



BOARD OF COMMISSIONERS

BOARD OF COUNTY COMMISSIONERS MEETING

9:00 AM, WEDNESDAY, JUNE 04, 2025

Barnes Sawyer Rooms - Deschutes Services Building - 1300 NW Wall Street – Bend

(541) 388-6570 | www.deschutes.org

AGENDA

MEETING FORMAT: In accordance with Oregon state law, this meeting is open to the public and can be accessed and attended in person or remotely, with the exception of any executive session.

Members of the public may view the meeting in real time via YouTube using this link:

<http://bit.ly/3mmlnzy>. **To attend the meeting virtually via Zoom, see below.**

Citizen Input: The public may comment on any topic that is not on the current agenda. Alternatively, comments may be submitted on any topic at any time by emailing citizeninput@deschutes.org or leaving a voice message at 541-385-1734.

When in-person comment from the public is allowed at the meeting, public comment will also be allowed via computer, phone or other virtual means.

Zoom Meeting Information: This meeting may be accessed via Zoom using a phone or computer.

- To join the meeting via Zoom from a computer, use this link: <http://bit.ly/3h3oqdD>.
- To join by phone, call 253-215-8782 and enter webinar ID # 899 4635 9970 followed by the passcode 013510.
- If joining by a browser, use the raise hand icon to indicate you would like to provide public comment, if and when allowed. If using a phone, press *9 to indicate you would like to speak and *6 to unmute yourself when you are called on.
- When it is your turn to provide testimony, you will be promoted from an attendee to a panelist. You may experience a brief pause as your meeting status changes. Once you have joined as a panelist, you will be able to turn on your camera, if you would like to.



Deschutes County encourages persons with disabilities to participate in all programs and activities. This event/location is accessible to people with disabilities. If you need accommodations to make participation possible, call (541) 388-6572 or email brenda.fritsvold@deschutes.org.

Time estimates: The times listed on agenda items are estimates only. Generally, items will be heard in sequential order and items, including public hearings, may be heard before or after their listed times.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CITIZEN INPUT

The Board of Commissioners provides time during its public meetings for citizen input. This is an opportunity for citizens to communicate to the Commissioners on matters that are not otherwise on the agenda. Time is limited to 3 minutes.

The Citizen Input platform is not available for and may not be utilized to communicate obscene or defamatory material.

Note: In addition to the option of providing in-person comments at the meeting, citizen input comments may be emailed to citizeninput@deschutes.org or you may leave a brief voicemail at 541.385.1734.

CONSENT AGENDA

- [1.](#) Approval of Resolution No. 2025-019 extending a limited duration 1.0 FTE Peer Support Specialist position through June 30, 2026
- [2.](#) Approval of an Intergovernmental Cooperative Purchasing Agreement with Stevens County (WA)
- [3.](#) Approval of Order No. 2025-013 vacating a portion of NW Helmholtz Way
- [4.](#) Approval of Document No. 2025-556, a Second Amendment to the IGA with Oregon Judicial Department regarding courthouse improvements
- [5.](#) Approval of Audit Committee Appointments
6. Consideration of Board Signature on letter appointing Julie LaFrance for service on the Newbery Estates Special Road District
7. Consideration of Board signature of letter reappointing Johnny Leason to the Wolf Depredation Compensation and Financial Assistance Committee
8. Approval of the minutes of the May 5, 2025 BOCC meeting
9. Approval of the minutes of the May 23, 2025 BOCC Legislative Update

ACTION ITEMS

- [10.](#) **9:10A M** National Medal of Honor Highway Act Briefing

- [11.](#) **9:25 AM** Work Session – Preparation for Public Hearing - Deschutes County Code Title 12 Text Amendments

- [12.](#) **9:55 AM** Spay & Neuter Grant Requests

OTHER ITEMS

These can be any items not included on the agenda that the Commissioners wish to discuss as part of the meeting, pursuant to ORS 192.640.

EXECUTIVE SESSION

At any time during the meeting, an executive session could be called to address issues relating to ORS 192.660(2)(e), real property negotiations; ORS 192.660(2)(h), litigation; ORS 192.660(2)(d), labor negotiations; ORS 192.660(2)(b), personnel issues; or other executive session categories.

Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media.

13. Executive Session under ORS 192.660 (2) (e) Real Property Negotiations

ADJOURN



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: Approval of Resolution No. 2025-019 extending a limited duration 1.0 FTE Peer Support Specialist position through June 30, 2026

RECOMMENDED MOTION:

Move approval of Resolution No. 2025-019 extending a 1.0 limited duration FTE from June 30, 2025, to June 30, 2026.

BACKGROUND AND POLICY IMPLICATIONS:

On May 28, 2025, the Board of County Commissioners approved Deschutes County Health Services (DCHS) extending a 1.0 limited duration (LTD) full-time equivalent (FTE) position to June 30, 2026. The Peer Support Specialist is dedicated to the Forensic and Acute Services (FAS) Program, under Deschutes County Behavioral Health, providing services to individuals who are involved with the criminal justice system as a result of their mental illness.

