



CURRY COUNTY BOARD OF COMMISSIONERS

GENERAL MEETING

Wednesday August 1, 2018 – 10:00 AM

Commissioners' Hearing Room, Courthouse Annex

94235 Moore Street, Gold Beach, Oregon

www.co.curry.or.us

Curry County does not discriminate against individuals with disabilities and all public meetings are held in accessible locations. Auxiliary aids will be provided upon request with 48 hours advance notification. Please call 541.247.3296 if you have questions regarding this notice.

AGENDA

Items may be taken out of sequence to accommodate staff availability and the public.

For public comment, a completed speaker's slip must be submitted prior to start of the meeting.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

2. ADOPTION/AMENDMENT OF THE AGENDA (12 minutes)

3. PUBLIC COMMENTS (3 minutes per person; 30 minute limit for all public comment)

4. CONSENT CALENDAR (Items in the Consent Calendar may be removed for separate discussion and/or action at the request of any Commissioner) (5 minutes)

- A. Minutes Workshop July 25, 2018 (Packet Page 3)
- B. Equipment Purchase - Richard Christensen, Roadmaster (Packet Page 8)
- C. Audit Engagement Letter - Louise Kallstrom, County Accountant (Packet Page 45)
- D. Appoint Connie Hunter To Coos-Curry Housing Authority (Packet Page 55)
- E. Vietnam War Memorial Support Letter (Packet Page 59)

5. PRESENTATIONS

Personnel Action Forms (PAF) – Julie Swift Payroll and Personnel Coordinator, (10 minutes) (Packet Page 6)

6. ADMINISTRATIVE ACTIONS/APPOINTMENTS (5 minutes)

7. PUBLIC HEARINGS

8. OLD BUSINESS/PENDING ACTIONS

New Public Records Policy Rescinding Prior Public Records Policy – John Hutt, county Counsel (10 minutes) (Packet Page 70)

9. DISCUSSION/BOARD DIRECTION/DECISION

Consolidation of Dispatch – Clark Schroeder, County Administrator (10 minutes) (Packet Page 74)

10. ANNOUNCEMENTS/MEETING SCHEDULE (5 minutes)

- A. Vacancies
 - i. Coos-Curry Housing Authority Term Expiring January 3, 2021
 - ii. Ambulance Service Area Advisory Committee, Law Enforcement Position
 - iii. Mountain Drive Special Road District Term Expires December 31, 2019
- B. August 15, 2018 General Meeting 10:00AM – Commissioners’ Hearing Room
- C. September 3, 2018 – Labor Day – County Offices Closed
- D. September 6, 2018 General Meeting 10:00AM – Commissioners’ Hearing Room

11. COUNTY ADMINISTRATOR UPDATES - Clark Schroeder, County Administrator (15 minutes)

- A. Using Google For Agenda Preparation (Packet Page 78)
- B. Budget Committee Appointments

12. COMMISSIONER UPDATES (15 minutes)

- A. Commissioner Boice
- B. Commissioner Gold
- C. Commissioner Huxley

13. ADJOURN



CURRY COUNTY BOARD OF COMMISSIONERS

WORKSHOP

Wednesday, July 25, 2018 – 10:00 AM
Commissioners' Hearing Room, Courthouse Annex
94235 Moore Street, Gold Beach, Oregon
www.co.curry.or.us

MINUTES

Present: **Vice Chair Huxley, Commissioner Boice** (joined meeting at 10:13A), **County Administrator Schroeder, County Counsel Huttel, Minute Clerk Jezuit**
By Phone: **Chair Gold**

1. Call To Order & Pledge Of Allegiance 10:00A TH

Schroeder Boice will not be here until 10:30A as he is on a call

2. Adoption/Amendment Of The Agenda

Huxley Are there any amendments to agenda? There were none.

3. Red Cross Presentation – Carisa Hettich, American Red Cross Executive Director for Southwest Oregon {10:03A to 10:17A} **Schroeder** Send us info. We'll post on website **Hettich** handed out a packet and stated she represents 10 counties in southwest Oregon. **Hettich** also talked about programs Red Cross offers - -

- Blood collection -- 715 units of blood were collected in Curry County in 2017. Blood drives are conducted at high schools as ages 18-24 account for about 20% of nation's blood supply. She encourage people to donate blood..
- Responses to Emergency: The number 1 disaster locally is fire. Red Cross gives clients an assistance card.
- Work on prevention side, too. Example fire alarms. Red Cross would like us to promote this program on website. Home fires number 1 cause of death.
- Chetco Bar fire was a 3 week operation for Red Cross last year
- Services to armed forces – Emergency communications. And veteran issues on re-connection workshops.

Hettich emphasized wants to have connection to us because it is fire season. Also the Red Cross has a booth at Curry County Fair.

Schroeder stated send us info, and we'll post on website

10:13 Boice joins meeting.

Boice Thank you very much. The County Fair is officially open - that is why I am 15 minutes late.

4. Equipment Purchase – Richard Christensen, Roadmaster {10:17A to 10:44A}

Broce 350 Construction Broom
420F2 Cat Backhoe

Crafco SS 250 Crack Sealer

Cat Compact Loader with asphalt grinder & broom attachments

Schroeder stated 3 of these are budgeted. The Broce Broom is not. If Board consensus, there would have to be a supplemental budget.

Christensen discussed department inefficiencies caused by maintaining the old equipment. Specifically citing money spent on repairs and parts and productivity loss due to employees waiting for equipment to be repaired. He anticipates significant over all annual savings with the new equipment.

Gold asked about repair costs, down time, cost savings, life expectancy of the equipment, and selling the old equipment for parts.

Huxley would like to see a proposal, with NJPA (National Joint Powers Alliance) pricing at the next meeting.

Boice inquired about asphalt vendors.

5. Consolidation of Dispatch with City of Brookings Study – John Ward, Curry County Sheriff {10:44A to 10:51A}

Ward stated the City of Brookings has offered to split the cost of a \$35,000 study to be done by Portland State University with the County. The study would determine the costs and long term benefits of consolidation noting there would be a higher probability of getting grants. He suggested the County pay \$17,500 as the Sheriff's Department does not have this budgeted.

Gold emphasized the need for a fee for maintenance and replacement of equipment in all the contracts.

Schroder stated he is in favor of doing the study and staff will come up with a recommendation of where the money will come from.

6. SCDC (South Coast Development Council) - Sam Baugh, SCDC and Carolyn Johnson, Community Development Director {10:51A to 11:06A}

Baugh - -

- Stated SCDC decided to hire an individual, Judy **May-Lopez**, to cover southern Curry County.
- Went over SCDC projects and the economic impact of Chetco Bar Fire.
- Stated SCDC has written several letters of support.

Boice voiced concerns about Sudden Oak Death (SOD) and funding.

Huxley asked about order of magnitude addressed stating originally this agreement began at \$10,000 and expanded to \$20,000.

Schroeder stated - -

- The County could go on a project by project basis; however he has not completed an extensive review of contract or economic development work that needs to be done in the County.
- If County choose a project by project approach, he will be asking Commissioners to give staff feedback for specific requests.

Johnson stated

- SCDC had engaged in a regional tourism project Regional Tourism Network and much of their work is really about engaging business owners to expand their business.

- County had an Economic Development Director 3 years ago and made a \$500 annual contribution to SCDC.
- She likes **Schroeder**'s idea of a base agreement and separate agreement for special projects.

7. Cell Phone Usage and Drug Testing - Clark Schroeder, County Administrator {11:06A to 11:21A}

Schroeder stated this issue was brought by **Boice**. Staff has no recommendations. If the BOC wants us to develop a policy, staff will. I am looking for feedback

A discussion ensued with **Boice** in favor of developing a policy. **Gold** and **Huxley** were not in favor. No consensus was reached by the Board.

8. Using Google For Agenda Preparation - Clark Schroeder, County Administrator {11:21A to 11:27A}

Schroeder stated he

- Is proposing a change in agenda & packet preparation to help save staff time by putting items on Google drive as it would save about 2 hours of preparation time every meeting.
- Has checked with IT and from a records retention concern, items are kept on our own server.
- Wants to get BOC direction.

Huttl asked to see a demonstration of this.

Huxley asked for links of other municipalities that use Google for this.

Gold stated this makes it easier for public to access.

Schroeder replied he will put this item on the County Administrator report for the August 1, 2018 meeting.

9. Public Comments and Commissioner Interaction - Clark Schroeder, County Administrator {11:27A to 11:40A}

Schroeder read the memo included in the packet advising the BOC to

- Listen to the public feedback rather than engage in a dialogue with public comments.
- Consider putting items on a future agenda which would allow
 - the item to be properly noticed and
 - staff to do research and give recommendations.

Boice asked **Huttl** if he was in agreement with this as there's a perception the BOC hides behind rules and doesn't have to be held accountable.

Huttl agrees with **Schroeder**'s recommendation. If the BOC takes an unnoticed item and develops a decision on the spot – it's generally better to have staff make recommendations. However, it's a case by case basis.

Huxley it's explicit in BOC Order 20401 regarding ground rules for Board meetings.

Gold observed most people can express opinions in 3 minutes. If they have more to go over, she suggests speaking to staff to get on agenda for next meeting.

11:40A **Huxley** recess workshop and come back at 1P for Executive Session.

10. Executive Session 1:00PM - Clark Schroeder, County Administrator

192.660 2(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations

1:10P **Huxley** Going into Executive Session

1:48P **Huxley** Arose from Executive Session – no decisions were made.

11. Adjourn 1:49P Huxley

Meeting Minutes were approved on _____, 2018.

Curry County Board of Commissioners

Sue Gold, Chair

Thomas Huxley, Vice Chair

Court Boice, Commissioner

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC Office@CO.CURRY.OR.US

PROPOSED AGENDA ITEM TITLE: Authorize Roadmaster to purchase with Signatory Authority \$177k Cat 420F2 Backhoe Loader with Pavement Breaker, Trench Compactor and trailer

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: 8/1/18 **DEPARTMENT:** Road **TIME NEEDED:** 10min

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY PRESENTATION**

MEMO ATTACHED Yes ☐ No ☒ If no memo, explain:

CONTACT PERSON: Richard Christensen **PHONE/EXT:** 3393 **TODAY'S DATE:** 7/23/18

BRIEF BACKGROUND OR NOTE: (If no memo attached) To replace old worn out 2002 per Roadmasters 5 year plan and approved 2018-19 roads budget

FILES ATTACHED:

(1) Backhoe Loader Quote \$147,377.34

(2) Trailer Quote \$28,975.20

(3)

INSTRUCTIONS ONCE SIGNED:

☐ No Additional Activity Required OR

☐ File with County Clerk Name:

☐ Send Printed Copy to: Address:

☐ Email a Digital Copy to: City/State/Zip:

☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

PART II – COUNTY ADMINISTRATOR REVIEW

☒ **APPROVED FOR** BOC MEETING ☐ Not Approved for BOC Agenda because

ASSIGNED TO: PRESENTATION



February 9, 2018

CURRY COUNTY ROAD DEPT,
28425 HUNTER CREEK ROAD
GOLD BEACH
Oregon
97444

Attention: RICHARD CHRISTENSEN

RE: Quote 148686-02

Dear Richard,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration. We would like to offer this proposal under the same terms and conditions as Sourcewell Contract 032515-Cat.

One (1) New Caterpillar Model: 420F2 HRC Backhoe Loader

STOCK NUMBER: NM75888

SERIAL NUMBER: TBA

YEAR: 2018

MACHINE SPECIFICATIONS

420F2 BHL ST, TIER 4, HRC	450-8448	\$86,163.35
LANE 2 - AVAILABLE FROM LEICESTER FACTORY		\$0.0
LANE 3 - AVAILABLE FROM LEICESTER FACTORY		\$0.0
ONLY FOR USE WITH: AM-N and PUERTO RICO		\$0.0
LANE 3 ORDER	0P-9003	\$0.0
STICK, EXTENDABLE, 14FT	450-8730	\$4,729.90
PT, 4WD/2WS, AUTOSHIFT, LTC	450-8627	\$15,488.90
ENGINE, 74.5KW,C4.4 ACERT, T4F	450-8757	\$6,932.45
HYDRAULICS, MP, 6FCN/8BNK, ST	450-8530	\$2,562.88
PRODUCT LINK, CELLULAR, PL641I	447-0049	\$0.0
CAB, DELUXE	450-8683	\$8,231.65
WORKLIGHTS (8) LED LAMPS	491-6736	\$857.68
SEAT, DELUXE FABRIC	433-4806	\$903.35
SEAT BELT, 3" SUSPENSION	206-1748	\$106.58
AIR CONDITIONER, T4	450-8715	\$2,400.48
TIRES, 340 80R18/500 70R24, MX	320-2384	\$2,410.63
COUNTERWEIGHT, 1015 LBS	337-9696	\$1,730.58
STABILIZER PADS, FLIP-OVER	9R-6007	\$328.86
BUCKET-MP, 1.3 CYD	337-7436	\$6,876.63
CUTTING EDGE, TWO PIECE	9R-5321	\$335.97
BUCKET-HD, 24", 6.2 CFT	219-3387	\$1,708.25
COUPLER, PG, HYDR.D.LOCK, BL F	485-5303	\$4,024.48

INSTRUCTIONS, ANSI	430-9944	\$0.0
SERIALIZED TECHNICAL MEDIA KIT	421-8926	\$0.0
RIDE CONTROL	398-2681	\$1,461.60
COUPLING,QD,THREADED WITH CAPS	456-3390	\$363.37
LINES, COMBINED AUX, E-STICK	398-2853	\$3,430.70
BEACON, MAGNETIC MOUNT, STROBE	433-0154	\$334.95
RADIO, FM BLUETOOTH	540-2298	\$537.95
PLATE GROUP - BOOM WEAR	423-7607	\$212.14
GUARD, STABILIZER	353-1389	\$822.15
MIRRORS, EXTERNAL, BOTH SIDES	382-2499	\$710.50
LINES,HYD COUPLER 14FT E-STICK	450-8578	\$2,358.86
PACK, DOMESTIC TRUCK	0P-0210	\$0.0
SHIPPING/STORAGE PROTECTION	461-6839	\$198.94
BUCKET-HD, 18", 4.2 CFT	2193386	\$1,501.19
THUMB, HYDRAULIC ARR, W/O TINE	2825409	\$5,582.50
THUMB, TINE, A 4	2214285	\$423.26
BRACKET,MOUNTING (QC)-PIN LOCK	4168031	\$1,080.98
KIT, HYD QUICK DISCONNECTS	2029147	\$333.94
CVP40 COMPACTOR PLATE	2055900	\$8,344.32
LINES, CONNECTOR	4917486	\$831.29
BUCKET-HD, 36", 10.3 CFT	2193389	\$2,001.58
PINS, SPARE	1783593	\$682.08

STANDARD EQUIPMENT

CONSIST NOTE - THIS LISTING IS A GENERAL DESCRIPTION - OF A 420F2 BACKHOE LOADER EQUIPPED WITH - THE LOWEST CHARGE ITEMS. -

BOOMS, STICKS AND LINKAGES - 14'4" Center pivot excavator style - backhoe - Pilot operated joystick hydraulic - controls with pattern changer valve - Pilot operated stabilizer controls - Boom transport lock - Swing transport lock - Street pads stabilizer shoes - Anti-drift hydraulics - (Boom, Stick and E-Stick) - Cat Cushion Swing(tm) system - Bucket level indicator - Lift cylinder brace - Return-to-dig (auto bucket positioner) - Self-leveling loader with single lever - control - Transmission neutralizer switch - Single Tilt Loader

POWERTRAIN - Cat C4.4, 74.5KW (Net 93HP / 69kW) - Direct Injection Turbo Charged Engine, - with ACERT technology. - US EPA Tier4 Final Emissions Compliant - with Selective Catalytic Reduction(SCR) - Water separator with service indicator - Thermal starting aid system - Eco mode - A dry-type axial seal air cleaner with - integral precleaner, automatic dust - ejection system & filter condition - indicator - Hydraulically boosted multi-plate wet - disk brake with dual pedals & interlock - Differential lock - Drive-line parking brake - High Ambient Cooling Package - Torque converter - Transmission--four speed synchro mesh - with power shuttle & neutral safety - switch - Spin-on fuel, engine oil & transmission - oil filters - Outboard planetary rear axles - Open Circuit Breather -

HYDRAULICS - Load sensing, variable flow system - with 43 gpm axial piston pump - 6 micron hydraulic filter - O-ring face seal hydraulic fittings - Caterpillar XT-3 hose - Hydraulic oil cooler - Pilot control shutoff switch - PPPC, Flow-sharing hydraulic valves - Hydraulic suction strainer -

ELECTRICAL - 12 volt electrical start - 150 ampere alternator - Horn and Backup Alarm - Hazard flashers/turn signals - Halogen head lights (4) - Halogen rear flood lights (4) - Stop and tail lights - Audible system fault alarm - Key start/stop system - 880 CCA maintenance free battery - Battery disconnect switch - External/internal power receptacles(12v) - Diagnostic ports for engine and machine - Electronic Control Modules - Remote jump start connector -

OPERATOR ENVIRONMENT - Lighted gauge group - Interior rearview mirror - Rear fenders - ROPS canopy - 2-inch retractable seat

belt - Tilt steering column - Steering knob - Hand and foot throttle - Automatic Engine Speed Control - One Touch Low Idle - Floor mat and Coat Strap - Lockable storage area - Air suspension seat -

OTHER STANDARD EQUIPMENT - Hydrostatic power steering - Standard Storage Box - Transport tie-downs - Ground line fill fuel tank with 44 - gallon capacity - Ground line fill diesel exhaust fluid - tank with 5 gallon capacity - Rubber impact strips on radiator guards - Bumper - CD-ROM Parts Manual - Backhoe Safety Manual - Operations and Maintenance Manual - Lockable hood - Tire Valve Stem Protection - Long Life Coolant -30C (-20F) - Padlocks (2 on ST, 3 on IT)

SELL PRICE	\$177,082.20
SOURCEWELL DISCOUNT IN EXCESS -22% CAT CONTENT	(\$48,057.22)
PDI,HAMMER,ALL FRT, PTS/SVC/OMM,INSTL/TEST ALL	\$18,352.36
NET BALANCE DUE	\$147,377.34
AFTER TAX BALANCE	\$147,377.34

WARRANTY

Standard Warranty: 12 Month, Unlimited Hours Standard Warranty

F.O.B/TERMS: Curry County Shops, Gold Beach, Oregon

PAYMENT TERMS

Cash Invoice Terms

CASH WITH ORDER

\$0.00

QUOTE SELL PRICE

\$147,377.34

ADDITIONAL CONSIDERATIONS

- Includes PDI, Parts/Service/OMM Manuals, Freight, Supply Stanley MB10E00 W/Chisel, Install/Test Hammer/Plate Compactor And Installation Of Thumb. One Day Of Operator Training At No Charge.

