

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AUTHORIZING)	RESOLUTION NO. 90-1223
EXECUTION OF A CONTRACT WITH)	
SWEET-EDWARDS/EMCON, INC. FOR)	Introduced by Rena Cusma
INSPECTION SERVICES AT)	Executive Officer
ST. JOHNS LANDFILL)	

WHEREAS, Landfill operation of St. Johns Landfill requires compliance with the conditions of the Oregon Department of Environmental Quality (DEQ) Solid Waste Disposal Site Closure Permit #116 and Oregon DEQ National Pollutant Discharge Elimination System (NPDES) Permit #100599; and

WHEREAS, Landfill operation of St. Johns Landfill requires compliance with the Contract Documents for Operation of the St. Johns Landfill, which is currently with Browning-Ferris Industries (BFI); and

WHEREAS, The Metro/City of Portland agreement requires a twice annual "report of inspection and evaluation concerning the landfill operations and the condition of all facilities and structures including the Incinerator Road Bridge" by a qualified consulting engineer mutually chosen by Metro and the City; and

WHEREAS, Pursuant to Code Section 2.04.033 Council approval is required because the contract would commit the District to expend sums from future budgets, and

WHEREAS, Council approved Resolution #90-1191 on December 12, 1989, for the purpose of authorizing issuance of a Request for Proposals for inspection services at St. Johns Landfill, and

WHEREAS, Sweet-Edwards/EMCON, Inc. has been selected by an inter-agency evaluation committee as the highest-ranked proposer based on the evaluation criteria contained in the Request for Proposals; and

WHEREAS, Attached to this resolution as Exhibit #1 is a contract for Inspection Services at St. Johns Landfill; and

WHEREAS, The recommendation of the evaluation committee was submitted to the Executive Officer for consideration and was forwarded to the Council for approval, now therefore,

BE IT RESOLVED,

Pursuant to Code Section 2.04.033 the Council of the Metropolitan Service District authorizes the Executive Officer to execute a contract in an amount not to exceed \$49,400 with Sweet-Edwards/EMCON, Inc. to perform inspection services at the St. Johns Landfill.

ADOPTED by the Council of the Metropolitan Service District this _____ day of _____, 1990.



Tanya Collier, Presiding Officer



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Date: February 14, 1990

To: Rena Cusma, Executive Officer

From: Ray Phelps, ^{Ray} Director of Finance and Administration

Regarding: Proposed Contract with Sweet-Edwards/Emcon, Inc. for Inspection Services at St. Johns Landfill

Attached is the proposed contract with this firm for inspection of the landfill. The contract is being recommended for the purpose of determining compliance with several agreements Metro has for the operation of the landfill.

There are several persons identified in the scope of work (page 4) for interview by the consulting firm "regarding their respective responsibilities for, interests in, and comments on the operation of the St. Johns Landfill." Named for interviews are persons representing DEQ, City of Portland, Browning-Ferris Industries and Metro's Operations Manager.

Not named, but I believe desired by you, is Neil Saling. I think it is critical that Neil is interviewed, in that this consulting firm's assessment report will be nearly the final evaluation of the landfill's status prior to the start of the closure work at the site. Further, it is my impression from our previous conversations that this is the type of work program you contemplate being performed by your new Engineering Department (Public Works).

For your information, Neil did assist the Solid Waste Department with the development of the RFP for this contract. He did not, however, participate in any part of the review and evaluation process followed to select the firm to do this compliance study.

I have signed-off on the blue contract form used to transmit the proposed resolution to the Council. I recommend that the staff report and the scope of work statement be changed prior to sending this material to the Council in order to accomplish your Engineering Department program. If it is not changed, the process will not work in the manner you contemplate for the Engineering Department.

cc: Neil Saling, Manager

Exhibit #1
PERSONAL SERVICES CONTRACT

Contract No. 901-183

PERSONAL SERVICES CONTRACT

THIS AGREEMENT dated this ____ day of _____, 19____, is between the METROPOLITAN SERVICE DISTRICT, a municipal corporation, hereinafter referred to as "METRO," whose address is 2000 S.W. First Avenue, Portland, Oregon 97201-5398, and Sweet-Edwards/EMCON, Inc., hereinafter referred to as "CONTRACTOR," whose address is 7504 SW Bridgeport Road, Portland, OR 97224-7712, for the period of _____, 19____, through July 31, 1990, and for any extensions thereafter pursuant to written agreement of both parties.