In 2024 FAS was selected to participate in a pilot program funded by the Oregon Health Authority (OHA), focused on increasing engagement with individuals placed at the Oregon State Hospital (OSH) who are unable to Aid & Assist. As a result of pilot program funding two additional limited duration FTE were created, an administrative assistant and a peer support specialist. The one-time funding from OHA was initiated in July 2024, and the remaining funds can be spent beyond the end of FY 2025. Additionally, in April 2025 OHA provided additional funding to supplement the original program funds; this additional funding had not been factored into the original hiring decisions for the pilot staffing and can also be spent beyond the end of FY 2025.

BUDGET IMPACTS:

\$109,636 through Community Navigator Pilot Funds for Fiscal Year 2026.

ATTENDANCE:

Evan Namkung, Program Manager, Deschutes County Behavioral Health
Cam Sparks – Budget & Financial Planning Manager

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON

A Resolution Extending FTE

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RESOLUTION NO. 2025-019

WHEREAS, the Board of County Commissioners approved the extension of a 1.0 limited duration FTE position on 5/28/2025 for the Health Services department, which will support the Forensic and Acute Services (FAS) Program, and

WHEREAS, Deschutes County Policy HR-1 requires that the creation of or increase in FTE outside the adopted budget be approved by the Board of County Commissioners; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the following position's duration be extended:

Job Class	Position Number	Type	Duration if Limited Duration
Peer Support Specialist (1005)	3392	1.0 LTD	7/1/2025 – 6/30/2026
Total FTE		1.0 LTD	

Section 2. That the Human Resources Director make the appropriate entries in the Deschutes County FTE Authorized Positions Roster to reflect the above FTE changes.

DATED this _____ day of June, 2025.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

ANTHONY DEBONE, Chair

ATTEST:

PATTI ADAIR, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner



BOARD OF COMMISSIONERS

AGENDA REQUEST AND STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: Approval of an Intergovernmental Cooperative Purchasing Agreement with Stevens County (WA)

RECOMMENDED MOTION:

Move to authorize Chair signature of Document 2025-442, an intergovernmental agreement with Stevens County, Washington.

BACKGROUND AND POLICY IMPLICATIONS:

The Road Department currently has a contract with Sherwin Williams to supply traffic line paint. Stevens County (WA) would like to purchase off of this contract – which can be accomplished within the various state procurement rules as long as an Intergovernmental Agreement (IGA) exists between agencies. Deschutes County has similar agreements with numerous counties in Washington.

This IGA will allow for future joint procurement should similar cost saving opportunities arise between Deschutes County and Stevens County.

BUDGET IMPACTS:

None

ATTENDANCE:

Chris Doty, Road Department

INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

Pursuant to Chapter 39.34 RCW, ORS 279A.215 et seq., ORS Chapter 190, and other applicable laws, STEVENS COUNTY, WASHINGTON, a political subdivision of the State of Washington, and, DESCHUTES COUNTY, OREGON, a political subdivision of the State of Oregon, hereby agree to cooperative governmental purchasing upon the following terms and conditions.

(1) This Agreement pertains to bids and contracts for supplies, material, equipment or services that may be required and identified from time to time by Stevens County and Deschutes County.

(2) Each of the parties from time to time goes out to public bid and contracts to purchase supplies, material, equipment, and services. Each of the parties hereby agrees to extend to the other party the right to purchase pursuant to such bids and contracts to the extent permitted by law, and to the extent agreed upon between each party and the bidder, contractor, vendor, supplier, or service provider. Each party may insert in its solicitations for supplies, material, equipment, and services a provision disclosing that other authorized governmental agencies may also wish to procure the goods being offered to the party and allowing the bidder the option of extending its bid to other agencies at the same bid price, terms, and conditions. Each of the parties shall comply with all applicable laws and regulations governing its own purchases.

(3) Each party reserves the right to contract independently for the acquisition of supplies, material, equipment, and services without notice to the other party and shall not bind or otherwise obligate the other party to participate in the activity.

(4) Each of the parties shall contract directly with the bidder, contractor, vendor, supplier, or service provider, and pay directly in accordance with its own payment procedures for its own purchases. Each party accepts no responsibility for the payment of the acquisition price of any supplies, material, equipment, and services intended for use by the other party.

(5) Any purchase made pursuant to this Agreement is not a purchase from either of the parties. This Agreement shall create no obligation to either of the parties to purchase any particular good or service, nor create to either of the parties any assurance, warranty, or other obligation from the other party with respect to purchasing or supplying any good or service.

(6) Nondiscrimination. Both parties agree that they shall not discriminate against any person on the grounds of race, creed, color, religion, national origin, sex, age, marital status, sexual orientation, pregnancy, veteran status, political affiliation or belief, or the presence of any sensory, mental or physical handicap in violation of the Washington State Law Against Discrimination (RCW chapter 49.60) or the Americans with Disabilities Act (42 U.S.C. 12101 et seq.) or any other applicable state, federal or local law, rule or regulation.