This Quote is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bill Dion-Watson', with a long horizontal flourish extending to the right.

Bill Dion-Watson
Governmental and Corporate Accounts Representative
Peterson CAT
+15417401151
wg Dion-watson@petersoncat.com



FELLING TRAILERS, INC.

1525 Main Street South, Sauk Centre, MN 56378
Phone: 800-245-2809; FAX: 320-352-5230



1700-C

ATTENTION: (Ph 1) 218-894-1930

NJPA Quote Valid for 30 Days Reference No: 100773-RAM

Ship To:

Curry Cty OR.

Phone:

218-894-1930

FAX:

Bill To:

Customer Unit/Stock:
NJPA (National Joint Powers Alliance) -
Contract #031014-FTS
Staples, MN 56479

218-894-1930

FAX:

PO#
Quote Date 05/21/2018
Order Date
Order Status Quote

Sales Person Manager
Lead Time 16 Weeks
Addtl Disc/Terms Net Due 30 Days
Product ID FT-45-2 LP Drill Series

Addtl Discount
Other Charge
Territory
Serial No:

Notes:

CAT 420 TLB w/attachments
Peterson CAT

Drawing No:

OVL Length: 38.3

Copy No:

Appx Wgt +/-: 9,480

Item Type	Description	NJPA Disc Rate: 12.00%	Add Qty	Unit	Total Qty	Total Amt
Base Model	FT-45-2 LP Deck Over Drill Series [F]		0.00	Each	1.00	26,174.00
Deck Length	Main Deck Length (Pierced Frame)		4.00	Feet	24.00	1,716.00
Frame Type	Engineered Fabricated Hi-Tensile Grade 80 Main Frame Beams with Grade 80 Jr-I Cross-Members		0.00	Std	1.00	0.00
Beavertail	Self Cleaning 5" x 3" Angle Iron Beavertail		0.00	Feet	6.00	0.00
Beavertail, Acc	Double Incline		0.00	Std	1.00	0.00
Deck Type	White Oak 2" Nom		0.00	Std	1.00	0.00
Ramps; Rear	6' X 38" 5" X 3" Angle Iron, Air Operated w/Bolt on Legs (120psi r required)		0.00	Each	2.00	3,232.00
Appx Deck Height	33" Loaded, 35" Unloaded		0.00	Inches	1.00	0.00
Width	102" OD		0.00	Inches	1.00	0.00
Tie Downs	D-Rings, 1" ** Straight ** (One Set Centered on BVT) D-Rings 2' a part in front for attachments		4.00	Each	18.00	168.00
Brakes	Air, ABS 2S/1M, Meritor WABCO (Parking brakes on all axles)		0.00	Std	1.00	0.00
Axles	25K Oil Bath		0.00	Std	2.00	0.00
Suspension	25,000 lb Heavy Duty 3 Leaf Springs		0.00	Std	1.00	0.00
Suspension	49" Spread (Spring), 9700 Hutch		0.00	Std	1.00	0.00
Tires & Wheels	235/75R 17.5 J, 8 Bolt [17.5 x 6.75] Hub Pilot		0.00	Each	8.00	0.00
Hitch Length	Center of Coupler to Headboard, Appx		0.00	Feet	6.30	0.00
Hitch Type	3" Adjustable Lunette Eye/Pintle, [C] 66,000 lb Plate Mount (3/4" Bolt)		0.00	Std	1.00	0.00
Jack	140,000 lb Twin 2 Speed (39,000 lb Lift Capacity)		0.00	Pair	1.00	0.00
Plug	7 Pole Semi		0.00	Std	1.00	0.00
Lights	LED Lights (Peterson), Sealed Wiring Harness (Sealco)		0.00	Std	1.00	0.00
Trailer Color	Felling Black # CCA945378 (White Felling Decal)		0.00	Std	1.00	0.00
Stripe Color	White		0.00	Std	1.00	0.00
Standard	1/2" Safety Chains, Grade 70		0.00	Std	1.00	0.00
Standard	2 Steps, 1 on the Standard Hitch and 1 in front of Axles on Roadside		0.00	Std	2.00	0.00
Standard	Document Holder		0.00	Std	1.00	0.00
Standard	Toolbox, Extended as far forward as possible (with paddle latch) in a-frame area of hitch		0.00	Std	1.00	0.00
GVWR	53,900 lbs		0.00	Std	1.00	0.00



FELLING TRAILERS, INC.

1525 Main Street South, Sauk Centre, MN 56378

Phone: 800-245-2809; FAX: 320-352-5230



1700-C



MSO's are not released until Payment Received

**** FOB IF NO FREIGHT charged ****



**** FET Tax may apply on 26,000 lb GVWR and above ****

Please sign and date your acceptance of this quote:

NJPA	\$31,290.00
NJPA Discount:	\$3,754.80
Addtl Disc (see TERMS)	\$0.00
Net Cost:	\$27,535.20
NJPA Freight:	\$1,440.00
Other Charge (see above):	\$0.00
TOTAL U.S.D.	\$28,975.20



FELLING TRAILERS, INC.

1525 Main Street South, Sauk Centre, MN 563
Phone: 800-245-2809; FAX: 320-352-5230

Base Model Info

4100-B
www.felling.com

FT-45-2 LP Drill Series

Product Info

Deckover LP Drill Series

Base Model

GVWR LBS:

53,900

GAWR LBS:

45,000

WEIGHT LBS:

8,900

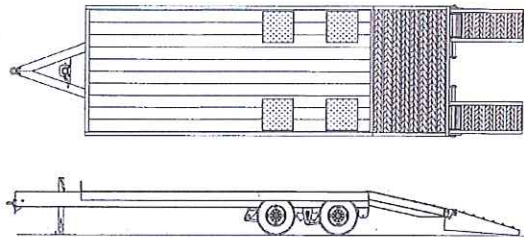
CAPACITY LBS:

45,000

- Engineered, Cambered, Fabricated 14" Main Beams
- 4" pierced High Tensile Jr I-Beam crossmembers 16" o center
- Heavy Duty 3 Leaf Springs

- 7" channel side rails, flat side out
- Tread Plate covered wheels
- Reinforced Ramps

* NOTE: Dealer must add 12% FET on retail price. Tax is to be calculated & remitted by dealer.



Standard & Other Options		Description	Std. Option	Std. Qty.	Unit
Deck Length		Main Deck Length (Pierced Frame)	X	20.00	Feet
Frame Type		Engineered Fabricated Hi-Tensile Grade 80 Main Frame Beams with Grade 80 Jr-I Cross-Members	X	1.00	Std
Beavertail		Self Cleaning 5" x 3" Angle Iron Beavertail	X	6.00	Feet
Beavertail, Acc		Double Incline	X	1.00	Std
Deck Type		White Oak 2" Nom	X	1.00	Std
Ramps; Rear		6' x 20" Self Cleaning 5" X 3" Angle Iron, Spring Assist	X	1.00	Pair
Appx Deck Height		33" Loaded, 35" Unloaded	X	1.00	Inches
Width		102" OD	X	1.00	Inches
Tie Downs		D-Rings, 1" ** Straight ** (One Set Centered on BVT)	X	14.00	Each
Brakes		Air, ABS 2S/1M, Meritor WABCO (Parking brakes on all axles)	X	1.00	Std
Axles		25K Oil Bath	X	2.00	Std
Suspension		25,000 lb Heavy Duty 3 Leaf Springs	X	1.00	Std
Suspension		49" Spread (Spring), 9700 Hutch	X	1.00	Std
Tires & Wheels		235/75R 17.5 J, 8 Bolt [17.5 x 6.75] Hub Pilot	X	8.00	Each
Hitch Length		Center of Coupler to Headboard, Appx	X	6.30	Feet
Hitch Type		3" Adjustable Lunette Eye/Pintle, [C] 66,000 lb Plate Mount (3/4" Bolt)	X	1.00	Std
Jack		140,000 lb Twin 2 Speed (39,000 lb Lift Capacity)	X	1.00	Pair
Plug		7 Pole Semi	X	1.00	Std
Lights		LED Lights (Peterson), Sealed Wiring Harness (Sealco)	X	1.00	Std
Trailer Color		Felling Black # CCA945378 (White Felling Decal)	X	1.00	Std
Stripe Color		White	X	1.00	Std
Standard		1/2" Safety Chains, Grade 70	X	1.00	Std

Prices subject to change without notice

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Authorize Roadmaster to purchase with signatory authority \$56k Crafc0 SS 250 Cracksealer

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: 8/1/18 **DEPARTMENT:** Road **TIME NEEDED:** 10min

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY PRESENTATION**

MEMO ATTACHED Yes ☐ No ☒ If no memo, explain:

CONTACT PERSON: Richard Christensen **PHONE/EXT:** 3393 **TODAY'S DATE:** 7/23/18

BRIEF BACKGROUND OR NOTE: (If no memo attached) Part of Doug Robbins Roadmaster's 5 Year Equipment Plan to start performing a crack seal road preventive maintenance program to make roads last longer by protecting road base from storm run off.

FILES ATTACHED:

(1) Quote

(2) Brochure

(3) State Pricing

INSTRUCTIONS ONCE SIGNED:

☐ No Additional Activity Required OR

☐ File with County Clerk Name:

☐ Send Printed Copy to: Address:

☐ Email a Digital Copy to: City/State/Zip:

☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

PART II – COUNTY ADMINISTRATOR REVIEW

☒ **APPROVED FOR** BOC MEETING ☐ Not Approved for BOC Agenda because

ASSIGNED TO: PRESENTATION

PMSITM

PAVING MAINTENANCE SUPPLY

A Division of Crafcro, Inc.

6165 W. Detroit St.
Chandler, AZ 85226
(602) 276-0406 (800) 528-8242
FAX: (480) 940-0313

QUOTE #

BBBQ26706

Date Quoted 7/16/2018

EXPIRATION DATE 8/15/2018

Quote To:	Account Code:	Ship To:	Account Code:
Curry County		Curry County	
Richard Christensen			
28425 Hunter Creek Road		28425 Hunter Creek Road	
Gold Beach, OR 97444		Gold Beach, OR 97444	
United States of America		United States of America	
Phone: 541-247-7097			
Fax:		Richard Christensen	
Email: christensenr@co.curry.or.us		541-247-7097	christensenr@co.curry.or.us

Project Title:	
Bid Date:	Terms: NET 30
Bid Number:	F.O.B.: PPA- Delivered; freight includ
Project Start Date:	Ship Via: Truck/Common Carrier
Ship Before:	Sales Group:
Quote Effective Dates: 7/16/2018 TO 8/15/2018	Quoted By: Taylor Dahlquist
	Sales Office: PMSI-WEST

Estimated Time to Ship After Receipt of Order: Quoted at time of order

Customer:	Curry County	Quote Number	BBBQ26706
Project Title:		Date	07-16-18

SALES TAX EXEMPT CERTIFICATE MUST BE PROVIDED AT THE TIME OF ORDER OR SALES TAX WILL BE ADDED TO YOUR ORDER

Part #	Description	Unit	Qty.	Quote Price	Ext. Price
47900N-AZ03	SuperShot 250DC w/100 CFM Comp RV0	EA	1	\$55,331.0000	\$55,331.0000
20014-AZ03	3" PINTLE HITCH REV.D	EA	1		
24190K-AZ03	OVERNIGHT HEATER W/FITTING	EA	1		
26098-AZ03	TOOL BOX REV.F	EA	1		
24095K-AZ03	STROBE LIGHT KIT, CLASS 2	EA	1		
47500N-AZ03	ENGINE COVER ASSY 4LE2T RB	EA	1		
24086-AZ03	LOCKED BATT. BOX R.G	EA	1		
51225-AZ03	CONVEYOR KIT SS250D REV.F	EA	1		
27059-AZ03	S/S HOSE REEL ASSY RV.A	EA	1		
20140-AZ03	28" HITCH EXTENSION ASS'Y. R.H	EA	1		
29357-AZ03	MUD FLAP REV.0	EA	1		
23120-AZ03	BRAKEAWAY BAT/W/ CHARGER RB	EA	1		
41948-AZ03	IGNITION TUMBLER-ISUZU	EA	1		
41867-AZ03	FUEL FILTER-ISUZU 2/3K,3L,3C R.A	EA	1		
45381-AZ03	ELEMENT OIL FILTER, 3CD1 R0	EA	1		
45382-AZ03	ELEMENT, AIR FILTER - 3CD1 RV 0		1		

Customer: Curry County
Project Title:

Quote Number: BBBQ26706
Date: 07-16-18

SALES TAX EXEMPT CERTIFICATE MUST BE PROVIDED AT THE TIME OF ORDER OR SALES TAX WILL BE ADDED TO YOUR ORDER

Part #	Description	Unit	Qty.	Quote Price	Ext. Price
45438-AZ03	ELEMENT , HYD FILTER RVO	EA	1		
26396-AZ03	SS250DC MANUAL REV.E	EA	1		
45384-AZ03	PARTS MANUAL	EA	1		
45383-AZ03	20/23/37HP3C SERIES SERVICE MANUAL 37 HP (3CD)	EA	1		

COMMENTS:

PRICE AND BUILD PER OREGON DOT CONTRACT B32874
 FREIGHT IS INCLUDED IN PURCHASE PRICE
 Delivery, Startup and training included.

ACCEPTANCE

Signature: _____ Print Name: _____
 Title: _____ Date: _____

NOTE:

For Terms and Conditions of purchases go to: www.shoppmsi.com
 Quantities may be limited at PMSI, A Division of Crafcro's discretion.
 Pricing and availability are subject to change without notice.
 Pricing does not include applicable taxes. Tax exemption forms must be on file prior to invoicing. Unpaid sales tax will be reported to State and Local tax authorities. Extension is net after terms.

