



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff
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MEMORANDUM

To: Linn County Board of Commissioners

From: Undersheriff Micah Smith

Date: September 3, 2024

Re: Resolution & Order 2024-314 – Contract for Architectural Services – DLR Group

Previously, Resolution & Order 2024-170 authorized the Linn County Sheriff's Office to release an RFP to prospective bidders for Architectural and Engineering Services for our Jail Renovation.

Five firms with jail construction and renovation experience were personally solicited. They were:

- LRS Architects (Portland/Bend)
- OPSIS Architecture (Portland)
- FFA Architecture+Interiors (Portland)
- DLR Group (Portland)
- Varitone Architects (Albany)

The Sheriff's Office has previously entered into design exploration services with DLR Group, to discover possibilities related to expanding our female housing capacity. We frequently have no available bed space for female Adults in Custody (AIC). Preliminary design work was conducted by DLR Group, to aid our ability to release an RFP.

DLR Group was the only responsive proposer, and are also well-versed with the project, the jail facility, and highly qualified to perform the services sought by the Sheriff's Office. The proposal submitted by DLR Group met all areas of the scope of work believed necessary for successful renovation of the jail. An announcement with our intent to award a contract to DLR Group was furnished to all firms listed above, and they were notified of their right to protest. No protests were received.

The fee structure is within the budget and parameters of the Sheriff's Office for this project. Furthermore, the scope of work and key personnel assigned by DLR Group encompass the necessary work, skills, qualifications and experience for the project to be successful. It is recommended that the County Board of Commissioners authorize a contract with DLR Group for Architectural and Engineering Services.

LINN COUNTY TREASURER



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To: Board of Commissioners

From: Linn County Treasurer/Budget Officer

Date: September 3rd, 2024

Re: Order # 2024-295

Order # 2024-295 is a transfer within the General Fund to give funding to the Public Health Emergency Preparedness Grant.

For a total of \$ 10,000.

Financial Impact. There is no financial impact.

Re: Order # 2024-296

Order # 2024-296 is a Grant increase within the Health Fund. This is to accept the funding for the Public Health Emergency Preparedness Grant.

For a total of \$ 10,000.

Financial Impact. There is no financial impact.

Re: Order # 2024-305

Order # 2024-305 is a Revenue increase within the General Fund to give Veterans Services the beginning fund balance of unspent money associated with Veterans Services increased funding. For a total of \$ 27,385. The following year was 44,

Financial Impact. There is no financial impact.

Re: Order # 2024-315

Order # 2024-315 is a transfer within the General Fund to give funding to the Developmental Disabilities/Health Fund for the purpose of transferring money to purchase generators for clients in need.

For a total of \$ 150,000.

Financial Impact. There is no financial impact.

Re: Order # 2024-316

Order # 2024-316 is an increase with in the Health Fund to give funding to the Developmental Disabilities/Health Fund for the purpose of purchasing generators for clients in need.

For a total of \$ 150,000.

Financial Impact. There is no financial impact.