(7) No separate legal or administrative entity is intended to be created pursuant to this Agreement. No obligation, except as stated herein, shall be created between the parties or between the parties and any applicable bidder or contractor.

(8) The Road Superintendent/Manager/Supervisor of Stevens County and the Deschutes County Road Department Operations Manager shall be representatives of the entities for carrying out the terms of this Agreement.

(9) This Agreement shall continue in force until canceled by either party, which cancellation may be effected upon receipt by one of the parties of the written notice of cancellation of the other party.

(10) Pursuant to RCW 39.34.040 and ORS 279A.215 et seq., regarding methods of filing agreements pursuant to the Interlocal Cooperation Act, a copy of this Agreement shall be filed with the Stevens County Auditor, or, alternatively, listed by subject on the public agency's website or other electronically retrievable public source.

(11) Each government party purchase using a contract let by another government party shall be solely responsible for negligent or wrongful acts arising out of or related to its use of the contract and shall defend and indemnify the party which awarded the original contract from any claim, cost, or expense, including reasonable attorney's fees, arising therefrom, except that the party which awarded the original contract shall defend, indemnify, and hold harmless other government parties using the contract from any claim, costs, or expense, including attorney's fees, caused by or related to the originally awarding party's erroneous representation to the using party that the original award of the contract complied with the requirements all applicable laws and regulations governing the original awarding party's purchases.

(12) Any provision of this Agreement which is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions or affecting the validity or enforcement of such provisions.

BOARD OF COUNTY COMMISSIONERS
STEVENS COUNTY, WASHINGTON


Chairman Greg Young


Commissioner Mark Burrows


Commissioner Montgomery Stobart

ATTEST:


Jonnie R. Brown, Clerk of the Board

Approved as to form

Prosecuting Attorney

.....

Approved this _____ day of _____, 2025

DESCHUTES COUNTY, OREGON

Anthony DeBone, Board Chair

Subscribed and sworn to me this _____ day of _____, 2025

My Commission Expires: _____

ATTEST:



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: Approval of Order No. 2025-013 vacating a portion of NW Helmholtz Way

RECOMMENDED MOTION:

Move approval of Order No. 2025-013 vacating a portion of NW Helmholtz Way.

BACKGROUND AND POLICY IMPLICATIONS:

The Deschutes County Road Department has received a petition to vacate a portion of the public road right-of-way of NW Helmholtz Way within Section 7, Township 15S, Range 13E, W.M. The chief petitioner, Randy Kruse, is the signatory of Kruse Family Development Company LLC, the owner of Tax Lot 1002 on Assessor's Map 15-13-07, which encompasses all underlying property associated with the subject right-of-way.

As the petition for vacation includes acknowledged signatures of owners of 100 percent of property abutting the subject right-of-way, the vacation proceedings are not subject to a public hearing.

Based on the findings given in the Road Official's Report (attached as Exhibit D to proposed Order No. 2025-015), Road Department staff recommend that the Board of County Commissioners approve the proposed vacation. Adoption of Order No. 2025-013 will vacate the portion of NW Helmholtz Way described in the order, vesting the subject property with the rightful owners holding title according to law pursuant to ORS 368.366(1)(c).

BUDGET IMPACTS:

None

ATTENDANCE:

Cody Smith, County Engineer/Assistant Road Department Director

REVIEWED

LEGAL COUNSEL

06/04/2025 Item #3.

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

An Order Vacating a Portion of NW Helmholtz
Way in Deschutes County, Oregon

*
*

ORDER NO. 2025-013

WHEREAS, proceedings for vacating the public right of way for a portion of NW Helmholtz Way, described in Exhibit "A" and depicted in Exhibit "B", attached hereto and by this reference incorporated herein, were initiated by the Board of County Commissioners pursuant to ORS 368.341 upon the owners of property abutting said portion of NW Helmholtz Way filing a petition, attached hereto as Exhibit "C" and by this reference incorporated herein; and

WHEREAS, said petition contains the acknowledged signatures of owners of one hundred percent of property abutting said portion of the right of way for NW Helmholtz Way and indicates said owners' approval of vacation; and

WHEREAS, the County Engineer, on behalf of the County Road Official, has prepared and filed with the Board of County Commissioners a written report, attached hereto as Exhibit "D" and by this reference incorporated herein, concerning the proposed vacation pursuant to ORS 368.346(1); and

WHEREAS, said report contains the County Engineer's assessment that the proposed vacation is in the public interest; now, therefore,

THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON,
HEREBY ORDERS as follows:

Section 1. That vacation of the property described in the attached Exhibit "A" and depicted in the attached Exhibit "B" is in the public interest.