FOB DEFINITIONS:

CFR- Seller pays for the carriage of goods up to the named port of destination.
 CIF- Same as CFR with exception that the seller is required to obtain insurance for the goods while in transit to the named port of destination.
 CIP- Same as CPT with exception that the seller is required to obtain insurance for the goods while in transit.
 COL- Collect
 CPT- Seller pays for the carriage of the goods up to the named place of destination.
 DAF- Seller pays for transportation to the named place of delivery at the frontier. Rail or Road.
 DAP- Seller delivers when the goods are placed at the disposal of the buyer on the arriving means of transport ready for unloading at the named place of destination.
 DDP- Seller is responsible for delivering the goods to the named place in the country of the buyer, and pays all costs in bringing the goods to the destination including import duties and taxes.
 DDU- Seller delivers the goods to the buyer to the named place of destination in the contract of sale.
 DEQ- Same as DES, but the passing risk does not occur until the goods have been unloaded at the port of discharge.
 DES- Seller pays the same freight and insurance costs but the passing risk does not occur until the ship has arrived at the named port of destination and the goods made available for unloading to the buyer.
 DLB- Delivered, buyer pays.
 DLV- Delivered, seller pays.
 EXW- Seller makes the goods available at their premises, or at another named place.
 FAS- Seller delivers when the goods are placed alongside the buyer's vessel at the named port of destination.
 FCA- Seller delivers the goods, cleared for export, at a named place (possibly including the seller's own premises).
 FH- Free House.
 FOB- Seller bears all costs and risks up to the point the goods are loaded on board the vessel.
 PPA- Delivered; freight included.
 PPD- Delivered; freight separate.
 UN- Not free.

Super Shot Melter/Applicator



CRAFCO[®] INC

PRESERVATION PRODUCTS PAVEMENT

Delivering Confidence Through Innovation, Quality and Value Since 1976

SUPER SHOT MELTER/APPLICATOR

Engineered Performance Design

Crafco Super Shot Melter/Applicators **Engineered Performance** answer today's challenges that have developed from higher energy costs and smaller budgets. The Super Shot machines exceed all expectations, quickly and economically. No other machine on the market today can match Crafco's Engineered Performance Machines.

Engineered Efficiency. Crafco's Super Shot engineered pump is mounted inside the melter, eliminating material recirculation, outside plumbing and high-pressure lines. By eliminating the need for re-circulation, the pump runs only when material application is needed making this an "on-demand" system, this increases pump life and operator safety.

Additionally, an internally mounted pump requires no packing, eliminating maintenance. Less maintenance in the shop means more production on the job, more profit and less costs.

Engineered Options and Features. Standard Engineered Features makes the operation of these melters the safest and the easiest machines to operate. Many of the other features reduce labor and operating costs; the most impressive being the Super Shot Melter Engineered Options. Design the machine you want with these options. For example, add an optional industrial air compressor and save the cost of running an additional engine and tow vehicle saving time, money and people costs. The Super Shot has over 20 available options.

Engineered Safety



The Super Shot Melter/Applicator is loaded with standard safety features designed to protect the operator and the public. In addition to standard safety features there are optional engineered features such as the autoloader, which keeps the operator clear of hot sealant and adds efficiency to the process. Rear controls keep the operator away from traffic on both sides of the unit and the bearing hose boom reduces operator fatigue. Anti-splash lids with safety shut offs protect the operator from sealant splash. Review the innovative features of the Super Shot and you will find this machine to be the most safely engineered melter available.

- 1 Anti-Splash Lid
- 2 Low Profile Loading Height
- 3 Hot Oil and Sealant Shut Down
- 4 Manual Record Box
- 5 Lid Agitator Shut Off Switch
- 6 Bearing Boom
- 7 Hose Cover
- 8 Low Curb Height
- 9 Hitch Extension
- 10 Quiet Operation
- 11 Curbside Controls
- 12 Heat Transfer Overflow Tank
A jacketed melter with no overflow tank may cause ground contamination
- 13 LED Lights Standard

CRAFCO ENGINEERED SUPER SHOT MELTERS ARE BUILT TO LAST

Super Shot 60

Available in four base configurations

Skid Mount - Propane - Part No. 50750
Trailer - Propane - Part No. 43300
Skid Mount - Diesel - Part No. 46800
Trailer - Diesel - Part No. 46950



The Crafco Super Shot series melter/applicator represents the most technologically advanced melter/applicator available. This state-of-the-art machine offers the ultimate in efficiency and ease of use. The digital control features of this equipment accurately control and regulate the heating temperature of the sealant and transfer oil. The patented internal pumping system requires no clean out and features a hydraulic flow rate adjustment. The internal pump only operates when the operator activates the micro-switch on the applicator wand. With "On Demand" pumping there are no valves, fewer moving parts and no hose pressure build up. Super Shot melters will out-perform any comparable sized machine available. Crafco offers a two-year warranty, various options, and many safety features, making these machines the greatest value with the highest productivity. The Crafco Super Shot Melter is the most efficient and easy to use melter/applicator available today!

There are three sizes to choose from.

Super Shot 125

Available in four base configurations

Skid Mount - Part No. 57200
Trailer - Part No. 43600
Trailer + two axles - Part No. 43600DX
Trailer + compressor - Part No. 47400



The Super Shot 60 is a 60-gallon capacity unit, which features automatic digital controls with a heated hose and wand. This machine is designed for use on projects under 2,000 pounds of sealant per day. The Super Shot 60 is also available as a skid mount.

The mid-sized 125-gallon capacity Super Shot 125, offers the best versatility. Ideal for medium to large sized projects, this unit is diesel powered, available with an optional compressor or a labor saving autoloader. This is the most popular municipal unit.

The large-sized 250-gallon Super Shot 250 is designed for large projects. This machine will out-perform any melter in its class and is available with many standard options.

Super Shot 250

Available in two base configurations

Trailer - Part No. 44100
Trailer + compressor - Part No. 47900N



Choose your size,
choose your options!



Ergonomically Engineered Loading Features:

- Splash proof lid
- Automatic agitation shut-off
- Fume free environment
- No operator back strain
- Light weight loading lid

The Most Technologically Advanced Melter/Applicator Available

Longer Pump Life/Efficient and Aggressive Agitation



The patented pump technology of the Crafcro Super Shot melters is what makes the Super Shot the most productive and lowest maintenance melter in the industry. The Crafcro patented pump is mounted inside the sealant tank. Mounting the pump inside eliminates material recirculation, outside plumbing, and high-pressure lines, while decreasing pump wear. The Super Shot pump will last many times longer than a conventional pump. Internal pumps require no packing which eliminates maintenance and results in more production on the job.

**Super Shot 125
with Autoloader**



Specifications

	Super Shot 60D Trailer Part No. 46950	Super Shot 125D Trailer Part No. 43600	Super Shot 250D Trailer Part No. 44100
Dimensions	150.25"L / 64.5"W / 70"H	138.25"L / 68"W / 83.25"H	175.5"L / 90.5"W / 82"H
Shipping Weights	3,200lbs / 1,451kg - Actual	2,800lbs / 1,270kg - Actual	6,300lbs / 2,857kg - Actual
Gross Weight	4,200lbs / 1,905kg - Approx.	5,200lbs / 2,538kg - Approx.	9,900lbs / 4,490kg - Approx.
Material Capacity	58 gal / 219 liter	133 gal / 503 liters	250 gal / 946 liters
Melt Rate	480 lbs/hr	1,064 lbs/hr	2,000 lbs/hr
Heat Transfer Oil	21 gal / 78 liter	34 gal / 128 liter	47 gal / 177 liter
Tank Construction	Double Boiler	Double Boiler	Double Boiler
Tank Opening/Loading Door(s)	(1) 12.25" x 15" / 311.15mm x 381mm	(1) 14" x 18" / 355.6mm x 457.2mm	(2) 14" x 18" / 355.6mm x 457.2mm
Loading Height	46.25" / 117.5cm	58" / 147.3cm	54" / 137.2cm
Heat Input	205,00 Btu	250,000 Btu	270,000 Btu
Diesel Fuel Capacity	26 gal / 98 liters	26 gal / 98 liter	30 gal / 113 liter
Propane Capacity (Option)	100 lbs.	N/A	N/A
Hydraulic Oil Capacity	26 gal / 98 liters	26 gal / 98 liter	30 gal / 113 liter
Engine Standard	Three Cyl. Isuzu Mod 3CJ1 Tier 4 Final 19 BHP @ 3,000RPM	Three Cyl. Isuzu Mod 3CH1 Tier 4 Final 25.4 BHP @ 3,000RPM	Three Cyl. Isuzu Mod 3CH1 Tier 4 Final 25.4 BHP @ 3,000RPM
Engine Option (w/Compressor)	N/A	Four Cyl. Isuzu Mod 4LET2 Tier 4 Final 48 BHP @ 2,350RPM	Four Cyl. Isuzu Mod 4LET2 Tier 4 Final 48 BHP @ 2,350RPM
Axle Capacity	4,200lb Torsional / 1,905kg	Dual 5,200lb Torsional each / 2,359kg each	Dual 5,200lb Torsional each / 2,359kg each
Tires	ST225-75 R15	ST225-75 R15	ST225-75 R15
Air Compressor (Option)	N/A	100 CFM @ 125 PSI	100 CFM @ 125 PSI
Surface Area Material Tank	2,538in ² 16,347cm ²	4,267in ² 27,529cm ²	6,632in ² 42,787cm ²
Surface Area Oil Tank	3,335in ² 21,516cm ²	5,244 in ² 33,832 cm ²	7,655 in ² 49,387 cm ²
Ratio of Tank Surface Area	1.31:1	1.22:1	1.15:1
Control Location	Hydraulic Rear, Control Box Rear Curb Side	Standard Super Shot Hydraulic Rear, Control Box Curb Side	Hydraulic Rear, Control Box Rear Curb Side
Controls	Standard Super Shot		Standard Super Shot
Hose Style	Electric	Electric	Electric
Wand Style	Electric	Electric	Electric
Hose Compartment	No	No	No
Material Recirculation	No	No	No
Boom	Dual Pillow Block Bearings	Dual Pillow Block Bearings	Dual Pillow Block Bearings
Burner Box	Removable From Side	Front Panel Removable	Removable From Side

For bid specifications go to

crafcro.com

(800) 528-8242

Engineered Performance Features



QUICK & EASY START-UP

With the flip of a toggle switch the Super Shot will be ready to operate in less than an hour. Shut down, at the end of the day, is just as easy.



HEATED HOSE

The low voltage electric heated hose heats material to application temperature within 45 minutes. The hose has the longest working radius in the industry, a 360° swivel, protective sleeve, & a repairable hose & wand.



Automatic Agitator Shut-Off & Splash Proof Lid

Shut offs are incorporated into the lid, hose, wand, pump, burner, & electrical controls.



Integrated Operator Control System

Controls operate the entire unit and override possible operator error. Integrated control box houses all the gauges, switches, & engine controls.



Optional Compressor

Compressor runs air lance that is used to clean dirt & debris out of cracks, increasing crack sealing efficiency and effectiveness.



Optional Engine Cover

Protects engine from the elements, vandalism, & theft.



Efficient Burner

Burner is positioned safely within the frame providing protection & ample ground clearance. Time saving electric overnight heater option available.



Low Profile

Low center of gravity provides easy loading, yet has ample unobstructed ground clearance for safe towing over the most rugged road conditions.

Engineered Performance Options

Crafco offers many Engineered Performance Options to increase production, save labor and lower operating costs. The Super Shot has been engineered with a large variety of options like an autoloader, compressor, light bar or fire extinguisher. These options will enhance production while increasing safety and security.

Engine covers and battery boxes protect the engine from the elements and adds security. The autoloader increases production, adds safety and decreases operator fatigue. The overnight heater is an on the job must if you want to reduce start up time. The light bar is for added safety to direct traffic and increase driver awareness.



- Engine cover
- Gravity Feed
- Arrow Board Kit
- Surge Brakes
- Engine w/ Gauges
- Autoloader
- Air Compressor
- Custom Paint
- Hitch Selection
- Electric Plug Selection
- Hitch Extension
- Cab Brake Control
- Locking Battery Box
- Light Bar
- Overnight Heater
- Fire Extinguisher - 10 or 20 lb.
- Tool Box
- Safety Hooks
- Mud Flaps
- Spare Tire Kit
- Strobe Light

Engineered Tools

Sealing Tips and Material Handling Tools



Super Shot Drip Stopper

Use with Crafcro Super Shot sealing tip. Stops sealant drip once wand trigger is released.

PN# 27114 Tip Adapter
PN# 50270 Duckbill Valve
PN# 27115 Shroud - Tip Adapter



Swivel Applicator

Swivel Applicator

Use with Super Shot Melter & E-Z Pour Melters with or w/o Drip Stopper.

PN# 27120 3" Swivel Applicator
PN# 27130 4" Swivel Applicator



Crafcro Duckbill

Crafcro Duckbill PN# 50270

Use with Super Shot Melter wands to prevent dripping of material.



Crafcro Sealing Foot / Flush

Crafcro Sealing Foot / Flush

Used for random asphalt and concrete cracks.

PN# 27154 Sealing tip/ft assembly 1/4" flush
PN# 27155 Sealing tip/ft assembly 3/8" flush



Crafcro Sealing Foot / Protruded

Crafcro Sealing Foot / Protruded

Used for straight asphalt and concrete joints.

PN# 27159 Sealing tip/ft assembly 1/4" protruding
PN# 27160 Sealing tip/ft assembly 3/8" protruding



Crafcro Joint Sealing Tip

Crafcro Joint Sealing Tip

Use for straight asphalt and concrete joints.

PN# 27146 Sealing tip assembly 1/4"
PN# 27147 Sealing tip assembly 3/8"



Crafcro Round Sealing Tip

Crafcro Round Sealing Tip

Multi-purpose random cracks and joints. Use with a squeegee for most applications.

PN# 27170 Sealing tip assembly 3/8"
PN# 27171 Sealing tip assembly 1/2"



Crafcro Applicator Disk

Crafcro Applicator Disk

Used for overbanding, great labor saver.

PN# 27162 3" Disk Assembly
PN# 27163 4" Disk Assembly
PN# 27164 6" Disk Assembly

Crafcro Heavy Duty Squeegee w/Aluminum Handle

PN# 27199

Use for leveling crack sealant and where a sealant over band is recommended.



Crafcro Heavy Duty Squeegee

Crafcro Replacement Blade

PN# 27195 4" x 18" x 3/8"

Crafcro Heavy Duty Compact Squeegee w/ Aluminum Handle

PN# 27245



Crafcro Heavy Duty Compact Squeegee

Crafcro Heavy Duty Compact Squeegee w/ Wooden Handle

PN# 27245W

Use for leveling crack sealant and where a sealant over band is recommended.



Crafcro Pour Pot with Wheels

Crafcro Replacement Blade

PN# 27241 2-1/2" x 17" x 3/8"

Crafcro Pour Pot with Wheels

PN# 40200
Use to apply a uniform band of sealant to a crack or joint. Wheeled for ease of use. Gravity feed with shut off lever.



Crafcro Hand Held Pour Pot

Crafcro Hand Held Pour Pot

PN# 40201
For application of thin crack sealant to a joint or crack. Gravity feed with shut off lever.

Crafcro Detack is an economical, biodegradable liquid from Crafcro that eliminates sealant tack when sprayed onto freshly applied hot pour sealant.



Your local Crafcro Representative:

CRAFCO[®]
INC
PRESERVATION PRODUCTS PAVEMENT

crafcro.com
sales@crafcro.com
(800) 528-8242

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CONTRACT AMENDMENT No. 3

CONTRACT NO. B32874

DESCRIPTION: Crack Sealing Machine

BUYER: Sharmon Leedham

PHONE: 503-986-2784

Email: sharmon.leedham
@odot.state.or.us

This amendment and any exhibits or attachments form a part of the Contract documents and modify the Contract identified above. Only that part of the Contract amended herein is modified. Unless specified below, all conditions and requirements remain unchanged.

DESCRIPTION OF CHANGES

1. Update unit price, Section D, Item 1, Crack Sealing Machine as specified, to \$55,331.00.

CONTRACTOR

1. The undersigned certifies that:

- he/she is authorized to act on behalf of Contractor;
- he/she has read the Contract amendment(s) contained herein and will be bound by and comply with the amendments;
- Contractor is not subject to backup withholding pursuant to IRS requirements.

2. The undersigned certifies, under penalty of perjury, that to the best of his/her knowledge, Contractor is not in violation of any Oregon Tax Laws. For purposes of this certification, "Oregon Tax Laws" means a state tax imposed by ORS 320.005 to 320.150 and 403.200 to 403.250 and ORS Chapters 118, 314, 316, 317, 318, 321 and 323 and the elderly rental assistance program under ORS 310.657, and local taxes administered by the Oregon Department of Revenue under ORS 305.620.

Authorized Signature: [Signature] Date: 5-3-17

Print Name: Christian Hass Title: Vice President General Manager

Company Name: Paving Maintenance Supply, A Division of Crafcro, Inc.

