

## DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections **above** the Official Review line.

**Date:** 4/25/2022

**Department:** Solid Waste

**Contractor/Supplier/Consultant Name:** Bar Seven A Companies

**Contractor Contact:** Brian Skidgel      **Contractor Phone #:** (541) 548-4747

**Type of Document:** Amendment to Services Agreement 2020-257

**Goods and/or Services:** Yard debris and wood waste management services.

**Background & History:** The Solid Waste Department collects yard debris at its rural transfer stations year round, and at Knott Landfill during the annual Fire Free collection event. The yard debris is ground into a mulch and transported to Knott Landfill for use as alternate daily cover material. Lumber wood waste is collected and segregated at the Negus Transfer Station in Redmond and is ground and transported to facilities for remanufacture into wood products or as biomass for power plants where it is burned for electricity production.

In March, 2020, the Solid Waste Department solicited proposals for furnishing yard debris and wood waste management services for the program, which includes material grinding and trucking services. The Invitation to Bid was advertised in the Bend Bulletin and the Oregon Daily Journal of Commerce in March, 2020. During the solicitation period, a total of 6 contractors and plan centers registered and downloaded the contract documents. Bids were received from two contractors and Bar Seven A was determined to be the lowest responsible bidder for the program. The contract is issued as a one year agreement with the option for annual renewal, subject to mutual agreement between the County and the Contractor.

This amendment is for year 3 of the contract. Unit costs for all services include a 15% increase due to increases in fuel, labor, maintenance and support services for the services being provided by Bar Seven A. As contract costs are determined by the volumes of yard debris and wood waste received at the County's facilities, the contract amount is structured with a not-to-exceed amount of \$425,000.

**Agreement Starting Date:** April 27, 2022 or the date all parties sign the contract amendment      **Ending Date:** April 27, 2023

**Annual Value or Total Payment:** \$425,000

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Insurance Certificate Received (check box)  
Insurance Expiration Date: 11/30/2023

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Check all that apply:

- RFP, Solicitation or Bid Process
- Informal quotes (<\$150K)
- Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)

**Funding Source:** (Included in current budget?  Yes  No

If **No**, has budget amendment been submitted?  Yes  No

**Is this a Grant Agreement providing revenue to the County?**  Yes  No

Special conditions attached to this grant:

Deadlines for reporting to the grantor:

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter:  Yes  No

Contact information for the person responsible for grant compliance:

Name:

Phone #:

**Departmental Contact and Title:**  **Phone #:**

**Department Director Approval:**  4/26/22  
Signature Date

**Distribution of Document:** Return documents to Solid Waste for distribution.

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**Official Review:**

County Signature Required (check one):

- BOCC (if \$150,000 or more) – BOARD AGENDA Item
- County Administrator (if \$25,000 but under \$150,000)
- Department Director - Health (if under \$50,000)
- Department Head/Director (if under \$25,000)

Legal Review \_\_\_\_\_ Date \_\_\_\_\_

Document Number