Section 2. That the property described in the attached Exhibit "A" and depicted in the attached Exhibit "B" is hereby vacated.

Section 3. That the property vacated in Section 2 herein shall vest with the rightful owner or owners holding title according to law in accordance with ORS 368.366(1)(c).

Section 4. That this Order shall be recorded in the Official Records with the Deschutes County Clerk, and that copies shall be filed with the Deschutes County Surveyor and Deschutes County Assessor.

Dated this _____ day of _____, 2025.

BOARD OF COUNTY COMMISSIONERS
OF DESCHUTES COUNTY, OREGON

ANTHONY DEBONE, Chair

ATTEST:

PATTI ADAIR, Vice Chair

Recording Secretary

PHIL CHANG, Commissioner

ROAD VACATION

A portion of the South One-Half of the Northwest One-Quarter of the Southeast One-Quarter (S 1/2 NW 1/4 SE 1/4) of Section Seven (7), Township Fifteen (15) South, Range Thirteen (13) East, Willamette Meridian, Deschutes County, Oregon, being more particularly described as follows:

Beginning at the Northwest corner of Parcel 2 of Partition Plat 1991-70, Deschutes County, Oregon, said point being the TRUE POINT OF BEGINNING, thence along the West line of said Parcel 2, South 00°36'15" West 668.24 feet, to the Southwest corner of said Parcel 2; thence leaving said West line and along the South line of said Parcel 2 North 89°41'45" West 19.48 feet; thence leaving said South line North 06°30'00" West 69.05 feet; thence North 07°30'00" West 85.02 feet to a point on the North-South Center section line of said Section 7; thence along said North-South Center section line of said Section 7 North 00°36'15" East 426.65 feet; thence leaving said North-South Center section line along an arc of a 688.79 foot radius curve to the left 91.46 feet, the chord of which bears North 14°08'55" East 91.40 feet to a point on the North line of said Parcel 2; thence along said North line South 89°50'55" East 18.60 feet to the TRUE POINT OF BEGINNING.

Containing 24,010 square feet, more or less.

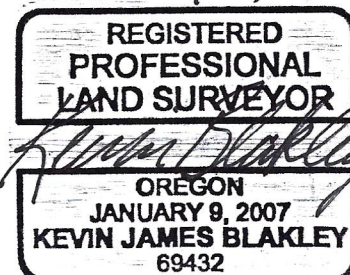


EXHIBIT "B"

ROAD VACATION MAP

LOCATED IN THE SOUTH ONE-HALF OF THE NORTHWEST ONE-QUARTER
OF SOUTHEAST ONE-QUARTER OF SECTION 7, TOWNSHIP 15 SOUTH,
RANGE 13 EAST, WILLAMETTE MERIDIAN, DESCHUTES COUNTY, OREGON

CURVE	RADIUS	LENGTH	CHORD	CHORD BEARING	DELTA
C1	688.79'	91.46'	91.40'	N14°08'55"E	7°36'30"

PARCEL 1 OF PP 1991-70
[TAX LOT 15-13-07-1000]

Found 3/4" Iron Pipes
w/"POVEY & ASSOC." Caps
per PP 2009-27

TRUE POINT OF BEGINNING
Northwest corner of Parcel 2
of Partition Plat 1991-70
Held Rock Nail

EXHIBIT "A"

PARCEL 2 OF PP 1991-70
[TAX LOT 15-13-07-1002]

(Volume 2014, Page 3822)

ROAD VACATION
Portion of that 40.00 feet
dedicated in Partition Plat
1991-70 filed 10/31/1991
(24,010 S.F. to be vacated)

1" = 100'



PARCEL 1 OF PP 2009-27
[TAX LOT 15-13-07-500]

Found 3/4" Iron Pipe
w/"POVEY & ASSOC." Cap
per PP 2009-27

LINE	BEARING	DISTANCE
L1	N89°41'45"W	19.48'
L2	N06°30'00"W	69.05'
L3	N07°30'00"W	85.02'
L4	S89°50'55"E	18.60'

LEGEND

● = Found monument as noted

Edge of Pavement

As-built Centerline

Found 3/4" Iron Pipes
w/"POVEY & ASSOC." Caps
per PP 2009-27

Found 5/8" Iron Rods
w/"SCE&S" Caps

Southwest corner of Parcel 2
of Partition Plat 1991-70
Held 5/8" Iron Rod
w/"HWA" Cap

1/15/25
REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JANUARY 9, 2007
KEVIN JAMES BLAKLEY
69432

RENEWABLE 12-31-2025

PETITION FOR VACATION OF A PUBLIC ROAD

TO: THE DESCHUTES COUNTY BOARD OF COMMISSIONERS


We, the undersigned (holding recorded interest or abutting the proposed property or owning improvements constructed on the proposed property for vacation), respectfully request the following described road be vacated.

Description of road to be vacated: Please see attachments: #1 'Road Vacation Map' and #2 'Road Vacation'

Located in Redmond, Deschutes County.