STATE OF OREGON

DOJ REVIEW: Not required per OAR 137-045-0050(2)

ODOT (Procurement Authority)

[Signature]
Signature

Joanna Robinson
Print Name

6-5-17
Date

ODOT (Expenditure Decision Authority)

[Signature]
Signature

Mike [Signature]
Print Name

5-3-17
Date

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)**PROPOSED AGENDA ITEM TITLE:** Authorize Roadmaster to purchase with signatory authority \$81k Broce 350 Broom with trailer to replace old pull sweeper**TIMELY FILED** Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: 8/1/18 **DEPARTMENT:** Road **TIME NEEDED:** 10min^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY PRESENTATION****MEMO ATTACHED** Yes ☐ No ☒ If no memo, explain:**CONTACT PERSON:** Richard Christensen **PHONE/EXT:** 3393 **TODAY'S DATE:** 7/23/18**BRIEF BACKGROUND OR NOTE:** (If no memo attached) Existing 2009 pull sweeper is constantly breaking down causing us to be inefficient and ineffective with our road maintenance and repair work. In the last 3 years we have paid approximately \$30k in maintenance and repairs of old pull sweeper equipment.**FILES ATTACHED:****(1) Picture & Specifications**

(2) Broce Broom Quote of \$66,026.40

(3) Big Tow trailer email quote of \$14,720

(2)

(3)

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required OR☐ File with County Clerk Name:☐ Send Printed Copy to: Address:☐ Email a Digital Copy to: City/State/Zip:☐ Other Phone:**Note:** Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY ADMINISTRATOR REVIEW**☒ **APPROVED FOR** BOC MEETING ☐ Not Approved for BOC Agenda because**ASSIGNED TO: PRESENTATION**

HUMS

HARDWARE AND RENTAL

(<https://humsnlr.com/>)

☎ 501-945-2216 (tel:5019452216)

Open Monday-Friday 7 a.m.-5:30 p.m.

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Concrete (<https://humsnlr.com/product-category/concrete/>) > Sweepers
(<https://humsnlr.com/product-category/concrete/sweepers/>) > Broce Broom 350 Sweeper

BROCE BROOM 350 SWEEPER



The 350 is the original Broce Broom, and still the most popular sweeper in the world. The mid-mounted hydraulic powered brush provides excellent visibility and efficiently moves material.

GALLERY



SPECIFICATIONS

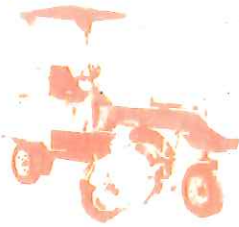
WEIGHT	: 5000 lbs
LENGTH	: 172"
TRANSPORT WIDTH	: 98"
HEIGHT	: 102"
INSIDE TURNING RADIUS	: 13'
SWEEPING WIDTH	: 96"
SWEEPING ANGLE	: 45 degrees left or right
FUEL TYPE	: Diesel

Call 501-945-2216 (tel:5019452216) for a quote.

Home (<https://humsnlr.com/>)

Equipment Rental (<https://humsnlr.com/equipment-rental/>)

Hardware (<https://humsnlr.com/hardware/>)



BROCE MANUFACTURING CO.

"Since 1963"



RETAIL PRICE LIST-PRICES EFFECTIVE JANUARY 1, 2018

The following will be Standard Equipment on all Four Wheel Units:

- * Certified Roll-Over Protection Structure/Canopy & Retractable Seat Belt
- * 8' Steel Core with 10" x 32" Poly Wafer Filler
- * Full Gauge Package with Tach & Hour Meter
- * Power Steering & Traffic Horn
- * 4-Wheel Hydraulic Brakes
- * Radial Tires
- * Hydrostatic Transmission
- * Dual Element Air Cleaner/Engine Air Pre-cleaner
- * Reverse Alarm
- * Brush Lock
- * Joy Stick Control
- * Enclosed Engine Cover
- * Front and Rear Fenders
- * 27 Gallon Fuel Tank and 27 Gallon Hydraulic Tank with Shutoff Valves
- * Air Cleaner Stack Extension
- * Safety Engine Shutdown System

BROCE REAR ENGINE SELF-PROPELLED BROOMS - (List Price)

	Standard Broom
RCT-350 4 Cyl. 3.3L Cummins Turbo Diesel Tier 4 Final	\$ 51,965.00
RJT-350 4 Cyl. 4.5 John Deere Diesel Tier 4 Final	\$ 51,965.00

(List Price)	BRUSH OPTIONS AVAILABLE
\$ 345	Core Cover End Plate
\$ 330	Off Set End Caps/7'6" Sweeping Path
\$ 175	8 Ft. Poly Tube Brush (96" Brush Surface)
\$ 200	8 Ft. Half Poly & Half Wire Brush
\$ 1,290	Electronic Variable Speed Brush Control

Prices F.O.B. Dodge City, Kansas

We reserve the right to change specifications or price at any time without prior notice or obligation.

Page 1 of 2

(List Price)

BASIC OPTIONS AVAILABLE

\$ 275	Turbo II Precleaner
\$ 170	Sy-Klone Precleaner
\$ 675	Tilt & Telescoping Steering Column
\$ 3,965	7 1/2 Ft. Front Scraper Blade Attachment
\$ 5,260	Curb & Gutter Brush Attachment * Factory installed only
\$ 715	Canopy Windshield
\$ 1,210	Canopy Windshield w/Wiper
\$ 1,250	150 Gal. Water Sprinkler System w/Low Profile Poly Tank
\$ 355	Suspension Seat
\$ 2,230	Tow Bar (2 5/16 Ball or Pintle) w/Hyd. Surge Brake & Tow Lights
\$ 1,280	Tow Bar (2 5/16 Ball or Pintle) w/Safety Chain & Tow Lights
\$ 1,410	Heavy Duty Rear Axle
\$ 395	Spare Tire w/Mount
\$ 350	Down Pressure Valve

(List Price)

LIGHTS & GAUGE OPTIONS

\$ 210	Hydraulic Temperature Gauge
\$ 670	Light Group - Class A Turn Signals & Headlamps
\$ 195	Work Lights, Side or Rear (2 Single Beam)
\$ 400	Amber Beacon
\$ 305	Strobe Light
\$ 305	Audible Engine Alarm w/Warning Light
\$ 190	Block Heater
\$ 610	Hand Controlled Hydrostat (Replaces Foot Control)

(List Price)

\$ 5,095	Sound Suppressed Cab (Includes 2 Doors) w/Front Wiper
\$ 665	Heavy Duty Heater & Defroster
\$ 3,400	Pressurized Air Conditioning
\$ 365	Rear Wiper
\$ 185	Windshield Washer (Front Only)
\$ 380	Windshield Washer (Front & Rear)
\$ 135	West Coast Mirrors
\$ 565	CD/AM/FM Stereo
\$ 110	Vandalism Lock Package
\$ 135	Tool Box

PACWEST MACHINERY

Quotation

PORTLAND BRANCH

19255 N.E. SANDY BLVD 97230
(503) 252-5933 1-800-929-5933
FAX (503) 252-1769

SPOKANE BRANCH

4030 E. TRENT AVE SPOKANE, WA 99202
(509) 534-5933 1-800-938-5933
FAX (509) 534-5286

SEATTLE BRANCH

8207 S. 216TH KENT, WA 98032-1935
(206) 762-5933 1-800-935-5933
FAX (206) 763-3117

EUGENE BRANCH

1550 IRVING RD EUGENE, OR 97402
(541) 302-3762
FAX (541) 302-3763

To: Curry County

Date: July 20, 2018

Address: 28425 Hunter Creek Rd
Gold Beach, OR 97444

Proposal No.: curry cty 1

F.O.B. Point: Eugene, OR

Attention: Richard Christensen

Acceptance Period: 30 Days

In accordance with the terms and conditions stated herein and the following page hereof,
PacWest Machinery offers to sell, furnish and deliver FOB shipping point, the equipment described.

QUANTITY	STK#	DESCRIPTION	AMOUNT
1		New Broce RTC 350 sweeper with options highlighted in yellow on attached price sheet	\$66,026.40
Total Not Including Tax:			\$66,026.40

IMPORTANT: ADDITIONAL TERMS ARE LOCATED ON 2nd PAGE OF THIS DOCUMENT, INCLUDING WARRANTY AND DISCLAIMER PROVISIONS, ALL OF WHICH SHALL BE CONSIDERED PART OF THIS QUOTATION.

Submitted by: Garrin Raleigh

Estimated delivery date after receipt of order &
complete information has been provided.

Accepted by: PacWest Machinery LLC

Accepted (Company): Curry County

By:

By:

Title:

Title:

Date:

Date:

Warranty Attached

BigTow[®] TRAILERS

ROCK-SOLID RELIABILITY

Deck-Over Tilt
B-6T / B-7T / B-8T



Patented automatic kick-out ramp doubles as under-ride protection.



Cushion cylinder controls the deck from slamming when loading or unloading equipment.



Standard 4-foot stationary deck gives room for longer equipment and makes towing easier.

Description:

The Towmaster[®] deck-over tilt trailers offer convenience and durability. There are no ramps to hassle with, simply tilt the deck, drive on or off and level the deck back down. It features our patented automatic kick-out ramp that doubles as an under-ride protection bumper. The tilt deck trailer features a single-lever twin-latch system, stationary forward deck, and adjustable hitch. This model has rubber-ride axles for a smooth pull. A deck cushion cylinder eases the deck back into transport position and prevents equipment from slamming the deck down.

Quick Specs:

- 36" deck height (empty)
- 8'-6" deck width
- Tilt deck cushion cylinder
- Electric brakes
- Rubber-ride axles
- Auto kick-out ramp/under-ride protection
- Single-lever twin-latch locking system
- LED lights and sealed wiring



GALVANIZING
AVAILABLE



Photos may show optional equipment.

U.S.A. BUILT

866-397-8481

bigtow.com

Richard Christensen

From: Garrin Raleigh <GRaleigh@pacwestmachinery.com>
Sent: Sunday, July 08, 2018 9:05 PM
To: Richard Christensen
Subject: Broce 350
Attachments: 2018 350 Price List.pdf; B-6_7_8T-0615.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Richard,

Here is the retail pricing with options. If you can let me know which options you want I will apply our municipal discount and quote it to you. I have quoted you at Big Tow B-6t trailer which is a deck over which you will need due to the width of the Broce 350.

Big Tow B6T tilt trailer	\$12,655
4' stationary deck in front (optional)	\$ 995
Tool box lid	\$ 125
Freight	\$ 945
Total	\$14,720

Please email with any questions.

Thank you

Garrin

GARRIN RALEIGH
SALES REPRESENTATIVE
PACWEST MACHINERY
MOBILE 541-280-5972

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_Office@CO.CURRY.OR.US**PROPOSED AGENDA ITEM TITLE:** Authorize Roadmaster to purchase with signatory authority \$135k Cat Mini Loader with asphalt grinder, broom and trailer**TIMELY FILED** Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: 8/1/18 **DEPARTMENT:** Road **TIME NEEDED:** 10min(aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY PRESENTATION****MEMO ATTACHED** Yes ☐ No ☒ If no memo, explain:**CONTACT PERSON:** Richard Christensen **PHONE/EXT:**3393 **TODAY'S DATE:** 7/23/18**BRIEF BACKGROUND OR NOTE:** (If no memo attached)**FILES ATTACHED:**

(1) Cat Mini Loader and Trailer Quotes

(2)

(2) Mini Loader and trailer Brochures

(3)

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required OR☐ File with County Clerk Name:☐ Send Printed Copy to: Address:☐ Email a Digital Copy to: City/State/Zip:☐ Other Phone:**Note: Most signed documents are filed/recorded with the Clerk per standard process.****PART II – COUNTY ADMINISTRATOR REVIEW**☒ **APPROVED FOR** BOC MEETING ☐ Not Approved for BOC Agenda because**ASSIGNED TO:** PRESENTATION



March 1, 2018

CURRY COUNTY ROAD DEPT.
28425 HUNTER CREEK ROAD
GOLD BEACH
Oregon
97444

Attention: RICHARD CHRISTENSEN

RE: Quote 149313-02

Dear Richard,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration. We would like to offer this proposal under the same terms and conditions as NJPA Contract 032515-Cat.

One (1) New Caterpillar Model: 299D2 XHP Compact Construction Equipment

STOCK NUMBER: TBA SERIAL NUMBER: TBA YEAR: 2018

MACHINE SPECIFICATIONS

299D2 XHP COMPACT TRACK LOADER	435-9000	\$107,244.90
LANE 2 - AVAILABLE FROM SANFORD FACTORY		\$0.0
LANE 3 - AVAILABLE FROM SANFORD FACTORY		\$0.0
Configured with rubber track. Requires rubber track selection from		\$0.0
Undercarriage and Tracks sections.		\$0.0
Available for AM-N, Europe, Turkey, Israel, Puerto Rico, Australia &		\$0.0
New Zealand		\$0.0
LANE 3 ORDER	0P-9003	\$0.0
CONVERSION ARRANGEMENT	421-0340	\$0.0
CERTIFICATION ARR, (US/CANADA)	522-2549	\$0.0
INSTRUCTIONS, ANSI, USA	435-8842	\$0.0
FILM, SELF LEVEL, ANSI	435-9238	\$0.0
FILM, RIDE CONTROL, ANSI	422-3445	\$0.0
DOOR, CAB, POLYCARBONATE	345-6260	\$210.11
RADIO, AM/FM, BLUETOOTH	345-6180	\$499.38
PACKAGE, LAND MGMT, NONE (LM0)	494-5808	\$0.0
RUBBER BELT, 2 SPD, TF IDLERS	454-6062	\$0.0
TRACK, RUBBER, 400MM(15.7IN) BLCK	389-7673	\$0.0
LIGHTS, LED	495-1671	\$274.05
SEAT BELT, 2"	258-4095	\$0.0
PRODUCT LINK, CELLULAR PL240	441-4818	\$0.0
FAN, COOLING, DEMAND	457-3167	\$0.0

QUICK COUPLER, HYDRAULIC	515-8592	\$974.40
SERIALIZED TECHNICAL MEDIA KIT	421-8926	\$0.0
ROTATING BEACON	309-1325	\$212.14
COUNTERWEIGHT,MACHINE,EXTERNAL	345-5148	\$1,009.93
KIT,ENG AIR INTAKE, PRECLEANER	416-5965	\$456.75
PACK, DOMESTIC TRUCK	0P-0210	\$0.0
PACKING, KIT	0P-2162	\$0.0
AUGER, A26B, HF	4240440	\$4,814.15
BUCKET-GP, BOCE 84"	2968192	\$2,008.69
COLD PLANER, PC310B	3818360	\$30,633.72
BROOM, HYDRAULIC ANGLE, BA118C	4485670	\$9,022.34
BIT, AUGER 6"	1534083	\$359.31
BIT, AUGER 12"	1534085	\$598.85

STANDARD EQUIPMENT

POWERTRAIN - Cat C3.8 Turbo Aftercooled Diesel Engine - - Gross Horsepower per SAE J1349 - 110 hp (82 kW) @ 2400 RPM -
- EPA Tier 4 Final and EU Stage IV - Certified with Aftertreatment - - Electric Fuel Priming Pump - - Air Inlet Heater Starting Aid - -
Liquid Cooled, Direct Injection - Air Cleaner, Dual Element, Radial Seal - S-O-S Sampling Valve, Hydraulic Oil - Filter, Cartridge Type,
Hydraulic - Filters, Cartridge Type, Fuel - and Water Separator - Radiator/Hydraulic Oil - Cooler (side-by-side) - Spring Applied,
Hydraulically Released, - Wet Multi Disc Parking Brakes - Hydrostatic Transmission

UNDERCARRIAGE - Steel Imbed Rubber Track 15.7 in (400mm) - Triple Flange Idler - front and rear - Suspension - Independent
Torsion Axle(4) - Two Speed Travel with Ride Control

HYDRAULICS - HYDRAULICS, XHP - - High Flow: 40 gpm (150 lpm) max - - High Flow Pressure: 4061 psi - 28000
kPa max - - Continuous Flow - - Hydraulics, Proportional - - Worktool Harness - CONTROLS: - Electro/Hydraulic Implement Control,
RH - Electro/Hydraulic Hydrostatic - Transmission Control, LH -

STARTERS, BATTERIES, & ALTERNATORS - 1000 CCA Heavy Duty Battery w/Disconnect -

ELECTRICAL - 12 Volt Electrical System - 100 Ampere Alternator - Ignition Key Start / Stop / Aux Switch - Lights: - - Gauge
Backlighting - - Two Rear Tail Lights - - Two Rear Halogen Working Lights - - Two Adjustable Front Halogen Lights - - Dome Light -
Backup Alarm - Electrical Outlet, Beacon -