W I T N E S S E T H:

WHEREAS, This Agreement is exclusively for Personal Services;
NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

CONTRACTOR AGREES:

1. To perform the services and deliver to METRO the materials described in the Scope of Work attached hereto;
2. To provide all services and materials in a competent and professional manner in accordance with the Scope of Work;
3. All applicable provisions of ORS chapters 187 and 279, and all other terms and conditions necessary to be inserted into public contracts in the State of Oregon, are hereby incorporated as if such provision were a part of this Agreement, including but not limited to ORS 279.310 to 279.320.

Specifically, it is a condition of this contract that Contractor and all employers working under this Agreement are subject employers that will comply with ORS 656.017 as required by 1989 Oregon Laws Chapter 684.

4. To maintain records relating to the Scope of work on a generally recognized accounting basis and to make said records available to METRO at mutually convenient times;
5. To indemnify and hold METRO, its agents and employees

harmless from any and all claims, demands, damages, actions, losses and expenses, including attorney's fees, arising out of or in any way connected with its performance of this Agreement, with any patent infringement arising out of the use of CONTRACTOR's designs or other materials by METRO and for any claims or disputes involving subcontractors;

6. To comply with any other "Contract Provisions" attached hereto as so labeled; and

7. CONTRACTOR shall be an independent contractor for all purposes, shall be entitled to no compensation other than the compensation provided for in the Agreement. CONTRACTOR hereby certifies that it is the direct responsibility employer as provided in ORS 656.407 or a contributing employer as provided in ORS 656.411.

In the event CONTRACTOR is to perform the services described in this Agreement without the assistance of others, CONTRACTOR hereby agrees to file a joint declaration with METRO to the effect that CONTRACTOR services are those of an independent contractor as provided under Chapter 864 Oregon Laws, 1979.

METRO AGREES:

1. To pay CONTRACTOR for services performed and materials delivered in the maximum sum of FORTY NINE THOUSAND AND FOUR HUNDRED DOLLARS AND NO /100THS (\$ 49.400) DOLLARS and in the manner and at the time designated in the Scope of Work; and

2. To provide full information regarding its requirements for the Scope of Work.

BOTH PARTIES AGREE:

1. That METRO may terminate this Agreement upon giving CONTRACTOR five (5) days written notice without waiving any claims or remedies it may have against CONTRACTOR;

2. That, in the event of termination, METRO shall pay CONTRACTOR for services performed and materials delivered prior to the date of termination; but shall not be liable for indirect or

consequential damages;

3. That, in the event of any litigation concerning this Agreement, the prevailing party shall be entitled to reasonable attorney's fees and court costs, including fees and costs on appeal to an appellate court;

4. That this Agreement may be amended only by the written agreement of both parties.

5. Contractor's billing procedures are subject to the review and prior approval of Metro before reimbursement of the services can occur. A monthly billing, itemized by task and accompanied by a progress report, shall be prepared for review and approval.

SWEET-EDWARDS/EMCON, INC.

METROPOLITAN SERVICE DISTRICT

By: _____

By: _____

Date: _____

Date: _____

APPROVED AS TO FORM:

By: _____

Date: _____

PROPOSED SCOPE OF WORK/SCHEDULE

Metro is seeking proposals from qualified firms to perform an annual inspection and produce an annual inspection report on or before July 15, 1990 and 1991. These and other tasks and products are described below:

The Contractor shall identify a single person as project manager to work with Metro. This person should be a registered engineer. The Contractor shall be responsible for any subcontractor work and shall be responsible for the day-to-day direction and internal management of the Contractor and subcontractor effort.

