

Lowell City Council
Regular Meeting
Tuesday, April 2, 2024 at 7:00 pm

Lowell Rural Fire Protection District Fire Station 1
389 N. Pioneer Street, Lowell, OR 97452

Members of the public may provide comment or testimony through the following:

- Joining in person or by phone, tablet, or personal computer. For details, click on the event at <www.ci.lowell.or.us>.
- Mailing written comments to PO Box 490, Lowell, OR 97452 or delivering in person at Lowell City Hall located at 70 N. Pioneer St.
- By email to admin@ci.lowell.or.us.

Regular Meeting Agenda

Call to Order/Roll Call/Pledge of Allegiance

Councilors: Mayor Bennett ___ Harris ___ Stratis ___ Weathers ___ Murray ___

Approval of Agenda

Public Comments

Speakers will be limited to three (3) minutes. The Council may ask questions but will not engage in discussion or make decisions based on public comment at this time. The Mayor may direct the City Administrator to follow up on comments received. When called, please state your name and address for the record.

Direct all comments to the Council through the Mayor. All speakers are expected to be polite, courteous, and respectful when making their comments. Personal attacks, insults, profanity, and inflammatory comments will not be permitted.

Council Comments (three minutes per speaker)

Presentations

1. Update on the 2024 legislative session and questions and answers with City Council.

Presenter: Representative Charlie Conrad

Old Business

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or other accommodations for persons with disabilities must be made at least 48 hours before the meeting to City Clerk Sam Dragt at 541-937-2157.

City Council Meeting Agenda

New Business

1. Motion to approve work order 2024-02 with The Automation Group in the amount of \$9,916.20 and to authorize the City Administrator to sign. – Discussion/ Possible action

Other Business

Mayor Comments

Community Comments: Limited to two (2) minutes if prior to 9:30 P.M.

Adjourn the Regular Meeting.

Agenda Item Sheet

City of Lowell City Council

Type of item:	Presentation
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Item title/recommended action:

Update on the 2024 legislative session and questions and answers with City Council.
Presenter: Representative Charlie Conrad

Justification or background:

Rep. Charlie Conrad's office contacted staff to schedule a presentation to the City Council on the recently completed 2024 legislative session.

Budget impact:

N/A

Department or Council sponsor:

Administration

Attachments:

N/A

Meeting date:	04/02/2024
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Agenda Item Sheet

City of Lowell City Council

Type of item:	Procurement
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Item title/recommended action:

Motion to approve work order 2024-02 with The Automation Group in the amount of \$9,916.20 and to authorize the City Administrator to sign. – Discussion/ Possible action

Justification or background:

At the 3/19/24 meeting, City Council approved "Amendment No. One" to the "Master Integrator Agreement" with TAG. That amendment requires TAG to procure and provide to the city payment and performance bonds. TAG's cost to procure the bonds totals \$9,916.20. Since this is over the City Administrator's spending authority, City Council approval of the work order is requested.

Budget impact:

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Department or Council sponsor:

Public Works

Attachments:

Work order #2

Meeting date:	04/02/2024
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**Work Order – The Automation Group (TAG) and the City of Lowell, Oregon
Lowell Water Treatment Plant (WTP) – Water System Improvements**

Work Order No.: 2024-02 Date: April 3, 2024

I. SCOPE OF SERVICES

In accordance with the MASTER INTEGRATOR OF RECORD SERVICES AGREEMENT dated June 22, 2023, the Owner hereby authorizes the Integrator of Record (IOR) to perform the following services:

Purchase and provide to the City of Lowell 100% performance and payment bonds in accordance with “Amendment One” (approved 3/20/2024) of the “Master Integrator Agreement.” The lump sum amount below includes the cost of the bonds, as well as TAG’s administrative costs to procure the bonds.

II. SPECIAL CONDITIONS

SPECIAL CONDITIONS related to this WORK ORDER are as follows:

See Section 1.1 of “Amendment One” (approved 3/20/2024) of the “Master Integrator Agreement.”

III. BASIS OF PAYMENT

- Time and Materials Basis
- Lump Sum Basis = (Lump Sum Amount: \$9,916.20)
- Other as described hereafter:

IV. AUTHORIZATION OF WORK ORDER

Integrator of Record: The Automation Group (TAG)

By: _____

Type Name: _____

Title: _____

Acceptance by Owner: City of Lowell, Oregon

By: _____

Type Name: _____

Title: _____