OPERATOR ENVIRONMENT - Operator Warning System Indicators: - - Air Filter Restriction - - Alternator Output - - Armrest Raised
/ Operator Out of Seat - - Engine Coolant Temperature - - Engine Oil Pressure - - Air Inlet Heater Activation - - Hydraulic Filter
Restriction - - Hydraulic Oil Temperature - - Park Brake Engages - - Engine Emission System - Gauges: DEF Level, Fuel Level, -
Hour Meter and Tachometer - Storage compartment with netting - Seat, Comfort, Air Suspension, Cloth, - Heat - - High Back heated
seat with recline - - Lumbar support - - Fully adjustable Seat Mounted - Controls - Ergonomic Contoured Armrest - Control Interlock
System, when Operator - Leaves Seat or Armrest Raised : - - Hydraulic System Disables - - Hydrostatic Transmission Disables - -
Parking Brake Engages - ROPS, Cab, Enclosed (C3), Tilt Up: - - Air Conditioner incl Heater/Defroster - - Side Windows - - Cup
Holder - FOPS, Level I - Top and Rear Windows - Deluxe Headliner - Floormat - Interior Rear View Mirror - 12V Electric Socket - Horn
- Hand (Dial) & Foot Throttle, Electro - Dual Direction Electronic Self Level - - (Raise and lower) - Work Tool Return to Dig - Work Tool
Positioner - Electronic Snubbing (Lift) - Advanced LCD Display - - Full color 5 inch LCD screen - - Advanced Anti-theft Security
System - with 50 user code capability - - Rear View Camera

FRAMES - Lift Linkage, Vertical Path - Chassis, One Piece Welded - Machine Tie Down Points (4) - Belly Pan Cleanout - Support, Lift
Arm - Cast Rear Bumper - Ventilated Rear Door with Integrated - Sealing

OTHER STANDARD EQUIPMENT - Engine Enclosure - Lockable - Extended Life Antifreeze (-37C, -34F) - Coupler, Mechanical -

Hydraulic Oil Level Sight Gauge - Radiator Coolant Level Sight Gauge - Radiator Expansion Bottle - Cat Tough Guard Hose - Heavy Duty Flat Faced Quick Disconnects - with Integrated Pressure Release - Split D-Ring to Route Work Tool Hoses - Along Side of Left Lift Arm - Variable Speed Hydraulic Cooling Fan - Per SAE J818-2007 and EN 474-3:2006 and - ISO 14397-1:2007 - Rated Operating Capacity : - At 50% Tipping Load - - 4725 lb (2143 kg) - At 35% Tipping Load - - 3308 lb (1500 kg) -

SELL PRICE	\$158,496.31
EXTENDED NJPA DISCOUNT IN EXCESS -21% CAT CONTENT	(\$41,840.49)
PDI, FRT, MANUALS, P/C, TEST/INSTALL ALL ATTACHMENTS	\$4,728.25
NET BALANCE DUE	\$121,384.07
AFTER TAX BALANCE	\$121,384.07

WARRANTY

Standard Warranty: 24 Months, 2000 Hours Standard Warranty

F.O.B/TERMS: GOLD BEACH, OR

PAYMENT TERMS

Cash Invoice Terms

CASH WITH ORDER

\$0.00

QUOTE SELL PRICE

\$121,384.07

ADDITIONAL CONSIDERATIONS

- Includes PDI, Freight To Gold Beach, Install/Test Cold Planer, One (1), Each Parts/Service/OMM Manual And Supply/Install Turbo Style Pre-Cleaner. One Day Of Operator Training At No Charge.

This Quote is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "Bill Dion-Watson", followed by a long horizontal line extending to the right.

Bill Dion-Watson
Governmental and Corporate Accounts Representative
Peterson CAT
+15417401151
wgion-watson@petersoncat.com

**FELLING TRAILERS, INC.**

1525 Main Street South, Sauk Centre, MN 56378

Phone: 800-245-2809; FAX: 320-352-5230



1800-C

ATTENTION: (Ph 1) 218-894-1930**Ship To:**

Curry Cty, OR

NJPA Quote**Phone:**

218-894-1930

FAX:**Reference No:** 100774-RAM**Bill To:****Customer Unit/Stock:**

NJPA (National Joint Powers Alliance) - 218-894-1930

Contract #031014-FTS

Staples, MN 56479

FAX:

PO#		Sales Person		Addtl Discount
Quote Date	05/21/2018	Appx Completion	13 Weeks	Other Charge
Order Date		Addtl Disc/Terms	Net Due 30 Days	Territory
Order Status	Quote	Product ID	FT-20 I	Serial No.

Notes:**Drawing No:****OVL Length:** 29

For Cat 299D and attachments

Copy No:**Appx Wgt +/-:** 4,600

Item Type	Description	NJPA Disc Rate:	12.00%	Add Qty	Unit	Total Qty	Total Amt
Base Model	FT-20 I Drop Deck [E]			0.00	Each	1.00	12,168.00
Frame Type	3" Angle Lip Up			0.00	Std	1.00	0.00
Deck Length	Main Deck Length			0.00	Feet	20.00	0.00
Dovetail	Dovetail Length, 3 x 2 Angle Iron			0.00	Feet	3.00	1,305.00
Deck Type	White Oak 2" Nom			0.00	Std	1.00	0.00
Ramps; Rear	6' x 16" Angle Iron Spring Assist			0.00	Pair	1.00	0.00
Ramps, Acc	Full width ramp rod			0.00	Std	1.00	0.00
Appx Deck Height	24" Loaded, 26" Unloaded (Torsion)			0.00	Inches	1.00	0.00
Width	102" OD, 82" ID			0.00	Inches	1.00	0.00
Tie Downs	D-Rings, 1" Straight			0.00	Std	8.00	0.00
Brakes	Electric, Dexter FSA (Fwd Self Adj) On All Axles			0.00	Std	1.00	0.00
Axles	10K Dexter Oil Bath			0.00	Std	2.00	0.00
Suspension	Rubber Torsion, Dexter TorFlex, 42" Spread			0.00	Std	1.00	0.00
Tires & Wheels	235/75R 17.5 J, 8 Bolt [17.5 x 6.75]			0.00	Std	4.00	0.00
Hitch Length	Center of Coupler to Headboard, Appx - Adj Hitch Range 14" to 23" (22" to 27" if Hyd)			0.00	Feet	5.00	0.00
Hitch Type	2.5" Adjustable Lunette Eye/Pintle, [C] 42,000 lb Plate Mount (5/8" Bolt)			0.00	Std	1.00	0.00
Jack	12K Drop Leg, Side Wind			0.00	Std	1.00	0.00
Plug	7 Pole RV			0.00	Std	1.00	0.00
Lights	4 tail light system, LED, Sealed Wiring Harness			0.00	Std	1.00	0.00
Trailer Color	Felling Black # CCA945378 (White Felling Decal)			0.00	Std	1.00	0.00
Standard	3/8" Safety Chains, Grade 70			0.00	Std	1.00	0.00
Standard	Document Holder			0.00	Std	1.00	0.00
Option	Tool Box, Medium 57" x 16" x 11", Bolt on with Lockable Cover, 4.6 Cu Ft			0.00	Each	1.00	429.00
GVWR	23,000 lbs			0.00	Std	1.00	0.00



FELLING TRAILERS, INC.

1525 Main Street South, Sauk Centre, MN 56378
Phone: 800-245-2809; FAX: 320-352-5230



1800-C



MSO's are not released until Payment Received

**** FOB IF NO FREIGHT charged ****



**** FET Tax may apply on 26,000 lb GVWR and above ****

Please sign and date your acceptance of this quote:

NJPA	\$13,902.00
NJPA Discount:	\$1,668.24
Addtl Disc (see TERMS)	\$0.00
Net Cost:	\$12,233.76
NJPA Freight:	\$1,080.00
Lisc Fees:	\$0.00
Sales Tax:	\$0.00
FET Tax:	\$0.00
Other Charge (see above):	\$0.00
TOTAL U.S.D.	\$13,313.76



Cat® 299D2 XHP

COMPACT TRACK LOADER

FEATURES:

The Cat® 299D2 XHP Compact Track Loader, with its powerful engine, high output hydraulic system, high lift forces, vertical lift design and torsion axle suspension, provides the maximum performance for work tool productivity, digging, truck loading and material handling in a wide range of underfoot conditions and applications. The 299D2 XHP features the following:

- **Industry leading sealed and pressurized cab option** provides a cleaner and quieter operating environment with excellent Work Tool visibility.
- **Available high-back, heated, air ride seat with seat mounted adjustable joystick controls** makes Cat Compact Track Loaders the industry leader in operator comfort.
- **High performance power train** provides maximum performance and production capability through the Electronic Torque Management system, standard two speed travel and an electronic hand/foot throttle with decel pedal capability.
- **XHP hydraulic system** provides high flow and high pressure that delivers industry leading hydraulic horsepower to efficiently run even the most power hungry work tools.
- **Electronically controlled Cat C3.8 aftercooled engine** provides high horsepower and torque while meeting U.S. EPA Tier 4 Final/ EU Stage IV emission standards.
- **Cat "Intelligent Leveling" system (ILEV)** provides industry leading technology, integration and features such as dual direction self level, work tool return to dig and work tool positioner.
- **Standard fully independent torsion axle suspension** combined with the Speed Sensitive Ride Control system improves operation on rough terrain, enabling better load retention, increased productivity and greater operator comfort.
- **Maximize machine capability and control** with the standard Advanced Display providing on-screen adjustments for implement response, hystat response, and creep control, multi-language functionality with customizable layouts, security system, and rearview camera.
- **Ground level access** to all daily service and routine maintenance points helps reduce machine downtime for greater productivity.
- **Broad range of performance matched Cat Work Tools** make the Cat Compact Track Loader the most versatile machine on the job site.

Specifications

Engine

Engine Model	Cat C3.8 DIT (turbo)	
Gross Power SAE J1995	82 kW	110 hp
Net Power SAE 1349	79 kW	106 hp
Net Power ISO 9249	80 kW	107 hp
Peak Torque at 1,500 rpm SAE J1995	374 N·m	276 lbf·ft
Displacement	3.8 L	232 in³
Stroke	120 mm	4.7 in
Bore	100 mm	3.9 in

Weights*

Operating Weight	5265 kg	11,608 lb
------------------	---------	-----------

Power Train

Travel Speed (Forward or Reverse):		
One Speed	8.4 km/h	5.2 mph
Two Speed	13.5 km/h	8.4 mph

*Operating Weight, Operating Specifications and Dimensions all based on 75 kg (165 lb) operator, all fluids, two speed, ride control, enclosed cab with glass door, side windows, air conditioning, air ride seat, advanced display, rearview camera, 1,000 CCA battery, dual direction self level, 1981 mm (78 in) dirt bucket, 400 mm (15.7 in) tracks, triple flange front/rear idlers, no optional counterweights and manual quick coupler (unless otherwise noted).

Hydraulic System

Hydraulic Flow – XHP:

Maximum Loader Hydraulic Pressure	28 000 kPa	4,061 psi
Maximum Loader Hydraulic Flow†	150 L/min	40 gal/min
Hydraulic Power (calculated)	70 kW	94 hp
Standard Flow Mode:		
Loader Hydraulic Pressure	23 000 kPa	3,335 psi
Loader Hydraulic Flow	86 L/min	23 gal/min
Hydraulic Power (calculated)	33 kW	44 hp

†When equipped with Cat 400 Series work tools.

Operating Specifications*

Rated Operating Capacity:

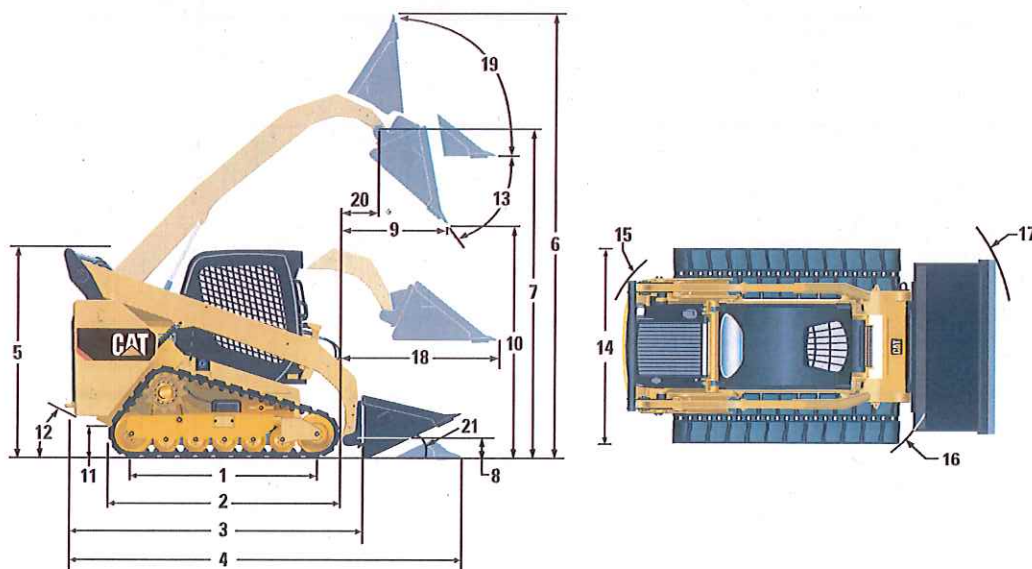
35% Tipping Load	1500 kg	3,308 lb
50% Tipping Load	2143 kg	4,725 lb

Rated Operating Capacity

with Optional Counterweight	2257 kg	4,975 lb
Tipping Load	4286 kg	9,450 lb
Breakout Force, Tilt Cylinder	3298 kg	7,270 lb
Breakout Force, Lift Cylinder	2795 kg	6,162 lb
Ground Contact Area	1.41 m²	2,184 in²
Ground Pressure	36.7 kPa	5.3 psi



299D2 XHP Compact Track Loader



Dimensions*

1 Length of Track on Ground	1767 mm	69.6 in	12 Departure Angle	33°
2 Overall Length of Track	2270 mm	89.4 in	13 Maximum Dump Angle	54°
3 Length without Bucket	3189 mm	125.5 in	14 Vehicle Width (400 mm/15.7 in tracks)	1931 mm 76.0 in
4 Length with Bucket on Ground	3931 mm	154.7 in	15 Turning Radius from Center – Machine Rear	1881 mm 74.0 in
5 Height to Top of Cab	2125 mm	83.6 in	16 Turning Radius from Center – Coupler	1476 mm 58.1 in
6 Maximum Overall Height	4032 mm	158.7 in	17 Turning Radius from Center – Bucket (racked)	2314 mm 91.1 in
7 Bucket Pin Height at Maximum Lift	3208 mm	126.3 in	18 Maximum Reach with Arms Parallel to Ground	1319 mm 51.9 in
8 Bucket Pin Height at Carry Position	180 mm	7.1 in	19 Rack Back Angle at Maximum Height	81°
9 Reach at Maximum Lift and Dump	852 mm	33.6 in	20 Bucket Pin Reach at Maximum Lift	493 mm 19.4 in
10 Clearance at Maximum Lift and Dump	2399 mm	94.5 in	21 Roll Back Angle	25°
11 Ground Clearance	245 mm	9.6 in		

Cab

ROPS	ISO 3471:2008
FOPS	ISO 3449:2005 Level I
FOPS Level II	ISO 3449:2005 Level II

Service Refill Capacities

Cooling System	16 L	4.1 gal
Diesel Exhaust Fluid (DEF) Tank	19 L	5 gal
Engine Crankcase	13 L	3.5 gal
Fuel Tank	122 L	32.2 gal
Hydraulic System	55 L	14.5 gal
Hydraulic Tank	39 L	10.3 gal

Noise Level

Inside Cab**	83 dB(A)
Outside Cab***	104 dB(A)

- Cab and Rollover Protective Structures (ROPS) are standard in North America and Europe.

**The declared dynamic operator sound pressure levels per ISO 6396:2008. The measurements were conducted with the cab doors and windows closed and at 70% of the maximum engine cooling fan speed. The sound level may vary at different engine cooling fan speeds.

***The labeled sound power level for the CE marked configurations when measured according to the test procedure and conditions specified in 2000/14/EC.

Air Conditioning System

The air conditioning system on this machine contains the fluorinated greenhouse gas refrigerant R134a (Global Warming Potential = 1430). The system contains 0.81 kg of refrigerant which has a CO₂ equivalent of 1.158 metric tonnes.

