



WASCO COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
MARCH 10, 2010

PRESENT: Sherry Holliday, County Commissioner  
Bill Lennox, County Commissioner  
Kathy McBride, Executive Assistant

ABSENT: Dan Ericksen, Chair of Commission

At 9:05 a.m. the meeting was called to order by Commissioner Sherry Holliday

**OPEN TO DEPARTMENTS**

Teri Thalhofer, North Central Public Health District Director, informed the Board that she is requesting that they approve Order #10-020 which has been amended from the proposed Order in the Board's packet. The Order was changed to exclude from the transfer request the amount of \$26,000 for the additional cost of the data system. The District is requesting a transfer in the amount of \$38,170 from within the Health Grants Fund Expansion Division, which will allow them to purchase three used vehicles and a vaccine refrigerator and freezer. The District has received additional H1N1 funding.

**{{{Commissioner Lennox moved to approve Order #10-020 in the matter of transferring \$38,170.00 from within the Health Grants Fund Expansion Division during Fiscal Year 2009-2010. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}**

**OPEN TO PUBLIC**

.Janna Hage, Home At Last Director, asked if the Board of County Commissioners had any questions regarding her request last week for the County to place on the ballot a Local Option Tax Levy for the operation of the animal shelter.

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Commissioner Holliday stated that Eric Nisley, District Attorney/County Counsel, has told the Court and Hage that the County is not able to place the issue on the May 18, 2010 ballot due to the timeline requirements.

Hage stated that we need to discuss whether we are moving forward for a November election. Home At Last is not sure if they will make it through this November. If the levy passes in November funding would not be available until November, 2011. We need to have a discussion on how it will impact them, what is the plans for the County, and what do they need to have in place. They do not know if they will make it that long.

Hage stated that we need to have that conversation. Will the County have that service available for the community. Home At Last is willing to go forward, but they are not sure how they will go forward at this point.

Commissioner Lennox stated that he feels the best approach is to have that conversation on March 17th. We will begin the discussion on how to problem solve for the whole community. That discussion also involves the City.

Hage stated that she is open to all discussions. The County and the City are not asking them any questions. She is trying to keep the conversation going.

Commissioner Holliday stated that the County is not sure what we are going to do. If Home At Last walked away we don't know what we would be doing. We need to have that discussion as a group.

Tyler Stone, Administrative Officer, stated that the County would like to see the options for a reduced service week. The County is facing some of the same things.

Commissioner Lennox stated that we would really like to look at this. Home At Last has employees; we would like to protect those employees. It is better to reduce services than have none.

Commissioner Lennox stated that the County has had to go to Departments to give us a percentage cut and tell us how they would operate if they did not receive their total funding.

Hage stated that they have already cut. As services go up they have chopped off their overhead costs. They are trying to maintain that level of services. They have chopped off the top instead of the bottom.

Commissioner Holliday asked if Home At Last's donations have gone up since the word has gotten out.

Hage responded that their donations have maintained.

Commissioner Lennox asked if they have a cushion in their funding.

Hage replied no. They have never had a reserve fund.

Commissioner Holliday stated that this issue tugs at people's heart strings. We need to find a solution together. She has received some calls from people questioning whether a levy is the thing to do.

Commissioner Lennox stated that it is a big issue for the whole community.

Further discussion occurred.

The Board directed staff to provide to the Incorporated Cities and the Counties of Sherman and Klickitat the Board's agenda for March 17th.

#### **CONTINUATION OF OPEN TO DEPARTMENTS**

Fred Davis, Wasco County Facilities Manager, presented to the Court price quotes which were obtained for the purchase of additional heat pumps for the County Courthouse. He is requesting that the Board approve the purchase of five heat pumps at the cost of \$8,453 from Benz Air Engineering Co. Price quotes were received from Oregon Equipment, Columbia Gorge and Benz Air Engineering Co.

Davis noted that the Board also needs to approve the Intergovernmental Agreement between the State of Oregon Department of Energy and Wasco County. He needs to have the Agreement approved prior to the deadline of Monday, March 15th.

Davis was informed that the Intergovernmental Agreement is listed on the Consent Calendar for the Board's approval.

**{{{Commissioner Lennox moved to approve the purchase of the five heat pumps at the cost of \$8,453 from Benz Air Engineering Co. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}**

#### **CONSIDERATION AND APPROVAL of the Regular Session Consent Calendars of March 10, 2010, (Attached as Exhibit A).**

**{{{Commissioner Lennox moved to approve the Regular Session Consent Calendar of March 10, 2010, excluding Item #3. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}**

**Other Business:**

Stone updated the Board on the status of the 911/Emergency Operations Center Relocation Project and the Community Corrections Remodel Project.

Kathy McBride, Executive Assistant, informed the Board that she will be developing a Surplus Equipment Form for use by County Departments.

Stone is supportive of such a form; however he would like to get all of these types of forms accessible to Departments electronically.

