

Category I: Current Fiscal Year Procurement Contracts

	Business Entity	Dept.	Description	Contract Amount	Fund
1	Buckstop Truckware	ES-Fleet Services	Ford F550 Single Wheel Conversion Kits (2 each). These kits allow for off-road vehicle emergency services to the community. (Sole Source)	\$38,183.99	CI
2	Otak, Inc.	PW	Engineering Services at Mountain View Storm Improvements. This project is for final design of a stormwater improvement project on Mountain View S just south of the intersection with McGilchirst St S. The site is experiencing nuisance flooding that impacts the adjacent private properties. (Change Order No. 1) ¹	\$25,231.20	CI
3	Westech Engineering, Inc.	PW	Silverton Road NE Enhancement (17th St NE to Fisher Rd NE). Provides project management and other professional services to complete design and prepare bid documents; provide support during bidding and contract award; and provide construction support services for roadway enhancements, including pavement restoration, intersection improvements, and pedestrain facilities to Silverton Rd NE from 17th St NE to Fisher Rd NE. (Change Order No. 1) ²	\$35,395.75	CI
4	Pacific Truck Colors	ES-Fleet Services	2024 Ford F350 Supercab Upfit. The work consists of adding a service body, performing modifications, and fabrication work to fit the needs of Public Works. (Cooperative Agreement)	\$72,976.00	ERR
5	Info-Tech Research Group, Inc.	Enterprise Services	CyberSecurity Workforce Development - Leaders Training. 12 lectures over 6 months, one on one coaching and training time. Focus on leadership, program management, and governance. (Sole Source)	\$26,801.00	G
6	Moss Adams	City Manager's Office	Organization Assessment and Optimization Services, Primary Consultant, FY 23/24 (Change Order No. 1) ³	\$120,000.00	G

7	Northside Ford Truck Sales	ES-Fleet Services	2024 F250 Crew Cab. This vehicle is for PW Pumps and Controls and will be used as a utility vehicle, route checking, and towing generators. (Cooperative Agreement)	\$53,540.16	U
8	Northside Ford Truck Sales	ES-Fleet Services	2024 F150 4x4 Supercrew. This vehicle is for PW Engineering and will be used as an inspector vehicle at construction sites. (Cooperative Agreement)	\$51,857.00	U

255 CI = Capital Improvement Fund	\$98,810.94
388 ERR = Equipment Replacement Reserve Fund	\$72,976.00
101 G = General Fund	\$146,801.00
310 U = Utility Fund	\$105,397.16
TOTAL, CATEGORY 1	\$423,985.10

END NOTES TO CHANGE ORDERS:

- 1. Change Order No. 1 adds \$25,231.20.** Provides for a City directed change to include hazardous materials assessment and demolition plans and specifications for the stormwater detention basin.
- 2. Change Order No. 1 adds \$35,395.75.** Provides for an existing sewer main that was discovered with severe corrosion issues within the project and will require additional design and construction costs for cured-in-place pipe rehabilitation. This change removes the waterline replacement from the project scope and replaces it with this rehabilitation.
- 3. Change Order No. 1 adds \$120,000.** Provides for work to assist with the revenue task force.

Category II: Annual Requirement Contracts

The following Category II Annual Requirement Contracts were approved administratively during the month of December 2023. The not-to-exceed contract amounts are competitively set by applying bidder's/proposer's per unit price(s) to estimated annual requirement quantities. These contracts carry no guarantee for quantity of units purchased or services performed during any annual contract period. Both the bids and the contracts themselves state that the City retains the right to not award contracts and/or change contract amounts, both dollar and quantity, based on specific Council/Budget Committee actions/decisions. These are non-exclusive, one-year contracts that may be renewed for up to four additional one-year renewal periods.

	Business Entity	Dept.	Description	Contract Am't	Fund
1	Western Display Fireworks Ltd	CS	Independence Day Fireworks Display, 2024	\$10,000.00 \$20,000.00	C & T G
2	Pacific Truck Colors	ES-Fleet Services	Upfit and Fabrication of New and Existing Vehicles, FY 23/24 This is for large vehicles to upfit with service bodies, utility cranes, etc. (Cooperative Agreement)	\$200,000.00	CS
3	Bound Tree	Fire	First Aid Emergency Medical and Athletic Training Supplies, FY 23/24. (Cooperative Agreement)	\$35,000.00	ES
4	Perseverance Strategies, Inc.	City Manager's Office	Government Relations Services, 2024. Services may include providing advice and counsel relative to governmental issues affecting the City and participating in regulatory and legislative processes on the City's behalf.	\$90,000.00	G
5	Salem Softball Umpires Association	CS	Umpires for Softball and Kickball Adult Leagues, 2024	\$40,300.00	G
6	Brown & Brown Northwest	Enterprise Services	Agent of Record Services for Benefits, 2024. Provides agent of record and consulting services for the City's employee benefits program.	\$64,000.00	SI
7	Cascade Centers, Inc. (Canopy)	Enterprise Services	Employee Assistance Program Services, 2024	\$57,896.00	SI

175 C & T = Cultural and Tourism	\$10,000.00
355 CS = City Services Fund	\$200,000.00
320 ES = Emergency Services	\$35,000.00
101 G = General Fund	\$150,300.00
365 SI = Self Insurance Fund	\$121,896.00
TOTAL, CATEGORY 2	\$517,196.00