299D2 XHP Compact Track Loader

MANDATORY EQUIPMENT

- Quick Coupler, Mechanical or Powered
- Seat Belt, 50 mm (2 in) or 75 mm (3 in)

PERFORMANCE PACKAGE

- Performance Package H3: *XHP Hydraulics, Dual Direction Electronic Self Level (Raise and Lower), Work Tool Return to Dig, Work Tool Positioner, Electronic Snubbing (Raise and Lower)*

STANDARD EQUIPMENT

ELECTRICAL

- 12 volt Electrical System
- 100 ampere Alternator
- Ignition Key Start/Stop Switch
- Lights: *Gauge Backlighting, Two Rear Tail Lights, Two Rear Halogen Working Lights, Two Adjustable Front Halogen Lights, Dome Light*
- Backup Alarm
- Heavy Duty Battery, 1,000 CCA, with Battery Disconnect

OPERATOR ENVIRONMENT

- Gauges: *Fuel Level, DEF Level, Hour Meter*
- Operator Warning System Indicators: *Air Filter Restriction, Alternator Output, Armrest Raised/Operator Out of Seat, Engine Coolant Temperature, Engine Oil Pressure, Air Inlet Heater Activation, Hydraulic Filter Restriction, Hydraulic Oil Temperature, Park Brake Engaged, Engine Emission System*
- High Back Cloth Seat with Air Suspension, Heated with Recline and Lumbar Support and Fully Adjustable Seat Mounted Controls
- Fold In Ergonomic Contoured Armrest
- Control Interlock System, when operator leaves seat or armrest raised: *Hydraulic System Disables, Hydrostatic Transmission Disables, Parking Brake Engages*
- ROPS Cab, Enclosed, Tilt Up
- FOPS, Level I
- Top, Rear and Side Windows
- Headliner, Deluxe
- Floor Mat
- Interior Rearview Mirror
- 12 volt Electric Socket
- Horn
- Hand (Dial) and Foot Throttle, Electronic with Decel Feature
- Advanced Display: *Full Color, 127 mm (5 in) LCD Screen, Advanced Multi-operator Security System, On-screen Adjustments for Implement Response, Hystat Drive Response, and Creep Control; Rearview Camera Included*
- Storage Compartment with Netting

COMFORT PACKAGE

- Enclosed ROPS with A/C (C3): *Foot Throttle, Headliner, Heater and Defroster, Side Windows, Cup Holder, Radio Ready, Air Ride Seat (High Back and Heated) and Door (Glass or Polycarbonate)*

POWER TRAIN

- Cat C3.8, Turbo Diesel Engine, Meeting Tier 4 Final/Stage IV Emission Standards
- Air Cleaner, Dual Element, Radial Seal
- S-O-SSM Sampling Valve, Hydraulic Oil
- Filters, Cartridge-type, Hydraulic
- Filters, Cartridge-type, Fuel and Water Separator
- Radiator/Hydraulic Oil Cooler (side-by-side)
- Spring Applied, Hydraulically Released, Wet Multi Disc Parking Brakes
- Hydrostatic Transmission, Two Speed Travel
- Suspension – Independent Torsion Axles (4)
- Speed Sensitive Ride Control

OTHER

- Engine Enclosure, Lockable
- Extended Life Antifreeze, -37° C (-34° F)
- Machine Tie Down Points (6)
- Support, Lift Arm
- Hydraulic Oil Level Sight Gauge
- Radiator Coolant Level Sight Gauge
- Radiator, Expansion Bottle
- Cat ToughGuardTM Hose
- Auxiliary, Hydraulics, Continuous Flow
- Heavy Duty, Flat Faced Quick Disconnects with Integrated Pressure Release
- Split D-Ring to Route Work Tool Hoses Along Side of Left Lift Arm
- Electrical Outlet, Beacon
- Belly Pan Cleanout
- Variable Speed Demand Fan
- Steel Imbed Rubber Track – 400 mm (15.7 in) with Triple Flange Idlers (front and rear)
- Product LinkTM PL240, Cellular

OPTIONAL ATTACHMENTS

- Beacon, Rotating
- Engine Block Heater – 120V
- Oil, Hydraulic, Cold Operation
- Paint, Custom
- Variable Speed Demand Fan with Reversing Functionality
- External Counterweights
- Product Link PL641, Cellular
- Bluetooth Radio with Microphone (AM/FM/Weather Band Receiver with USB and Auxiliary Input Jack)
- Full Steel Track (Sealed and Lubricated – SALT) with Triple Grouser Shoes; One Speed Travel Only

**FELLING TRAILERS, INC.**

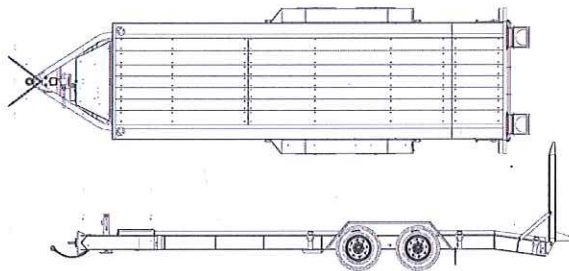
1525 Main Street South, Sauk Centre, MN 563
 Phone: 800-245-2809; FAX: 320-352-5230

Base Model Info

4100-B
www.felling.com

FT-20 I**Product Info****DD I Series****Base Model****GVWR LBS:****23,000****GAWR LBS:****20,000****WEIGHT LBS:****4,600****CAPACITY LBS:****18,400**

- 10x17# I-beam Main Frame
- 4" (80K) Jr I-beam crossmembers
- 18" on center



• Shown with optional dovetail

Standard & Other Options	Description	Std. Option	Std. Qty.	Unit
Frame Type	3" Angle Lip Up	X	1.00	Std
Deck Length	Main Deck Length	X	20.00	Feet
Deck Type	White Oak 2" Nom	X	1.00	Std
Ramps; Rear	6' x 16" Angle Iron Spring Assist	X	1.00	Pair
Ramps, Acc	Full width ramp rod	X	1.00	Std
Appx Deck Height	24" Loaded, 26" Unloaded (Torsion)	X	1.00	Inches
Width	102" OD, 82" ID	X	1.00	Inches
Tie Downs	D-Rings, 1" Straight	X	8.00	Std
Brakes	Electric, Dexter FSA (Fwd Self Adj) On All Axles	X	1.00	Std
Axles	10K Dexter Oil Bath	X	2.00	Std
Suspension	Rubber Torsion, Dexter TorFlex, 42" Spread	X	1.00	Std
Tires & Wheels	235/75R 17.5 J, 8 Bolt [17.5 x 6.75]	X	4.00	Std
Hitch Length	Center of Coupler to Headboard, Appx - Adj Hitch Range 14" to 23" (22" to 27" if Hyd)	X	5.00	Feet
Hitch Type	2.5" Adjustable Lunette Eye/Pintle, [C] 42,000 lb Plate Mount (5/8" Bolt)	X	1.00	Std
Jack	12K Drop Leg, Side Wind	X	1.00	Std
Plug	7 Pole RV	X	1.00	Std
Lights	4 tail light system, LED, Sealed Wiring Harness	X	1.00	Std
Trailer Color	Felling Black # CCA945378 (White Felling Decal)	X	1.00	Std
Standard	3/8" Safety Chains, Grade 70	X	1.00	Std
Standard	Document Holder	X	1.00	Std
GVWR	23,000 lbs	X	1.00	Std

Prices subject to change without notice

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: CC AUDIT ENGAGEMENT AGREEMENT and SIGNATURE AUTHORITY TO COUNTY ADMINISTRATOR

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: 08/01/18 **DEPARTMENT:** Finance **TIME NEEDED:** 10 min

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY: CONSENT**

MEMO ATTACHED Yes ☐ No ☒ If no memo, explain:

CONTACT PERSON: Louise Kallstrom **PHONE/EXT:** 3232 **TODAY'S DATE:** 07/23/18

BRIEF BACKGROUND OR NOTE: (If no memo attached) Pauly Rogers engagement letter in the amount of \$47,500.00 for 2017-2018 financial audit.

FILES ATTACHED:

- (1) Pauly Rogers Engagement Letter
- (2)

INSTRUCTIONS ONCE SIGNED:

- ☐ No Additional Activity Required OR
- ☒ File with County Clerk Name:
- ☐ Send Printed Copy to: Address:
- ☐ Email a Digital Copy to: City/State/Zip:
- ☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

PART II – COUNTY ADMINISTRATOR REVIEW

☐ **APPROVED FOR** BOC MEETING ☐ Not Approved for BOC Agenda because

ASSIGNED TO: PRESENTATION



PAULY, ROGERS, AND CO., P.C.
12700 SW 72nd Ave. ♦ Tigard, OR 97223
(503) 620-2632 ♦ (503) 684-7523 FAX
www.paulyrogersandcocpas.com

January 1, 2018

To the Board of Commissioners
Curry County
94235 Moore Street, Suite 125
Gold Beach, OR 97444

We are pleased to confirm our understanding of the services we are to provide for the year ended June 30, 2018. We will audit the basic financial statements of Curry County as of and for the year ended June 30, 2018.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

We have also been engaged to report on supplementary information other than RSI that accompanies the financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

Any other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will not provide an opinion or any assurance.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on (1) Internal Control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*; (2) Internal control related to major programs and an opinion on compliance with laws, regulations and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

CURRY COUNTY
January 1, 2018

The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe (1) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (2) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance, and (3) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), and will include tests of the accounting records of Curry County, a determination of major program(s) in accordance with the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), and other procedures we consider necessary to enable us to express such opinions and to render the required reports. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management and the governing body of Curry County. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions to the financial statements or the Single Audit compliance opinion are other than unmodified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed our opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the requirements of the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). You are also responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the written representation letter our assistance with the preparation of the financial statements and schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further you are responsible for designating an individual with suitable skill, knowledge, and experience to oversee our assistance for any other nonattest services we provide; and for evaluating the adequacy and results of those nonattest services and accepting responsibility for them. Nonattest services are not conducted in accordance with *Government Auditing Standards*.

CURRY COUNTY
January 1, 2018

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation of the basic financial statements in conformity with U.S. generally accepted accounting principles.

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (3) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of the controls. The objectives of internal control are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorizations and recorded properly.

Management is responsible for preparation of the schedule of expenditures of federal awards in conformity with the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for the presentation of the schedule of expenditures of federal awards in accordance with the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance); (2) that you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance); (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the County involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Management is also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud or illegal acts affecting the County received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the County complies with applicable laws, regulations, contracts, agreements and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

CURRY COUNTY

January 1, 2018

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. We understand that you will provide us with such information required for our audit and that you are responsible for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, (4) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence, and if applicable, (5) unrestricted access to component information, persons at components (including management and those charged with governance, or component auditors, if applicable). Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. That responsibility includes the establishment and maintenance of adequate records and effective internal control over financial reporting, the selection and application of accounting principles, and the safeguarding of assets. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. Management agrees to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken on to address significant findings and recommendations resulting from those audits, attestation engagements performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing information.

We will provide you with an auditor's assistance package prior to our arrival at each stage of fieldwork. This package will detail the schedules and information that we expect your employees to have prepared by the time we arrive. We understand that your employees will have all auditor assistance package items ready and will type all confirmations we request and will locate any invoices selected by us for testing. *The fee for the examination is based on the completion of these supporting schedules and providing other assistance on a timely basis.*

Schedules and Financial Statements Prepared by Management

Management is responsible for ensuring that all accounts are reconciled, preparing the financial statements and all supplementary schedules, preparing the notes to the financial statements, and preparing and reviewing the management's discussion and analysis section. Our responsibility is to audit the financial statements, which includes a review of the notes to the financial statements. Any additional work to assist with the work listed

CURRY COUNTY
January 1, 2018

above or any other requested work will be billed at our hourly rate. We will obtain approval of any additional fees before we begin any extra work. We have included our fees for assistance in preparation of the financial statements and notes in our fee section below.

General Audit Procedures

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse. Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements (whether caused by errors or fraud), illegal acts, misappropriation of assets, or noncompliance may exist and not be detected by us. Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations, immaterial illegal acts, or illegal acts that do not have a direct effect on the financial statements or major programs. However, we will inform you of any material errors and abuse that come to our attention and any fraud that comes to our attention. We will also inform you of any illegal acts that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later period for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statement and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued

CURRY COUNTY
January 1, 2018

pursuant to the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, Government Auditing Standards, and the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

We will obtain an understanding of the design of the relevant controls and whether they have been placed in operation, and we will assess control risk. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Tests of controls relative to the financial statements are required only if control risk is assessed below the maximum level. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

The Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the major programs. The purpose of these procedures will be to express an opinion the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Curry County in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Audit Administration, Fees and Other Items

Roy Rogers is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

CURRY COUNTY

January 1, 2018

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

At the conclusion of the engagement, we will provide copies of our reports to various local and state agencies, as they require. However, it is management's responsibility to submit these reports. At the conclusion of the engagement, we will provide information to management as to where the reporting packages should be submitted and the number to submit. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The County hereby indemnifies Pauly, Rogers and Co., P.C. and its partners, principals and employees and holds them harmless from all claims, liabilities, losses and costs arising in circumstances where there has been a knowing misrepresentation by a member of the County's management, regardless of whether such person was acting in the County's interest. This indemnification will survive termination of this letter.

The workpapers for this engagement are the property of Pauly, Rogers and Co., P.C. and constitute confidential information. However, we may be requested to make certain information available to grantor agencies pursuant to authority given to it by law or regulation. We will notify you of any such requests. If requested, access to such workpapers will be provided under the supervision of Pauly, Rogers and Co., P.C. personnel. Furthermore, upon request, we may provide photocopies of selected workpapers to grantor agencies. The grantor agency may intend, or decide, to distribute the photocopies or information contained therein to others, including other governmental agencies.

The workpapers for this engagement will be retained for a minimum of five years after the date the auditors' report is issued or for any additional period requested by a federal awarding agency or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the workpapers.

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as we progress through the audit and are payable upon presentation. The fees for our services should not exceed the following:

Audit Services:

Financial Statement Audit (including single audit)	\$ 39,500
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Non-Audit Services:

Assistance in preparation of Financials Statements (including review, printing and binding of reports)	8,000
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Total	<u>\$ 47,500</u>
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CURRY COUNTY
January 1, 2018

This fee includes up to 10 bound copies of the report plus one unbound copy. Additional copies will be billed at the rate of \$40 per copy. This fee is based on the anticipated cooperation from your personnel and on the assumption that the books will be closed, balanced, reconciled, with all material accruals recorded, all auditor requested information prepared prior to our arrival, and that unexpected circumstances will not be encountered during the audit. Our fee is also based upon the scope of work that was done in the previous year. If there is additional activity this year, beyond the scope of last year's work, we will need to charge for that additional work. We will give you a change of scope letter explaining the added work and our estimated fees, which must be signed by you, before we can continue the engagement or before we perform the additional work. Additional time may be necessary due to work which is beyond the scope of the engagement indicated above. Such work could include, but is not limited to, additional agreed upon procedures, audit testing required under the Single Audit Act Amendments of 1996 that was not previously specified, and reconciliations and/or adjustments needed to bring financial statements into conformity with generally accepted accounting principles. The additional time will be billed at our standard hourly billing rates for the individuals who perform those services.

If the County does not have substantially all items on the preparation list available and ready for audit, including all accounts reconciled, the County must contact us to re-schedule the audit. Cancellation for any reason must be communicated to the in-charge auditor at least three days prior to the first scheduled date of fieldwork; otherwise a mobilization fee of \$500 will be charged to the County. If the audit team arrives at the County's offices to conduct fieldwork and finds that the books and records are not adequately prepared for audit, the audit team will have to re-schedule fieldwork until such time that the County's books and records are adequately prepared for audit and a mobilization fee of \$500 will be charged to the County.

Upon issuance of any invoices, there is a 30 day grace period for payment before a finance charge is assessed on any outstanding balance. Should any outstanding balance for our services exceed 31 days, you will be notified in writing of the balance due for the specified work performed, and we will perform no further services until we are paid in full. A total of three letters will be sent before we begin collection procedures after 120 days. You agree to reimburse us for all administrative, collection service, attorney, and other related filing fees and costs associated with the collection of our fees.

Requests to present the annual financial report to the board of governance or delegated committee will be assessed based on the availability of management during the time requested. An additional fee may be assessed for the presentation based on travel expenses, and time spent for travel, preparation and the presentation. The utilization of a virtual meeting (conference phone call or Skype) may result in a lower presentation fee.

Any claim arising out of services rendered to this agreement shall be resolved in accordance with the laws of the State of Oregon. It is agreed by the County and Pauly, Rogers and Co., P.C. or any successors in interest that no claim arising out of services rendered pursuant to this agreement by or on behalf of the County shall be asserted more than two years after the date of this engagement report issued by us.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained on those sites or to consider the consistency of other information in the electronic site with the original document.

We have provided staff to work with your County as auditors. In the future, you may decide that you need the services of one or more full-time employees for this work. At that time, we can assist you in identifying qualified individuals. However, because of the knowledge that our staff has obtained about your County, you may wish to hire one or more of them. If this should occur, we will charge you a recruiting fee equivalent to twenty percent of the annual salary offered to our employee to compensate us for the loss of our valued and extensively trained employee.