Prior to the 1990 semi-annual inspection described below the contractor shall become familiar with the contract documents for operation of the St. Johns Landfill, the Metro/City of Portland Agreement, and the Oregon Department of Environmental Quality's Solid Waste permit and NPDES permit for the St. Johns Landfill.

A. Annual tasks. The following are annual tasks:

1. Collect from Metro and review all available information on the operation of the St. Johns Landfill subsequent to the date of the previous annual inspection report, including groundwater and surface water quality data, depth and permeability final cover test procedures and results, operation contractor reports and operation record drawings, quantity records, remaining volume, rate-of-fill forecast, and in-place density reports, and other records and reports.
2. Interview representatives of at least the following groups regarding their respective responsibilities for, interests in, and comments on the operation of the St. Johns Landfill:
 - Department of Environmental Quality, Northwest Region, Charles Gray.
 - City of Portland, Department of Public Works, Daniel Miller.
 - Metro, Solid Waste Department, Sam Chandler.
 - Browning-Ferris Industries, Mike Cassetta.

3. Conduct an on-site inspection of the St. Johns Landfill, to include the operations area, new construction, public transfer station, the yard debris storage area, roads, and all ancillary facilities, to determine general compliance with the contract documents for operation of the St. Johns Landfill.
4. Prepare a draft report, which shall:
 - Document and assess the status of major landfill structures, ancillary facilities, and landfill operations. (Includes: wash rack; public transfer station; yard debris storage area; recycling area; transfer truck tipper; unloading pads; fill to design grades; refuse compaction; daily and final cover procurement and placement; seeding and erosion control; construction and maintenance of all access roads; construction and maintenance of surface drainage structures; leachate collection system; special waste handling; litter control; dust control; and all other miscellaneous work necessary for the landfill's operation and maintenance)
 - Assess the suitability of ongoing operations in light of: terms in the City/Metro agreement, if applicable, and the specifications of the operations contract. Make recommendations necessary for operations to reach general compliance with the operations contract.
 - Discuss the current groundwater and surface water quality data and compare it to the data in the previous annual inspection to determine if there are any significant differences. Evaluate possible trends or cycles in the data and present this information to Metro in a usable form. Statistical trend analyses shall also be done for selected parameters as agreed upon between Metro and the contractor.
 - Review and discuss the depth and permeability test procedures and results of final cover material placed since the previous annual report.

- Discuss and include remaining volume reports provided by Metro that indicate a projected date of when authorized grades will be reached and also in-place density.
 - References: In the report's appendix, include copies of all data and information which have been reviewed (i.e., water quality data, depth and permeability test, site inspection notes, etc. as described in Task 2). Also include copies of all semi-annual reports produced for the period as part of Tasks B1 and B2 below. Clearly cite all references, including reviewed material which is too lengthy to be reproduced.
5. Submit three copies of a draft report to Metro for review, not later than June 15 each year.
 6. Prepare a final report incorporating relevant review comments, submitted by Metro no later than July 1, and submit six (6) bound copies to Metro by July 15. (Note: It may be required that the 1991 annual report be prepared at an earlier date, in which case Metro will provide 60 days notice.) The final report will be prepared under the supervision of a registered Oregon Professional Engineer and stamped.
 7. Conduct an inspection of the timber Incinerator Road Bridge and prepare three (3) copies of a letter report by June 15, as well as including a copy in the annual report. The inspection of the bridge should include: a complete field inspection to determine the physical condition of the bridge deck, superstructure, and substructure, as well as recommendations, if necessary, for maintenance or repairs.