Reason for road vacation request: Extend property line to eliminate dangerous public pull-out area.

DATED this 19th day of November, 2024.

PRINT NAME	SIGNATURE	ADDRESS	CITY	STATE ZIP
Natascha Atias		5090 NW Hemlock Ave.	Redmond	OR, 97756
<u>Randolph Kase</u>	<u>My</u>	<u>500 NW Helmboltz</u>	<u>Redmond</u>	<u>OR 97756</u>

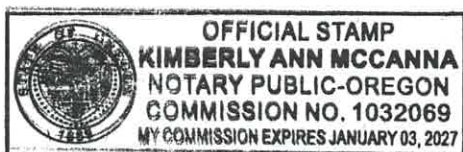
STATE OF OREGON)
County of Deschutes) ss.

On this 19th day of November, in the year 2024, before me, a Notary Public, personally appeared Natascha Atias personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is(are) subscribed to this instrument, and acknowledged that he (she, they) executed it.

WITNESS my hand and official seal

Kim McCanna
Notary Public for Oregon.

My Commission expires: January 3, 2027



STATE OF OREGON)
) ss.
 County of _____)

On this ____ day of _____, in the year 20____, before me, a Notary Public, personally appeared _____ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is(are) subscribed to this instrument, and acknowledged that he (she, they) executed it.

WITNESS my hand and official seal

 Notary Public for Oregon.

My Commission expires: _____

STATE OF OREGON)
) ss.
 County of _____)

On this ____ day of _____, in the year 20____, before me, a Notary Public, personally appeared _____ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is(are) subscribed to this instrument, and acknowledged that he (she, they) executed it.

WITNESS my hand and official seal

 Notary Public for Oregon.

My Commission expires: _____

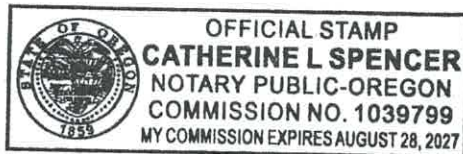
STATE OF OREGON)
) ss.
 County of Deschutes)

On this 27th day of November, in the year 2024, before me, a Notary Public, personally appeared Randolph Kruse personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is(are) subscribed to this instrument, and acknowledged that he (she, they) executed it.

WITNESS my hand and official seal

Catherine Spencer
 Notary Public for Oregon.

My Commission expires: 8-28-27



I CERTIFY THAT THIS IS THE TRUE AND ORIGINAL PETITION CIRCULATED BY ME.

[Signature]
 SIGNATURE

500 NW Helmholtz way Redmond, OR
 ADDRESS 97756

TELEPHONE: 541-408-2055



ROAD DEPARTMENT

MEMORANDUM

TO: Board of County Commissioners

FROM: Cody Smith, County Engineer/Assistant Road Department Director

DATE: May 27, 2025

SUBJECT: **Road Official's Report**
Vacation of a Portion of NW Helmholtz Way in Section 7, Township 15S, Range 13E, W.M.

Background:

The Deschutes County Road Department has received a petition to vacate a portion of the public road right-of-way of NW Helmholtz Way within Section 7, Township 15S, Range 13E, W.M. The chief petitioner, Randy Kruse, is the signatory of Kruse Family Development Company LLC, the owner of Tax Lot 1002 on Assessor's Map 15-13-07, which encompasses all underlying property to the subject right-of-way.


The subject right-of-way varies in width from 18.6 feet to 40 feet and extends approximately 686 feet in length. The subject right-of-way was originally dedicated to the public through Partition Plat 1991-70 for "Helmholtz Street," now NW Helmholtz Way but is not coincidental with the improved, as-travelled roadway for NW Helmholtz Way. Additional right-of-way was dedicated through Partition Plat 2009-27 to fully encompass the existing improved roadway, following the road's centerline, and varying in width from 30 feet to 91.18 feet. The subject right-of-way is bisected by the petitioner's paved driveway approach. The portion of the subject right-of-way north of the paved driveway approach is undeveloped, while the portion of the subject right-of-way south of the paved driveway approach functions as a gravel pullout area. Overhead power utilities owned by Pacific Power exist within portions of the right-of-way, with TDS Broadband fiber optic lines occupying the referenced poles. No roadway improvements exist within the subject right-of-way.

The petitioners provided the following reasons for the proposed vacation:

Extend property line to eliminate dangerous public pull-out area.

In conversations with Road Department staff, the chief petitioner has indicated that overnight parking, illicit activities, and other public misuse of the subject right-of-way is frequently occurring and that the proposed vacation will allow for the the chief petitioner to prevent said misuse.