CURRY COUNTY
January 1, 2018

We appreciate the opportunity to be of service to Curry County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. This letter will continue in effect until canceled by either party per the terms of our original contract.

Sincerely,

A handwritten signature in black ink that reads "Roy R. Rogers". The signature is written in a cursive style with a large, stylized "R" at the beginning.

ROY R. ROGERS, CPA
PAULY, ROGERS AND CO., P.C.

Signature: _____

Title: _____

Date: _____

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Appointment to the Coos Curry Housing Board

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: August 1, 2018 **DEPARTMENT:** Admin **TIME NEEDED:** 5 min

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY** **CONSENT**

MEMO ATTACHED Yes ☐ No ☐ If no memo, explain:

CONTACT PERSON: Clark Schroeder **TODAY'S DATE:** July 26, 2018

BRIEF BACKGROUND OR NOTE: (If no memo attached) Connie Hunter has applied to be appointed, term expiring January 3, 2021.

FILES ATTACHED:

- (1) Redacted Application of Connie Hunter
- (2) Order to Appoint Connie Hunter
- (3)

INSTRUCTIONS ONCE SIGNED:

- ☒ No Additional Activity Required OR
- ☐ File with County Clerk Name:
- ☐ Send Printed Copy to: Address:
- ☐ Email a Digital Copy to: City/State/Zip:
- ☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

PART II – COUNTY ADMINISTRATOR REVIEW

☒ **APPROVED FOR** **BOC MEETING** ☐ Not Approved for BOC Agenda because

ASSIGNED TO: CONSENT



Application for Volunteer Boards, Commissions, Councils, Committees or Task Forces

Board of Curry County Commissioners

94235 Moore Street, Suite 122

Gold Beach, OR 97444

Phone: 541-247-3296 Fax: 541-247-2718 Email: BOC_Office@co.curry.or.us

Please complete both pages of this form. Information submitted as part of this application is available and shall be considered public information as it pertains to Oregon Public Records.

NOTE: A separate application may be required for each Board, Commission, Council, Committee or Task Force for which you are applying.

Please print or type clearly

Name: Connie Hunter Date: 23 July 2018

Please indicate which Board, Commission, Council, Committee or Task Force on which you are interested in serving:

<input type="checkbox"/> Ambulance Service Area Advisory Committee	<input checked="" type="checkbox"/> Coos Curry Housing Authority
<input type="checkbox"/> Board of Property Tax Appeals	<input type="checkbox"/> Fair Board
<input type="checkbox"/> Brookings Airport Advisory Committee	<input type="checkbox"/> Farm Board of Review
<input type="checkbox"/> Budget Committee	<input type="checkbox"/> Local Public Safety Coordinating Council
<input type="checkbox"/> Building Codes Appeal Board	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> CCD Business Development Corporation	<input type="checkbox"/> RSVP Advisory Board
<input type="checkbox"/> Citizen Involvement Committee	<input type="checkbox"/> Solid Waste Advisory Committee
<input type="checkbox"/> Compensation Board	<input type="checkbox"/> Veteran's Advisory Council
<input type="checkbox"/> Other	

Are you currently serving on a Board, Commission, Council, Committee or Task Force for Curry County?

☒ Yes ☐ No If Yes, list which committee(s):
CCH-MH & Addictions Advisory Bd., V.P.

What experience, training or qualifications do you have for this particular Board, Commission, Council, Committee or Task Force? Background in community and economic development;

work with college students/student athletes; devout housing activist, food bank Board member; Chamber of Commerce adviser.

What community topics concern you that relate to this Board, Commission, Council, Committee or Task Force? _____

Lack of affordable housing for our most vulnerable populations - students, senior and veterans, recognize the housing shortage in general - Help city townhalls re how

Describe your previous experience in this appointed position or a similar position: My background includes working for the development arm of

Director of Development professional and Curry
Community Health's Advisory Board

Other volunteer activities: AVVA Chapter 757 Secretary - The
Largest combined w/ VVA in The state; VA Roseburg
Mental Health Executive Council & Congressional/USO adviser.

Does your schedule allow you to attend daytime meetings?

☒ Yes ☐ No

Does your schedule allow you to attend evening meetings?

☒ Yes ☐ No

Does your schedule limit the days you could attend meetings?

☐ Yes ☒ No

If Yes, please explain _____

Have you ever been convicted of a crime?

☐ Yes ☒ No

If Yes, please explain _____

Connie R. Hunter

Signature

23 July 2018

Date

My signature above indicates my desire to serve Curry County in a voluntary capacity as a member of one of its Boards, Commissions, Councils, Committees or Task Forces. I understand that there is no financial compensation for serving.

Thank you for your application.

Please return your completed application to the Curry County Commissioners' Office at the address or email listed on page one of this form or you may submit your application on the county's website at www.co.curry.or.us.

Per ORS 192.502(3), the following can only be disclosed to the public following a public record request that shows clear and convincing evidence that the public interest requires disclosure.

Your mailing address: _____

(b) (1) (A)

Best phone number to call you: _____

(b) (1) (A)

E-Mail address: _____

(b) (1) (A)

BEFORE THE BOARD OF COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY, OREGON

IN THE MATTER OF THE)
APPOINTMENT OF A) ORDER NO.
MEMBER TO THE COOS CURRY)
HOUSING AUTHORITY)

WHEREAS, a position has become vacant on the Coos Curry Housing Authority Board due to a resignation and;

WHEREAS, the Board of Curry County Commissioners announced the vacancy, and invited interested persons to apply; and

WHEREAS, Connie Hunter has applied and indicated her willingness to serve;

NOW, THEREFORE, IT IS HEREBY ORDERED that Connie Hunter is appointed to the Coos-Curry Housing Authority with said term to expire January 3, 2021.

DATED this 1st day of August, 2018.

CURRY COUNTY BOARD OF COMMISSIONERS

Sue Gold, Chair

Thomas Huxley, Vice Chair

Court Boice, Commissioner

Reviewed as to Form:

John Huttli, Curry County Legal Counsel

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Support for Vietnam War Memorial

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: , 2018 **DEPARTMENT:** BOC **TIME NEEDED:** 5 min

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY PRESENTATION**

MEMO ATTACHED Yes ☒ No ☐ If no memo, explain:

CONTACT PERSON: **TODAY'S DATE:** 2018

BRIEF BACKGROUND OR NOTE: (If no memo attached)

FILES ATTACHED:

(1)

(2)

(3)

INSTRUCTIONS ONCE SIGNED:

☒ No Additional Activity Required OR

☐ File with County Clerk Name:

☐ Send Printed Copy to: Address:

☐ Email a Digital Copy to: City/State/Zip:

☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

PART II – COUNTY ADMINISTRATOR REVIEW

☒ **APPROVED FOR** BOC MEETING ☐ Not Approved for BOC Agenda because

ASSIGNED TO: PRESENTATION



**Curry County
Board of Commissioners**

Sue Gold, *Chair*
Thomas Huxley, *Vice Chair*
Court Boice, *Commissioner*

94235 Moore Street/Suite #122
Gold Beach, OR 97444
541-247-3296, 541-247-2718 Fax
800-243-1996 www.co.curry.or.us

August 1, 2018

Vietnam War Memorial Fund c/o Steve Bates
PO Box 1448
Boring, OR 97009

Dear Mr. Bates:

The Curry County Board of Commissioners unanimously endorses the establishment of a Vietnam War Memorial on the Oregon State Capitol Grounds. You have our unequivocal support for this great cause.

Curry County cares for its living veterans and honors those who have fallen. Your request is emblematic of our unwavering support for those who have put themselves in harm's way at great personal risk and sacrifice.

We wish you and your group success as you move forward in your cause. Thank you for your efforts. We appreciate you and your organization's Steering Committee's time and commitment to building a memorial.

Sincerely
Curry County Commissioner

Sue Gold

Thomas Huxley

Court Boice

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: PAF to Present

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: 8/1/18 **DEPARTMENT:** P/R & HR **TIME NEEDED:** 5 min

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY** **CONSENT**

MEMO ATTACHED Yes ☒ No ☐ If no memo, explain:

CONTACT PERSON: Julie Swift **PHONE/EXT:** 3233 **TODAY'S DATE:** 7/26/18

BRIEF BACKGROUND OR NOTE: (If no memo attached)

FILES ATTACHED:

- (1) Memo
- (2) Exhibit A

INSTRUCTIONS ONCE SIGNED:

- ☒ No Additional Activity Required OR
- ☐ File with County Clerk Name:
- ☐ Send Printed Copy to: Address:
- ☐ Email a Digital Copy to: City/State/Zip:
- ☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

PART II – COUNTY ADMINISTRATOR REVIEW

☐ **APPROVED FOR** _____ **BOC MEETING** ☐ **Not Approved for BOC Agenda**
because

ASSIGNED TO:

BOC MEMO TEMPLATE

TO: CLARK SCHROEDER

FROM: JULIE SWIFT

SUBJECT: PAF TO PRESENT

DATE: 3/28/18

BACKGROUND: Personnel Rules Article 13, Section G was amended in April 2016 to allow departments to hire and fill positions by completing a Personnel Action Form and not a formal order to the BOC. Part of that article also required that new appointments will be introduced within 60 days of hire as a Presentation to the Board.

RELEVANT FACTS: Curry County has created the office and position of County Administrator who has with certain exceptions the authority to select, supervise, and discipline all county staff and employees.

Attached are 6 PAFs for employees hired since February June 11, 2018.

RECOMMENDATION(S): Recommend that this is an item as a Presentation to the Board.

Exhibit A



Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: 05-29-18

Employee's Name:

John MacKenzie

Recommending Official

Sheriff John Ward

Action to be Taken:
(check all that apply)

☒ New Hire

☐ Promotion

☐ Payroll Allocation Change *

☐ Rehire

☐ Change in Pay

☐ Leave of Absence (explain below)

☐ Transfer

☐ Other:

☒ Job Description Attached

Start/Effective Date: 06-11-18

☐ Temporary (less than 180 days) requires end date

End Date:

☐ Seasonal (less than 90 days) requires end date

OR ☐ Continuing

FROM
(use for changes)

Dept

Range

Step

Base Pay

Per

Month

TO

(use for new hires & changes)

Dept

Range

Step

Base Pay

Per

Curry County Sheriff's Office

911/EMD

S-10

A

3258

Month

☐ Certification (list):

*Allocation Change:

☐ No Change

Explanation:

Fund Dept Division Object %

Sum of percentages must equal				100%

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.

New Hire Dispatch to fill open position

REQUIRED SIGNATURES: Please sign and date.

Appointing Authority:

[Signature] - Sheriff

Date: 5-29-18

Administrator:

[Signature] ACTING INTERIM C.A.

Date: 5/29/18

Employee:

[Signature]

Date: 5-29-18

Human Resources:

[Signature]

Date: 6/26/18



Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: 6/4/18

Employee's Name:

Brandon Seuser-Smith

Recommending
Official

Jay Trost

Action to be Taken:
(check all that apply)

☒ New Hire

☐ Promotion

☐ Payroll Allocation Change *

☐ Rehire

☐ Change in Pay

☐ Leave of Absence (explain below)

☐ Transfer

☐ Other:

☐ Job Description
Attached

Start/Effective Date: 6/04/18

☐ Temporary (less than 180 days) requires end date

End Date: 9/15/18

☐ Seasonal (less than 90 days) requires end date

OR ☐ Continuing

FROM
(use for changes)

Dept

Range

Step

Base Pay

Per

					Month	
--	--	--	--	--	-------	--

TO
(use for new hires & changes)

Dept

Range

Step

Base Pay

Per

Youth Work Crew	Parks	N/A	N/A	11.00	Hour	
-----------------	-------	-----	-----	-------	------	--

☐ Certification (list):

*Allocation Change:

☐ No Change


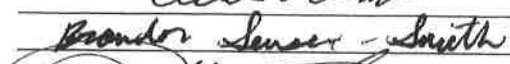

Explanation:

Fund	Dept	Division	Object	%
Sum of percentages must equal				100%

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.

REQUIRED SIGNATURES: Please sign and date.

Appointing Authority:

Date: 6/4/18

Administrator:

Date: 6/4/18

Employee:

Date: 6/4/18

Human Resources:

Date: 6/6/18



Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: 6/4/18

Employee's Name:

Taylor Mather

Recommending
Official

Jay Trost

Action to be Taken:
(check all that apply)

☐ New Hire

☐ Promotion

☐ Payroll Allocation Change *

☒ Rehire

☐ Change in Pay

☐ Leave of Absence (explain below)

☐ Transfer

☐ Other:

☐ Job Description
Attached

Start/Effective Date: 6/04/18

☐ Temporary (less than 180 days) requires end date

End Date: 9/15/18

☐ Seasonal (less than 90 days) requires end date

OR ☐ Continuing

FROM
(use for changes)

Dept

Range

Step

Base Pay

Per

					Month	
--	--	--	--	--	-------	--

TO
(use for new hires & changes)

Dept

Range

Step

Base Pay

Per

Youth Work Crew	Parks	N/A	N/A	13.50	Hour	
-----------------	-------	-----	-----	-------	------	--

☐ Certification (list):

*Allocation Change:

☐ No Change

Explanation:

Fund	Dept	Division	Object	%
Sum of percentages must equal				100%

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.

REQUIRED SIGNATURES: Please sign and date.

Appointing Authority:

Date: 6/4/18

Administrator:

Date: 6/4/18

Employee:

Date: 6/4/18

Human Resources:

Date: 6/4/18



Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: 06-12-18

Employee's Name:

Jason Thien

Recommending
Official

Sheriff John Ward

Action to be Taken:
(check all that apply)

☒ New Hire

☐ Promotion

☐ Payroll Allocation Change *

☐ Rehire

☐ Change in Pay

☐ Leave of Absence (explain below)

☐ Transfer

☐ Other:

☐ Job Description
Attached

Start/Effective Date:

6/20/18

☐ Temporary (less than 180 days) requires end date

End Date:

OR ☐ Continuing

☐ Seasonal (less than 90 days) requires end date

FROM

(use for changes)

Dept

Range

Step

Base Pay

Per

					Month	
--	--	--	--	--	-------	--

TO

(use for new hires & changes)

Dept

Range

Step

Base Pay

Per

Curry County Sheriff's Office	Patrol	S-1	F	4429	Month	
-------------------------------	--------	-----	---	------	-------	--

☐ Certification (list):

*Allocation Change:

☐ No Change

Explanation:

Fund	Dept	Division	Object	%	
Sum of percentages must equal				100%	

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.

New Hire for Patrol to fill vacant position. Certifications our of Arizona

REQUIRED SIGNATURES: Please sign and date.

Appointing Authority:

John Ward - SHERIFF

Date: 6-12-18

Administrator:

[Signature]

Date: 6/22/18

Employee:

[Signature]

Date: 6-12-18

Human Resources:

Date: 6/22/18



Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: 06-14-18

Employee's Name:

David Vershall

Recommending
Official

Sheriff John Ward

Action to be Taken:
(check all that apply)

☒ New Hire

☐ Promotion

☐ Payroll Allocation Change *

☐ Rehire

☐ Change in Pay

☐ Leave of Absence (explain below)

☐ Transfer

☐ Other:

☒ Job Description
Attached

Start/Effective Date: 07-11-18

☐ Temporary (less than 180 days) requires end date

End Date:

☐ Seasonal (less than 90 days) requires end date

OR ☐ Continuing

FROM
(use for changes)

Dept

Range

Step

Base Pay

Per

Month

TO

(use for new hires & changes)

Dept

Range

Step

Base Pay

Per

Curry County Sheriff's Office

Patrol

S-1

F

4429

Month

☐ Certification (list):

*Allocation Change:

☐ No Change

Explanation:

Fund	Dept	Division	Object	%
Sum of percentages must equal				100%

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.

New hire for Patrol with numerous certifications out of Metro Nevada. Has over twenty years' experience so will start at top step of Basic certificate.

REQUIRED SIGNATURES: Please sign and date.