Stone stated that he is pretty booked up between now and the end of the budget process. He feels pretty good about the process. He feels the County will have some hard decisions to make.

Stone noted that the Fair was informed that they will be receiving a \$6,000 reduction in State Fair Funding for next Fiscal Year. They will need to adjust their proposed budget. Stone noted that the County has received a grant from the State of Oregon in the amount of \$153,000 to improve the Hunt RV Park, with a 50% match requirement.

Some discussion occurred between Stone and the Board in regards to the improvements at the Fairgrounds and Hunt RV Park, the enforcement of the licensing of dogs in Wasco County and credit card processing.

Keri Brenner, The Dalles Chronicle Reporter, asked the Board questions in regards to the request from Home At Last. Some discussion occurred.

**CONSIDERATION of items listed on the Discussion List of March 10, 2010, (Attached as Exhibit B).**

Item #1 – The Board briefly discussed the request from Karen LeBreton Coats, County Clerk, to declare as surplus a letter opener, (Attached as Exhibit C).

**{{{Commissioner Holliday moved to declare as surplus the Pitney Bowes Letter Opener and that the Wasco County Clerk is authorized to dispose of said Letter Opener. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}**

**AWARD OF BID for Roof Replacement on the Wasco County Clinic Building.**

Fred Davis, Wasco County Facilities Manager, and Tyler Stone, Administrative Officer, met with the Board in regards to their recommendation to award the bid.

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Davis presented the Board with their findings regarding the Roof Replacement and Solar Array Installation Project at the Wasco County Clinic Building, (Attached as Exhibit D).

Davis noted that the Evaluation Committee met on Monday to review the six proposals received. The Committee consisted of Commissioner Holliday, Tyler Stone, Steve Holmes from Northern Wasco County PUD, Wayne Connors and Fred Davis. The Committee spent six hours reviewing and discussing the proposals. The Committee is recommending that the Board award the bid to Roof Toppers at the cost of \$426,000.

Davis stated that the contract would be approved somewhere in the near future. After the Board awards the bid he will post the County's intent to award the bid, which triggers a seven day protest period.

Davis noted that Roof Toppers was not the lowest bidder. The proposals were evaluated as to what proposal best suited the needs of the County. A number of factors were considered such as the type of roofing material, warranty, etc...

Davis noted that the bid is within the amount granted to the County. He spoke to the Administrator of the American Recovery and Reinvestment Act Grant regarding the County's request to extend the number of solar panels since we have funding available under the grant. The state was non-committal to the County's request at this point in time.

Commissioner Holliday stated that it was an extensive process that the Evaluation Committee went through. She felt it was a great process.

**{{{Commissioner Holliday moved to accept the recommendation of the Evaluation Committee that the County award the bid for the Roof Replacement and Solar Array Installation Project to Roof Toppers at the cost of \$426,000. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}**

**CONSIDERATION of the request from Home At Last for the County to place on the May 18, 2010, Primary Election Ballot a request for a Local Option Tax Levy to fund the operations of the Animal Shelter.**

Officer Brad Heinige came in regarding the discussion on the request from Home At Last. He was informed that Janna Hage came in first thing this morning. The Board requested his attendance at the meeting on March 17th at 1:30 p.m. when the Board will be considering the request from Home At Last for the County to place on the ballot a Local Option Tax Levy.

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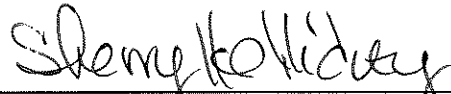
Several other people showed up as well for the discussion on the request from Home At Last. They too were told that there is no way for the County to place the matter on the May Primary Ballot. The Board is requesting that people come back next week to express their feelings on the request.

The Board signed:

- Intergovernmental Agreement between the State of Oregon Department of Energy and Wasco County.
- Resolution #10-009 in the matter of accepting and appropriating unanticipated American Recovery and Reinvestment Act Grant Funds during Fiscal Year 2009-2010.
- Order #10-020 in the matter of transferring \$38,170.00 from within the Health Grants Fund Health Expansion Division during Fiscal Year 2009-2010.

The Board adjourned at 10:21 a.m.

WASCO COUNTY BOARD OF  
COUNTY COMMISSIONERS



Sherry Holliday, County Commissioner



Bill Lennox, County Commissioner

**WASCO COUNTY BOARD OF COUNTY COMMISSIONERS  
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**CONSENT CALENDAR**

1. Intergovernmental Agreement between the State of Oregon Department of Energy and Wasco County.
2. Resolution #10-009 in the matter of accepting and appropriating unanticipated American Recovery and Reinvestment Act Grant Funds during Fiscal Year 2009-2010.
3. Order #10-020 in the matter of transferring \$38,170.00 from within and between the Health Grants Fund Health Promotion Division and Health Grants Fund Expansion Division during Fiscal Year 2009-2010.

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**DISCUSSION LIST**

**ACTION AND DISCUSSION ITEMS:**

1. Consideration of the request from Karen LeBreton Coats, County Clerk, to declare as surplus the Pitney Bowes 1250 Letter Opener.