LEGEND

 PROPOSED VACATION AREA



VICINITY MAP



Figure – Location Map - Proposed Vacation Area (NTS)

Road Department staff will not address the petitioners' claims regarding public misuse of the subject right-of-way, as staff was unable to verify them. However, Road Department staff note that the pullout in the southerly portion of the subject right-of-way is situated in a natural depression that collects and retains water, leading to the tracking of mud and aggregate onto NW Helmholtz Way following rain or snow events. Additionally, the

road's geometry and surrounding topography at this location significantly reduce sight distance to an unacceptable level. These conditions create safety and operational concerns that make continued use of the pullout unsafe for users of NW Helmholtz Way. Road Department staff have determined that the most effective solution to address these issues is to vacate the subject right-of-way, which would allow for landscaping and management of the underlying property by the adjacent property owner. Further, Road Department staff note that the subject right-of-way is not coincidental with the improved, as-travelled roadway for NW Helmholtz Way and is not necessary for operations or other public road appurtenance.

The Petitioners submitted completed service provider consent forms from those providers serving within or adjacent to the proposed vacation area; those service providers and their responses are listed below:

- Pacific Power
 - Representative: Samuel Adams, Operations Manager
 - Service provider does not have existing facilities within the area proposed for vacation
 - Service provider consents to the proposed vacation
- Central Electric Cooperative
 - Representative: Parneli Perkins, Lands Specialist
 - Service provider does have existing facilities within the area proposed for vacation
 - Service provider consents to the proposed vacation, a signed easement has been provided to service provider by the petitioner
- TDS Telecommunications
 - Representative: NA
 - Service provider was unresponsive after multiple attempts from the petitioner to contact the utility provider.
 - The Pacific Power representative informed the petitioner that TDS typically utilizes the pole owner's easement and does not require a separate easement of its own
- Central Oregon Irrigation District
 - Representative: Baxter Davies, Operations Manager
 - Service provider does not have existing facilities within the area proposed for vacation
 - Service provider consents to the proposed vacation

Findings:

Based upon the submitted petition materials, responses to service provider notices, and the Road Department's research of the subject right of way, the Road Department makes the following findings:

- The proposed vacation area was dedicated to the public by plat declaration with Partition Plat 1991-70 (ORS 368.326).
- No owners of a recorded property right would potentially be deprived of access necessary for the exercise of that property right with the proposed vacation (ORS 368.331).

- The Petitioners, who represent the owners of more than sixty (60) percent of property abutting the subject right of way, have submitted complete petitions and submitted the required fee (ORS 368.341(1)(c); ORS 368.341(3); ORS 368.341(4); ORS368.351).
- As the petition for vacation includes acknowledged signatures of owners of 100 percent of property abutting the proposed vacation area, the vacation proceedings are not subject to a public hearing (ORS 368.351).
- The subject right of way does not appear to be necessary for current or future public use.

Recommendation:

Based on the above findings, the Road Department has determined that the proposed vacation is in the public interest. The Road Department recommends that the Board of County Commissioners approve the proposed vacation with adoption of Order No. 2025-013 subject to a condition that the vacated property shall vest with the rightful owner or owners holding title according to law in accordance with ORS 368.366(1)(c).

This report is made pursuant to ORS 368.326 through 368.366, concerning the vacation of county property.



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: Approval of Document No. 2025-556, a Second Amendment to the IGA with Oregon Judicial Department regarding courthouse improvements

BACKGROUND AND POLICY IMPLICATIONS:

Deschutes County is working with the Oregon Judicial Department (OJD) for the ongoing Courthouse Expansion. OJD has provided \$17M to date (\$16.5M for building funds; and \$500K for furniture, fixtures and equipment (FFE)). Amendment #2 provides that OJD will provide an additional \$800K for FFE.

BUDGET IMPACTS:

Additional \$800,000 for furniture, fixtures and equipment at the Courthouse Expansion.

ATTENDANCE:

Legal Counsel



**SECOND AMENDMENT TO
OREGON JUDICIAL DEPARTMENT
INTERGOVERNMENTAL AGREEMENT
OJD Contract No. 220084**

This Amendment No. 2 to the to the Courthouse Improvement Intergovernmental Agreement, OJD Contract Number 220084, is entered into by and between the Oregon Judicial Department ("OJD") and Deschutes County ("County"). OJD and County are each a "Party" and collectively "Parties."

RECITALS

- A. On June 30, 2023, the Parties entered into Courthouse Improvement Intergovernmental Agreement, OJD Contract Number 220084 ("Original Agreement") to facilitate the renovation and expansion of the Courthouse located at: 1100 NW Bond Street, Bend, Oregon ("Project").
- B. On January 29, 2024, the Parties entered into Amendment No. 1 to amend the terms of the Original Agreement to allow OJD to provide an additional \$15,000,000.00 in funding for the Project ("Additional Project Funds"). The Original Agreement and this Amendment No. 1 are collectively referred to as the "Agreement".
- C. At this time, the Parties desire to further amend the Agreement to amend the terms of the agreement to allow OJD to provide and additional \$800,000.00 of FFE Funding as more particularly set forth in this Amendment No. 2.