B. Semi-annual tasks. The following are semi-annual tasks:

1. Contractor shall semi-annually perform an atmospheric asbestos detection test, at or near the asbestos dumping area, to evaluate the effectiveness of our asbestos delivery and dumping procedures. Sampling shall take place during dry and windy worst case conditions, when possible, regardless of whether this establishes irregular sampling intervals. It is suggested that at least one set of samples be collected in August. It is also preferred that one of the two annual test results is available for the semi-annual report, and the second for the annual report. Sampling dates shall be discussed and agreed upon between Metro and the contractor. Results from such testing shall be delivered in a letter report with three (3) copies no later than December 15 and June 15, and both be included in the annual report. (Note: the first time this task is performed, the test results are due no later than April 15, 1990.)
2. Contractor will review test results from leachate entering the City of Portland's wastewater treatment system, as provided by Metro, to see if any major changes are occurring in the chemical composition. The contractor shall discuss the data, and compare it to the previous data to determine if there are any significant trends. Statistical trend analyses shall also be done for selected parameters as agreed upon between Metro and the contractor. This discussion shall be delivered in a letter report with three (3) copies no later than December 15 and June 15, and both be included in the annual report. (Note: the first time this task is performed, it is due no later than April 15, 1990.)
3. Provide a semi-annual inspection and report to supplement the Annual Inspection Report for the St. Johns Landfill. As a supplementary report, it is not as detailed or complete as the Annual Inspection Report. An inspection is required and a letter report with three (3) copies is to be submitted to Metro by December 15. (Note: the first time this task is performed, it is due no later than April 15, 1990.) This task shall be omitted in any year if so directed by Metro staff prior to October 1. The report is to present the results of the following tasks:

- Inspect all final facilities constructed during the previous six months.
- Review depth and permeability test procedures and results of final cover material placed during the previous six months. Review operation contractor's reports and operation record drawings, groundwater and surface water quality data, waste quantity reports, and remaining volume, rate-of-fill forecast, and in-place density reports.
- Make general observations and comments regarding the operation and appearance of the landfill, especially as they may relate to difficulties or defaults likely to appear during the detailed annual inspection.

CONTRACT PROVISIONS

CERTIFICATE OF INSURANCE

The proposer agrees to furnish to Metro, before commencing the work under this Contract, any certificates of insurance required by these Documents.

INSURANCE REQUIREMENTS

The Contractor shall provide (from insurance companies acceptable to Metro) the insurance coverage designated hereinafter and pay all costs therefor.

Before commencing work under this contract, the Contractor shall furnish Metro with certificates of insurance evidencing coverage as specified, naming Metro as an additional insured and showing the expiration of policies. The Insurance Carriers, policies, and certificates shall meet the following criteria and/or contain substantially the following statements:

1. Carrier(s) shall have an A+ or better insurance rating.
2. This/these policy(ies) shall be considered as primary insurance and exclusive of any insurance carried by Metro and the insurance endorsed by this certificate shall be exhausted first, notwithstanding the fact that Metro may have other valid and collectible insurance covering the same risk.
3. This/these policy(ies) shall not be cancelled, reduced in coverage, nor materially altered until after sixty (60) days written notice of such cancelled, reduction or alteration in coverage shall have been received by Metro.
4. No act on the part of the insured shall effect the coverage afforded to Metro under the insurance covered by this certificate.
5. This/these policy(ies) consist only of insurance on an occurrence basis, not on a claims made basis.

Contract shall immediately increase the amounts of insurance required to reflect any changes in Oregon Law to ensure that the insurance provided shall cover, at a minimum and in addition to the designated insurance requirements listed below, the maximum limits under the Oregon Tort Claims Act, or any other applicable tort claims act.