Appointing Authority:

Date: 6-14-18

Administrator:

Date:

Employee:

Date: 6/14/18

Human Resources:

Date:



Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: July 17, 2018

Employee's Name:

Geoffery Howard

Recommending
Official

Reily Smith, County Surveyor

Action to be Taken:
(check all that apply)☒ New Hire☐ Promotion☐ Payroll Allocation Change *☐ Rehire☐ Change in Pay☐ Leave of Absence (explain below)☐ Transfer☐ Other:☐ Job Description
Attached

Start/Effective Date: July 17, 2018

☒ Temporary (less than 180 days) requires end date

End Date: Approx. Sept. 15, 2018

☐ Seasonal (less than 90 days) requires end dateOR ☐ ContinuingFROM
(use for changes)

Dept

Range

Step

Base Pay

Per

					Month	
--	--	--	--	--	-------	--

TO
(use for new hires & changes)

Dept

Range

Step

Base Pay

Per

SURVEY TECH				\$14.00	Hour	
-------------	--	--	--	---------	------	--

☐ Certification (list): _____

*Allocation Change:

☐ No Change

Explanation:

Fund	Dept	Division	Object	%
Sum of percentages must equal				100%

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.**REQUIRED SIGNATURES:** Please sign and date.

Appointing Authority:

Date: 7/17/18

Administrator:

Date: 7/17/18

Employee:

Date: 7/19/18

Human Resources:

Date: 7/24/18

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Order Adopting New Public Records Policy Rescinding Prior Public Records Policy

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: 08/01/2018 **DEPARTMENT:** Counsel **TIME NEEDED:** 10 mins

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY ORDER**

MEMO ATTACHED Yes ☐ No ☒ If no memo, explain: See Brief Background Below

CONTACT PERSON: J. Hutt **PHONE/EXT:** 3218 **TODAY'S DATE:** 07/27/2018

BRIEF BACKGROUND OR NOTE: (If no memo attached) The County's Public Records Policy has not been updated since 2012. Because of changes in state law, and because the existing policy contained opportunities for mis-handling requests, the new policy is recommended. Features of the new policy are: (1) revisions of old policy to comply with state law; (2) creation of a single point of contact for public and staff to process requests; (3) new forms for requests, acknowledgement, and appeals if any. Staff recommends approval

FILES ATTACHED:

- (1) New Public Records Policy
- (2) Exhibits Including Flow Chart
- (3) Order adopting new policy

INSTRUCTIONS ONCE SIGNED:

- ☐ No Additional Activity Required OR
- ☐ File with County Clerk Name:
- ☐ Send Printed Copy to: Address:
- ☐ Email a Digital Copy to: City/State/Zip:
- ☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

PART II – COUNTY ADMINISTRATOR REVIEW

☒ **APPROVED FOR** BOC MEETING ☐ **Not Approved for BOC Agenda because**

ASSIGNED TO: ORDER

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Order Adopting New Public Records Policy Rescinding Prior Public Records Policy

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: 08/01/2018 **DEPARTMENT:** Counsel **TIME NEEDED:** 10 mins
(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY ORDER**

MEMO ATTACHED Yes ☐ No ☒ If no memo, explain: See Brief Background Below
CONTACT PERSON: J. Hutt **PHONE/EXT:** 3218 **TODAY'S DATE:** 07/27/2018

BRIEF BACKGROUND OR NOTE: (If no memo attached) The County's Public Records Policy has not been updated since 2012. Because of changes in state law, and because the existing policy resulted in inconsistent results when processing requests, the new policy was developed. Features of the new policy are: (1) revisions of old policy to comply with changes in state law; (2) creation of a single point of contact for public and staff to process requests; (3) new forms for requests, acknowledgement, and appeals if any. Staff recommends approval

FILES ATTACHED:

- (1) New Public Records Policy
- (2) Exhibits Including Flow Chart
- (3) Order adopting new policy

INSTRUCTIONS ONCE SIGNED:

- ☐ No Additional Activity Required OR
- ☐ File with County Clerk Name:
- ☐ Send Printed Copy to: Address:
- ☐ Email a Digital Copy to: City/State/Zip:
- ☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

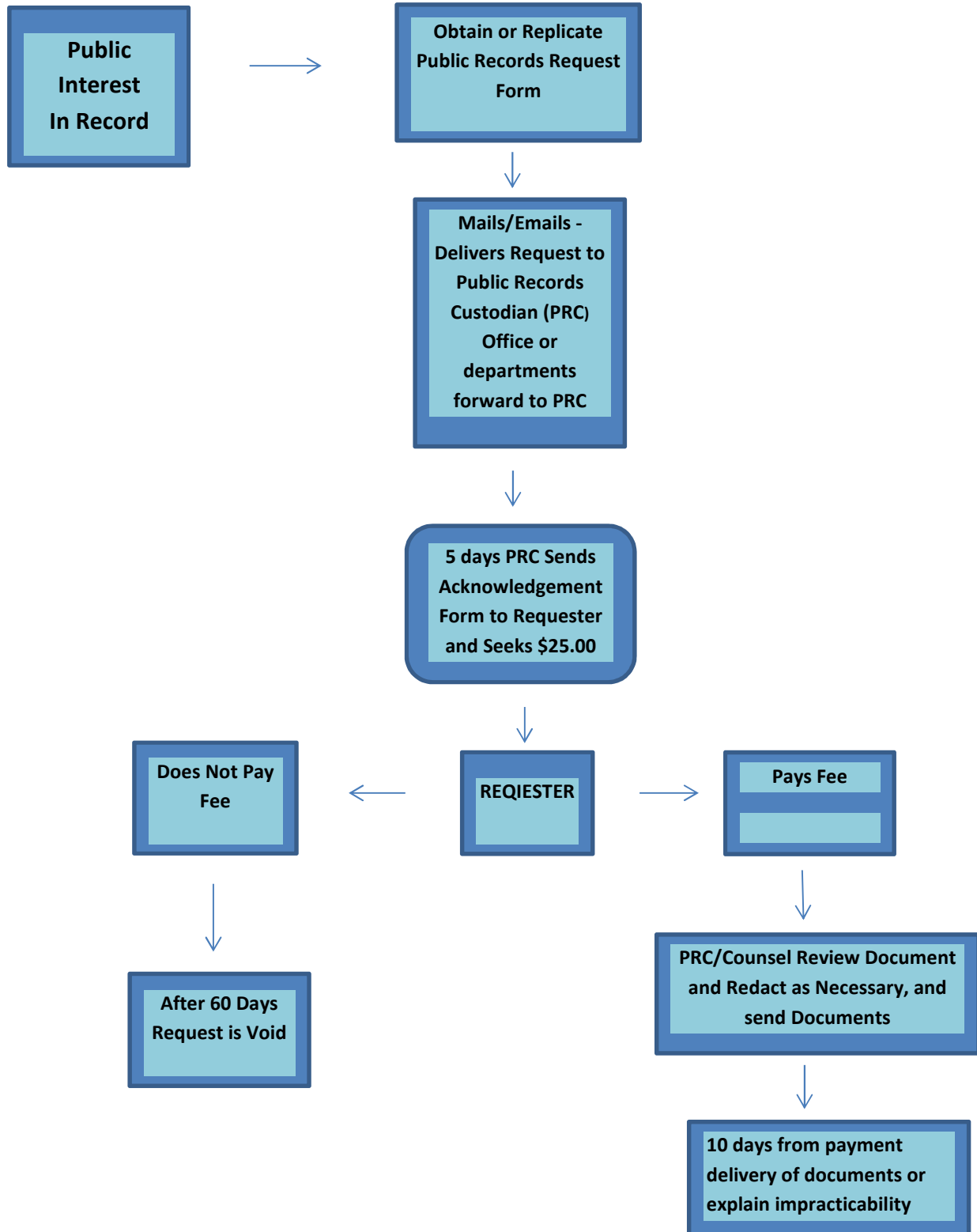
PART II – COUNTY ADMINISTRATOR REVIEW

☒ **APPROVED FOR** BOC MEETING ☐ Not Approved for BOC Agenda because

ASSIGNED TO: ORDER

EXHIBIT C

PUBLIC RECORDS FLOW CHART



BEFORE THE BOARD OF COUNTY COMMISSIONERS

IN AND FOR THE COUNTY OF CURRY, OREGON

In the Matter of an Order)
Adopting a Curry County Public)
Records Policy and Repealing)
Order 13614 to rescind the)
2012 Public Records Policy)

ORDER NO. _____

WHEREAS, Oregon statutes have changed and ORS 192.311 to ORS 192.478 now govern Public Records Requests; and

WHEREAS, the County's prior Order 13614 adopted a public records policy under the prior statutory scheme under ORS 192.440(7) which has been renumbered; and

WHEREAS, the County's existing public records policy and procedure led to inconsistent results when processing of public records requests; and

WHEREAS, it is in the public interest of the Citizens of Curry County to repeal Order 13614 and thereby repeal the County's prior Public Records Policy and Procedure as shown in CJ 2012-11; and

WHEREAS, the County desires to adopt a new Public Records Policy to comply with changes in state law and eliminate elements in prior public records policy that led to inconsistent processing of public records requests;

NOW, THEREFORE, THE BOARD OF CURRY COUNTY COMMISSIONERS HEREBY ORDERS

1. The Curry County Public Records Request Policy and Procedure attached hereto as exhibit A is Adopted.
2. Curry county Order Number 13614 adopting the former public records request policy and procedure is repealed, but applies to requests received prior the date of this order.
3. This Order is effective on its passage and applies to any public records requests received after this date.

[Signature Page to Follow]

///

DATED this 1st day of August, 2018.

BOARD OF CURRY COUNTY COMMISSIONERS

Sue Gold, Chair

Thomas Huxley, Vice Chair

Court Boice, Commissioner

Approved as to Form:

John Hutt
Curry County Counsel

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Consolidation of Dispatch

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: , 8/1/2018 **DEPARTMENT:** Administration **TIME NEEDED:** 10 min

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY** PRESENTATION

MEMO ATTACHED Yes ☒ No ☐ If no memo, explain:

CONTACT PERSON: Clark Schroeder **TODAY'S DATE:** 7/27/182018

BRIEF BACKGROUND OR NOTE: (If no memo attached)

See memo

FILES ATTACHED:

- (1) Memo
- (2) Study proposal
- (3)

INSTRUCTIONS ONCE SIGNED:

- ☒ No Additional Activity Required OR
- ☐ File with County Clerk Name:
- ☐ Send Printed Copy to: Address:
- ☐ Email a Digital Copy to: City/State/Zip:
- ☐ Other Phone:

Note: Most signed documents are filed/recorded with the Clerk per standard process.

PART II – COUNTY ADMINISTRATOR REVIEW

☒ **APPROVED FOR** **BOC MEETING** ☐ Not Approved for BOC Agenda because
Clark Schroeder

ASSIGNED TO: PRESENTATION

BOC MEMO

TO: BOARD OF COMMISSIONERS

FROM: COUNTY ADMINISTRATOR – CLARK SCHRODER

SUBJECT: Consolidation of Dispatch services

DATE: (FOR) August 1 2018

BACKGROUND: This agenda item is to direct staff to work on a agreement with the City of Brookings to fund a study regarding consolidation of dispatch services

RELEVANT FACTS:

The idea of consolidating dispatch services with the City of Brookings has been considered for some time. In the packet for today, there is a proposal from Portland State University to study and make recommendations for this consolidation. The cost of this study is \$35,000 and staff is recommending that the cost be split with Brookings. In conversations with the City Administrator for Brookings, they are also interested and supportive of this arrangement/study, but have yet to have an official directive from the City Council. I recommend that the Board of Commissioners direct staff to work on an agreement between Curry County and Brookings to initiate the study and share the costs with Brookings. Curry County has a non-departmental budget of \$60,000 in other materials and services which would be used to fund our portion of the study.

OPTIONS: Direct staff to develop an agreement or not

RECOMMENDATION/MOTION:

Move to direct staff to develop an agreement between the City of Brookings and Curry County to jointly fund a \$35,000 study regarding consolidation of dispatch services and bring back to a future Board meeting for approval.

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Portland, Oregon 97207-0751
Urban Center 570T
506 SW Mill Street

503-725-8261 tel
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publicservice@pdx.edu
www.pdx.edu/cps

June 26, 2018

Mr. Gary Milliman
City Manager
City of Brookings
898 Elk Drive
Brookings, OR 97415

Dear Gary,

The Center for Public Service (CPS) at Portland State University is pleased to submit this proposal to assess and research, and to develop policy options to reconfigure the South Coast/ Curry regional emergency management dispatch system. Our understanding of the current issues includes:

1. The current county and city dispatch/radio systems are reaching end of life and must be replaced.
2. The revenue mechanisms to support a dispatch system are not efficient.
3. The current system does not facilitate efficient and effective dispatch and collaboration across PSAPs, or across all emergency service providers.

Our plan would be to:

- A. Develop a profile of the current system: Governance and Organizations involved (What is now)
 - In order to develop this profile we would expect a 2 to 3-day site visit in Brookings and the vicinity to gauge the situation.
 - We would define the service area boundaries, understand the budget, assess the condition of the capital equipment, and learn about the political dynamics.
- B. Analyze current system demand performance statistics as a baseline and forecast long-term system demand. This would include analyzing the volume and type of calls now dispatched as well as current staff workload.
- C. Propose possible scenarios regarding how best to operate the dispatch system:
 - Research state law and regulation, and any applicable county and city code and ordinances;
 - Identify industry products and best practices;
 - Based on the system profile, service demand analysis, legal research and interviews, summarize in detail the service situation and issues;
 - Develop a set of scenarios for system configuration and governance;
 - Perform a Cost/Benefit Analysis of each scenario.
- D. Prepare and deliver a written report and final oral presentation (this would involve another site visit to meet with appropriate stakeholders).

Our current plan would entail 120 hours of Senior Staff time as the project core team consisting of:

- Phil Keisling, Director Center for Public Service
- Kent Robinson, Assistant Professor of Public Administration
- Bob Winthrop, Senior Fellow
- Paul Manson, Senior Research Assistant.

This core team may be augmented by experts in certain public safety areas. In addition to the Senior Core team there would be approximately 324 hours of graduate student analysis. CPS would employ graduate students in Public Administration, Public Policy and Urban Studies as part of its mission to educate and develop public service professionals.

Finally we have added about \$3,000 for travel, supplies and contingency. The budget is below:

The total budget of \$35,000 is detailed below.

	Senior Staff	Graduate Student	Total Hours	Element Cost
I. Startup/Close out	4	4	8	\$848
II. Profile of Current Systems: Governance & Organizations (What is now)	26	35	61	\$5,800
III. A. Profile System Demand and Performance Statistics (What is now); and B. Long-term forecast of system demand (future demand).	25	35	60	\$5,620
IV. Research State Law & Regulation; County/ City Ordinances	6	30	36	\$2,040
V. Technical Criteria (Industry products and best practices)	6	25	31	\$1,880
VI. Detailed definition of service situation and issues	6	30	36	\$2,040
VII. Financial Cost/ Benefit Analysis Scenarios	17	50	67	\$4,660
VIII. Prepare / Analyze Governance Scenarios	8	40	48	\$2,720
IX. Prepare Written Report	12	60	72	\$4,080
X. Prepare and Deliver Oral Report	10	15	25	\$2,280
Total Hours	120	324	444	
Rate	\$180	\$32		
Personnel Cost	\$21,600	\$10,368		\$31,968
Travel and Contingency				\$3,032
Total Cost of Project				\$35,000

We understand that the City and other jurisdictions in the region may need to move quickly to replace the existing emergency dispatch systems. To support this need, CPS would consider delivering interim reports and presenting preliminary findings in September or October. These early deliveries would be in lieu of the final written report and briefing.

In addition, to the above, we can also develop a proposal for a community input/involvement plan. After we have a better understanding of the full situation, we can work with stakeholders in the region and with public process facilitation experts at PSU to propose a plan on how best to communicate with and involve the community in resolving these issues.

If we can begin this project on July 16th, we believe we should be able to complete it by November 30th.

Thank you very much for reaching out to us and considering this proposal. Please contact me to discuss how we can move forward.

Best regards,

A handwritten signature in black ink, appearing to read "Phil Keisling". The signature is written in a cursive, flowing style.

Phil Keisling

Director,
Center for Public Service
Portland State University

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Google Drive demonstration

TIMELY FILED Yes ☒ No ☐

If No, justification to include with next BOC Meeting

AGENDA DATE^a: , 8/1/2018 **DEPARTMENT:** County Admin **TIME NEEDED:** 10 min

(^aSubmit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY** DISCUSSION ONLY

MEMO ATTACHED Yes ☐ No ☒ If no memo, explain:

CONTACT PERSON: Clark Schroeder

TODAY'S DATE: 7/26/2018

BRIEF BACKGROUND OR NOTE: (If no memo attached)

Demonstration of moving our online packets to Google drive to save staff time and provide better access for the public. In addition, with a new numbering system we would have the agenda item being discussed listed on the video stream so people could review the staff write-up/information with the discussion and know where the board is at.

Instead of having a 400 page packet, we would have a file for each item on the agenda as demonstrated in the link below, see the 7-18-18 meeting packet.

<http://www.lakeelmo.org/2018-city-council-agenda-packets>

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