AGREEMENT

In consideration of the above Recitals which are incorporated in this Amendment and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the Parties agree as follows:

1. The Recitals are contractual and are incorporated into the substantive provisions of this Agreement.
2. Subsections 3.a. to 3.j. of the Original Agreement are deleted in their entirety and replaced with the following ten subsections:
 - "a. In consideration of the terms and conditions herein, OJD agrees to the transfer to County pursuant to this Agreement, a total sum of \$17,800,000 in Project Funds, which is comprised of \$16,500,000 for Building Funds and \$1,300,000 for FFE Funds, appropriated to OJD by Or. Laws (2022), Ch. 110, s. 293, Or. Laws (2023), Ch. 605, s. 277 and Or. Laws (2023), Ch. 380, s. 1(2).
 - b. OJD has completed the transfer to County pursuant to the Original Agreement, a total of \$17,000,000 in Project Funds, which comprised of \$16,500,000 for Building Funds and \$500,000 for FFE Funds.
 - c. OJD agrees to transfer to County an amount of \$800,000 in FFE Funds within 14 days of OJD's receipt of the documents described in subsection b of Section 4.
 - d. County agrees to refrain from spending any of the Project Funds until after the County finalizes the Construction Documents and has provided the Deschutes County Circuit Court Presiding Judge and the TCA with reasonable time in which to review the Construction Documents and offer written comments and suggestions for further consideration by the County. Thereafter, the Construction Documents will become the Final Construction Documents. County shall promptly provide the TCA copies of each of the Final Construction Documents.

e. County agrees to refrain from spending any of the Additional Project Funds until after the County has obtained TCA's written approval of the Construction Documents. The TCA's written approval of the Construction Documents will not be unreasonably withheld. County shall finalize the Construction Documents and provide the Deschutes County Circuit Court Presiding Judge and the TCA with reasonable time in which to review the Construction Documents and offer written comments and suggestions for further consideration by the County. Thereafter, the Construction Documents will become the Final Construction Documents. County shall promptly provide the TCA copies of each of the Final Construction Documents.

f. County agrees to use the Building Funds solely for expenditures related to the completion of the Building Work identified in the Scope of Work.

g. County agrees to use the FFE funds solely for the FFE Work. County shall use the \$800,000 FFE Funds provided under this Amendment No. 2 to provide the FFE Work as more particularly described in **Attachment A** of this Amendment No. 2 and is incorporated in **Exhibit B** of OJD Contract Number 220084 by this reference.

h. OJD understands that County is funding its portion of the project through the issuance of tax-exempt obligations and that in order to do so, the County intends to identify the OJD Contribution as "qualified equity" for purposes of Section 1.141-6(b)(3) of the Federal Tax Regulations. OJD does not object to County's above identification subject to County indemnifying and holding State, OJD, and their officials and employees harmless from and against all actions, claims, losses, damages, liabilities, penalties, costs and expenses of any nature whatsoever resulting from, arising out of, or relating to County's identification. County's obligations to indemnify and hold State, OJD, and their officials and employees harmless under this section are subject to the limitations in Article XI, Section 10 of the Oregon Constitution, and the Oregon Tort Claims Act.

i. Building Work means County procurement of services and materials, including but not limited to: making the Courthouse entrance more accessible, relocate Hearing Room, revision and separation of interior pathways in the existing courthouse to accommodate separation of public, staff, judicial personnel, and in custody traffic, and an expansion and upgrade of the security checkpoint at the main Courthouse lobby entrance.

County shall construct a 50,933 square foot addition to the existing Deschutes County Courthouse located at 1100 NW Bond Street in Bend, Oregon. The addition consists of a basement and three upper levels based on the Permit Set of drawings prepared by LRS Architects dated September 08, 2023, which are incorporated in this agreement by this reference. The basement totals 12,102 square feet and contains 13 parking spaces for judges and staff with a secure vehicle entrance from Harriman Street and dedicated staff elevator. Additionally, the basement contains an in-custody vehicle sally port sized for two inmate transport vans. The basement also includes holding cells, dedicated in-custody elevator, secure attorney client visitation and public lobby with elevator.

The 1st floor totals 14,741 square feet and consists of an expanded main lobby entrance, public elevator, public service counters, public restrooms, and court administrative space. Administrative space will include five private offices, conference room, staff breakroom, restrooms and dedicated staff elevator. The 1st floor remodel consists of an expanded court security office, court administrative offices and Hearing Room.

The 2nd floor totals 12,045 square feet and consists of a public lobby and two full-size courtrooms. It includes public restrooms and three meeting rooms. The courtrooms share secure holding cells and in-custody elevator. Staff support areas include a jury deliberation room, three judges chambers with private restrooms, and judicial assistant office space.

The third floor will be unfinished "shell" space. It is designed to accommodate two future

courtrooms identical to the 2nd floor and totals 12,045 square feet. It includes a second public elevator shaft to accommodate future completion of the third floor.