Designated Insurance Requirements:

	LIMITS
1. (a) Workers' compensation covering all employees who are engaged in any any under the contract	Statutory (State of Oregon/Federal)
(b) Employers' liability including bodily injury caused by disease. Not less than	\$500,000
2. Commercial Automobile Liability including owned, now-owned and hired vehicles	
(a) Bodily injury (including death)	
(b) Property damage	
(a and b coverage)	\$1,000,000 combined single limit
3. Comprehensive General Liability and Protection and Indemnity, if applicable	
(a) Contractor's Public Liability:	
(i) Bodily injury (including death) and personal injury	
(ii) Broad Form Property Damage and Broad Form Property Damage including Completed Operations	
(i and ii coverage)	\$1,000,000 per occurrence/aggregate combined single limit bodily injury and property damage
(b) Metro's and Contractors' Protective Liability	
(i) Bodily injury (including death)	
(ii) Broad Form Property Damage and Broad Form Property Damage including Completed Operations	
(i and ii coverage)	\$1,000,000 per occurrence/aggregate combined single limit bodily injury and property damage

SOLID WASTE COMMITTEE REPORT

RESOLUTION NO. 90-1223, FOR THE PURPOSE OF AUTHORIZING
EXECUTION OF A CONTRACT WITH SWEET-EDWARDS/EMCON, INC. FOR
INSPECTION SERVICES AT THE ST. JOHNS LANDFILL

Date: February 21, 1990

Presented by: Councilor
Gary Hansen

Committee Recommendations: The Solid Waste Committee voted 5 to 0 to recommend Council adoption of Resolution 90-1223. Voting: Councilors Hansen, Bauer, Buchanan, DeJardin and Wyers. This action taken February 20, 1990.

Committee Discussion/Issues: Adoption of Resolution 90-1223 would authorize a contract to provide inspection services at St. Johns Landfill to ensure compliance with the conditions of regulatory permits and Metro's operations contract, as well as satisfying the Metro/City of Portland agreement. The inspection services will cost \$49,400 for two years.

Metro received three proposals but one was submitted late and was returned. The remaining two proposals were evaluated by an inter-agency committee. The Committee recommended Sweet-Edwards/EMCON, Inc. to provide the inspection services. Their proposal had the lowest cost, was ranked equal to, or higher, for all evaluation criteria and met the DBE/WBE requirements.

The Committee asked what the DBE/WBE requirements were for the proposed contract. Staff stated that the DBE requirement was 7 percent and the WBE requirement was 5 percent.

There being no further questions or issues, the Committee voted unanimously to recommend Council adoption of Resolution No. 90-1223.

GH:RB:pa
A:\RB.154

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 90-1223, FOR THE PURPOSE OF AUTHORIZING EXECUTION OF A CONTRACT WITH SWEET-EDWARDS/EMCON, INC. FOR INSPECTION SERVICES AT ST. JOHNS LANDFILL

Date: February 9, 1990

Presented by: Bob Martin
Jim Watkins

FACTUAL BACKGROUND AND ANALYSIS

I. Purpose of Contract

The purpose of this contract is to provide inspection services at St. Johns Landfill to ensure compliance with the conditions of regulatory permits and Metro's operations contract, as well as satisfying the Metro/City of Portland agreement.

II. Introduction

Metro operates St. Johns Landfill under the conditions of the following regulatory permits: the Oregon Department of Environmental Quality (DEQ) Solid Waste Disposal Site Closure Permit #116 and Oregon DEQ National Pollutant Discharge Elimination System (NPDES) Permit #100599.

Inspection services at the St. Johns Landfill have been on-going since 1980 when Metro began operation of the landfill. Since November 1986 these services were provided by EMCON Associates as part of Contract #86-10-177SW (which also provided photogrammetric services). This contract was recently completed.

The attached two-year contract will enhance consistency by providing Metro with the ability to closely monitor compliance to the operations contract at St. Johns Landfill. This is especially important as St. Johns Landfill gets closer to closure.

III. Contractor Selection Process

On February 5, 1990, proposals were received from three vendors: Sweet-Edwards/EMCON, Assoc. (Portland), R.A. Wright Engineering, Inc. (Portland), and Russ Fetrow Engineering (Salem). The Russ Fetrow Engineering proposal was received at 4:05 p.m., 1 hour and 5 minutes late. Therefore, on the advice of Metro's legal staff, we returned their proposal to them without evaluating it.