**Kathy McBride**

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**From:** Karen LeBreton  
**Sent:** Thursday, March 04, 2010 1:44 PM  
**To:** Kathy McBride  
**Subject:** Surplus Letter Opener  
**Attachments:** image001.jpg

Kathy

We are requesting the commissioners surplus our old Pitney Bowes 1250 letter opener.

It was purchased several years ago for under \$5,000.

We bought a newer model (that doesn't accidentally slice mailed ballots).

I have offered the machine to other departments and no one seems to be interested.

It could probably go to auction--or to the dump.

*Karen LeBreton Coats*

**Wasco County Clerk**

511 Washington Street, Suite 201  
The Dalles, Oregon 97058  
Phone: 541-506-2530 Fax: 541-506-2531  
e-mail: [countyclerk@co.wasco.or.us](mailto:countyclerk@co.wasco.or.us)  
[http://co.wasco.or.us/county/dept\\_clerk.cfm](http://co.wasco.or.us/county/dept_clerk.cfm)

**Findings Regarding  
The Roof Replacement  
And Solar Array Installation Project  
At the Wasco County Clinic Building**  
(ORPIN Notice #C0033-5113-02-09)

After forming an evaluation committee comprised of Wasco County Commissioner Sherry Holiday, Wasco County Administrator Tyler Stone, Northern Wasco County P.U.D. Energy Specialist Steve Holms, Wasco County facilities Operation Manager Fred Davis and Wasco County Facilities Technician III Wayne Connors six submittals were examined. The following is a synopsis of the Committee's findings.

The assessment involved an in-depth process of review, grading and evaluation of proposed methods, products and warranties. Under the local Contract Review Board Rules and pertinent sections of O.R.S (guiding Requests for Proposal) we have taken all aspects of the submitted documents into consideration.

During the process the following aspects were determined:

- Based on information supplied in the proposals by manufacturers and vendors and on uses and requirements expected of the roof surface optimum warranty and surface durability would be an important aspect for the lasting success of the project.
- It was also determined that thin-film solar panels require approximately 25% more panel area to produce the same amount of power output. There is also lower efficiency on a flat roof due to the inability of the membrane applied panel to be angled to achieve the optimum angle of exposure to the sun.
- The details given in the application/installation of the roof membrane and PVA (photo-voltaic array) were also very important in developing our understanding of each proposal. Some proposals were indecisive on aspects determined to be of importance to the success and durability of project.
- The required Financial Statement/Fiscal Stability disclosure (page 7, paragraph 2.1.3) was also a consideration in a project of this size.
- Proposed staging and building access was also important.
- Material and equipment weight as determined by statements within the proposals and by readily available information from manufacturers websites was also a consideration.

While the cost of execution of this project is a significant factor it is by no means the greatest factor in this decision. The Evaluation Committee considered the concept, quality and durability of the completed project to be of even greater significance in this situation. Wasco County needs to have a well-protected building with quality material and equipment that will operate well with minimal care for as many years as possible. In addition, when a project of this scope takes place on an occupied building few delays can be tolerated and a significant work stoppage could result in major losses. Considering these factors and many others the Evaluation Committee offers the following details.

- McDonald & Wetle Inc.: The proposal was found to contain inadequate details and specification for the installation of the photo-voltaic array and was eliminated from the competition.
- Spears Head Roofing: The proposal did not identify a specific roofing warranty; it stated several warranty options but did not explain the cost of any of those options and was removed from further consideration.
- Snyder Roofing: The proposal only offered thin-film solar panels for this project and, based on the reduced output and serviceability of this type of panel, was removed from further consideration.
- Sky Lakes Construction Co: The proposal offered the lowest roofing warranty of all competitors. That and the built up roofing system generated concerns about long term durability around the solar array where equipment maintenance will take place. The financial disclosure presented some serious concerns regarding the company's ability to complete the project. Based on these considerations the proposal was removed from further consideration.
- Quality Tile Roofing: The proposal addressed all topics well and contained well-documented details and information. It showed a high degree of knowledge and was supported by a large workforce. It was the highest bid and while it used similar materials and identical equipment to some others it only presented a 25 year NDA (no dollar amount) limit and was in fact the highest bidder all of which brought it to be removed from further consideration.
- Roof Toppers: The proposal was similar in detail and concept to other upper level contenders having a goodly amount of detail and suggesting excellent solutions to the various challenges presented by this project. The final point of persuasion in this document was the warranty of 30 years with NDA limit and 30 year free puncture repair service.

With these determinations the Evaluation Committee highly recommend that the Wasco County Board of Commissioners select **Roof Toppers, Inc.** of Vancouver, WA as the leading candidate and express to them the County's intent to award the contract. This will be followed by an opportunity for the registration of any award protests if submitted by the 18<sup>th</sup> of March at 3:00PM. The negotiation process will be scheduled at a later time and date yet to be arraigned.