Evaluation was by an inter-agency committee consisting of Dan Miller, engineer for the City of Portland, and Metro staff as follows: Sam Chandler, Operations Manager of the Solid Waste Department; Dennis O'Neil, Senior Solid Waste Planner; and Joanna Karl, Senior Solid Waste Engineer.

The committee recommends Sweet-Edwards/EMCON, Inc. based upon criteria weighted at: 15% for the proposal's completeness, clarity and understanding, and compliance with the RFP; 5% for the project organization; 15% for the project workplan and approach; 30% for the project staffing experience; and 35% for the project cost. The greatest difference between proposers was reflected in the proposal costs: Sweet-Edwards/EMCON, Inc., \$49,400; and R.A. Wright Engineering, Inc., \$60,000. Also, Sweet-Edwards/EMCON, Inc. was ranked equal to or higher for all evaluation criteria, and met the DBE/WBE requirements.

BUDGET IMPACTS

One hundred thousand dollars has been allocated for fiscal year 1989-1990 for Engineering Services for the Annual Report, which is for both photogrammetric and inspection services at St. Johns Landfill. The inspection services at St. Johns Landfill will cost \$49,400 for two years and the photogrammetric services contract will cost \$58,908 for three years. The combined contracts will not exceed the budgeted amount of \$100,000 for fiscal year 1989-1990.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 90-1223 which authorizes execution of the attached contract with Sweet Edwards/EMCON, Inc. for inspection services at St. Johns Landfill.



GRANT/CONTRACT SUMMARY

METRO METROPOLITAN SERVICE DISTRICT

GRANT/CONTRACT NO. 901-183 BUDGET CODE NO. 530-312-310-524190
 FUND: Operating DEPARTMENT: Solid Waste IF MORE THAN ONE: 530-314200-524190-75000*
 SOURCE CODE (IF REVENUE) _____

INSTRUCTIONS

1. OBTAIN GRANT/CONTRACT NUMBER FROM CONTRACTS MANAGER. CONTRACT NUMBER SHOULD APPEAR ON THE SUMMARY FORM AND ALL COPIES OF THE CONTRACT.
2. COMPLETE SUMMARY FORM.
3. IF CONTRACT IS —
 - A. SOLE SOURCE, ATTACH MEMO DETAILING JUSTIFICATION.
 - B. UNDER \$2,500, ATTACH MEMO DETAILING NEED FOR CONTRACT AND CONTRACTOR'S CAPABILITIES, BIDS, ETC.
 - C. OVER \$2,500, ATTACH QUOTES, EVAL FORM, NOTIFICATION OF REJECTION, ETC.
 - D. OVER \$50,000, ATTACH AGENDA MANAGEMENT SUMMARY FROM COUNCIL PACKET, BIDS, RFP, ETC.
4. PROVIDE PACKET TO CONTRACTS MANAGER FOR PROCESSING

1. PURPOSE OF GRANT/CONTRACT Inspection services at St. Johns Landfill

2. TYPE OF EXPENSE PERSONAL SERVICES LABOR AND MATERIALS PROCUREMENT
 PASS THROUGH AGREEMENT INTER-GOVERNMENTAL AGREEMENT CONSTRUCTION
 OTHER

OR

TYPE OF REVENUE GRANT CONTRACT OTHER

3. TYPE OF ACTION CHANGE IN COST CHANGE IN WORK SCOPE
 CHANGE IN TIMING NEW CONTRACT

4 PARTIES Sweet-Edwards/EMCON, Inc. & Metro

5. EFFECTIVE DATE _____ TERMINATION DATE _____
 (THIS IS A CHANGE FROM _____)

6. EXTENT OF TOTAL COMMITMENT:	ORIGINAL/NEW	\$ <u>49,400</u>
	PREV. AMEND	_____
	THIS AMEND <u>10.1</u>	_____
	TOTAL	\$ <u>49,400</u>

7. BUDGET INFORMATION

A. AMOUNT OF GRANT/CONTRACT TO BE SPENT IN FISCAL YEAR 198⁹ ~~8~~ ⁹⁰ \$ 15,000
 B. BUDGET LINE ITEM NAME Misc. prof. services AMOUNT APPROPRIATED FOR CONTRACT \$ 200,000**
 C. ESTIMATED TOTAL LINE ITEM APPROPRIATION REMAINING AS OF _____, 19____ \$ 66,016.67

8. SUMMARY OF BIDS OR QUOTES (PLEASE INDICATE IF A MINORITY BUSINESS ENTERPRISE)

<u>Sweet-Edwards/EMCON, Inc.</u>	\$ <u>49,400</u>	<input type="checkbox"/> MBE
SUBMITTED BY _____	AMOUNT	
<u>R.A. Wright Engineering, Inc.</u>	\$ <u>60,000</u>	<input checked="" type="checkbox"/> MBE
SUBMITTED BY _____	AMOUNT	
SUBMITTED BY _____	\$ _____	<input type="checkbox"/> MBE
	AMOUNT	

9. NUMBER AND LOCATION OF ORIGINALS _____

10. IS THIS A DOT/UMTA/FHWA ASSISTED CONTRACT YES NO
11. IS CONTRACT OR SUBCONTRACT WITH A MINORITY BUSINESS? YES NO
IF YES, WHICH JURISDICTION HAS AWARDED CERTIFICATION ODOT
12. WILL INSURANCE CERTIFICATE BE REQUIRED? YES - NO
13. WERE BID AND PERFORMANCE BONDS SUBMITTED? YES NOT APPLICABLE
- TYPE OF BOND _____ AMOUNT \$ _____
TYPE OF BOND _____ AMOUNT \$ _____
14. LIST OF KNOWN SUBCONTRACTORS (IF APPLICABLE)
- | | | | | |
|------|-----------------------------------|---------|--------------------------|---|
| NAME | <u>Wilsey and Ham</u> | SERVICE | <u>Engineering</u> | <input type="checkbox"/> MBE |
| NAME | <u>Eastwood Testing Lab</u> | SERVICE | <u>Asbestos Testing</u> | <input checked="" type="checkbox"/> MBE |
| NAME | <u>American Contractor Center</u> | SERVICE | <u>Litter Inspection</u> | <input checked="" type="checkbox"/> MBE |
| NAME | <u>OBEC Consulting Engineers</u> | SERVICE | <u>Bridge Inspection</u> | <input type="checkbox"/> MBE |
15. IF THE CONTRACT IS OVER \$10,000
- A. IS THE CONTRACTOR DOMICILED IN OR REGISTERED TO DO BUSINESS IN THE STATE OF OREGON?
 YES NO
- B. IF NO, HAS AN APPLICATION FOR FINAL PAYMENT RELEASE BEEN FORWARDED TO THE CONTRACTOR?
 YES DATE _____ INITIAL _____

16. COMMENTS:

*For 89-90 fiscal year, this project is budgeted in operations management. It will be moved to Engineering & Analysis, System Engineering for FY 90-91.
**Amount originally budgeted for all services under one contract.

GRANT/CONTRACT APPROVAL

<p>INTERNAL REVIEW</p> <p><u>[Signature]</u> DEPARTMENT HEAD</p> <p><u>[Signature]</u> FISCAL REVIEW <u>2/1/90</u></p> <p><u>[Signature]</u> BUDGET REVIEW <u>2/14/90</u></p>	<p>CONTRACT REVIEW BOARD (IF REQUIRED) DATE _____</p> <p>1. _____ COUNCILOR</p> <p>2. _____ COUNCILOR</p> <p>3. _____ COUNCILOR</p>	<p>COUNCIL REVIEW (IF REQUIRED)</p> <p>DATE _____</p>
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LEGAL COUNSEL REVIEW AS NEEDED:

- A. DEVIATION TO CONTRACT FORM _____
- B. CONTRACTS OVER \$10,000 _____
- C. CONTRACTS BETWEEN GOVERNMENT AGENCIES _____