The scope of the Project is also set forth in Exhibit B of the Original Agreement and the Deschutes County Courthouse Expansion Permit Set 9.20.23, incorporated herein by reference.

j. County acknowledges that part of OJD's contributions will be used towards the construction of the third floor of the Project. County acknowledges and agrees that when the third-floor space is finished and is considered ready for occupancy, OJD has the right to occupy that space specifically and exclusively for courtroom and courtroom-associated purposes or other court-related purposes as mutually agreed to by the parties at no additional charge to OJD. If the third-floor space is occupied by a party other than OJD, at any time OJD in its sole discretion, and conditioned upon availability of necessary funding to construct courtrooms and courtroom-associated improvements (as agreed to between OJD and County) or other court-related purposes as mutually agreed to by the parties, may request to occupy and use the third-floor space (provided that said use is limited specifically and exclusively for courtroom and courtroom-associated purposes or other court-related purposes as mutually agreed to by the parties). OJD shall give County a written notice (email acceptable) of its intent, and the County shall make the third-floor space available to OJD within 9 months of receipt of OJD's notice. County acknowledges and agrees that any non-OJD use of the third-floor space of the Project must be compatible with Circuit Courts, its operations, Uniform Trial Court Rules, and Supplementary Local Rules. Nothing in this agreement is to be construed as OJD waiving or modifying its rights or County's obligations under ORS 1.185 or any other laws or statutes."

3. The first sentence of Subsection 4.f. of the Original Agreement is deleted in its entirety and replaced with the following:

"f. Except if additional state funds become available for the Project Building Work, County shall contribute all additional funds, beyond the \$16,500,000.00 of Building Funds transferred pursuant to this Agreement, that are necessary to complete the Project."

4. Subsection 4.i. of the Original Agreement is deleted in its entirety and replaced with the following:

"i. If OJD terminates this Agreement for its convenience, or if the costs related to Building Work are less than \$16,500,000.00, or in the event the Project is not substantially completed in a timely manner by June 30, 2026 through no fault of County, County shall return to OJD any unexpended funds transferred pursuant to this Agreement by not later than one month after termination of the Project or completion of the Project, whichever is earlier."

5. The second sentence of Subsection 4.m. of the Original Agreement is deleted in its entirety and replaced with the following:

"Within 30 days of Project completion, County shall provide OJD with proof that Project work performed in compliance with the OJD Minimum Security Standards as set forth in **Exhibit C** and allow OJD inspection of the security components if requested by OJD."

6. Subsections 5.a. to 5.c. of the Original Agreement are deleted in their entirety and replaced with the following five subsections:

"a. OJD has completed the transfer to County pursuant to the Original Agreement, a total of \$2,000,000 in Project Funds, which comprised of \$1,500,000 for Building Funds and \$500,000 for FFE Funds.

b. Within 14 days of the date of Amendment No. 1 being executed, OJD will make a one-time

transfer of the Additional Project Funds from the OJD General Fund to County in the amount of \$15,000,000.00. OJD shall not be responsible or liable for any additional funds that may be required to complete the Project Building Work.

c. OJD shall not be responsible for any aspect of the procurement process, contract award, or contract administration associated with the Project.

d. OJD shall not own the improvements resulting from this Project or be responsible for any obligations or costs associated with ongoing maintenance or repairs or fulfillment of County's responsibilities under ORS 1.185.

e. OJD shall be the sole owner of all OJD FFE resulting from the FFE Work portion of the Project. Further, once title to the OJD FFE passes to OJD, OJD shall be responsible for all obligations and costs associated with ongoing maintenance, repairs, or replacement of the OJD FFE portion of the Project."

7. All other representations and warranties of each Party in the Agreement are confirmed by such Party to be true and correct as of the date of signature below.
8. Except as provided in this Amendment No. 2, all other terms and conditions of the Agreement shall remain in full force and effect.
9. This Amendment No. 2 may be executed via electronic signature and in counterparts, each of which will be considered an original and all of which together will constitute one and the same agreement.

Oregon Judicial Department

Deschutes County

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

OJD Legal Approval:

Name: Reza Alavi

Date: May 23, 2025



TAKE A STANCE
ON SECOND CHANCE

Attachment A to Amendment No. 2
3691 State Street OJD Contract No. 220084
Salem, OR 97301
Sales: 800 776-7712
eMail: InSideSales@oce.oregon.gov
Internet: www.OCE.Oregon.Gov

40441

QUOTE

Sage No.	Date	Page
133760C	08/01/24	1 of 3

Sales Mgr: BA - 1019

TERMS: NET 30 DAYS

Sold To:

Name: DESCHUTES COUNTY
Address: 1130 NW HARRIMAN ST

City: BEND State: OR
Zip: 97703

Ship To:

Name: DESCHUTES COUNTY CIRCUIT COURT
Address: 1100 NW BOND ST

City: BEND State: OR
Zip: 97759

Customer Phone	Customer Fax	Customer Email	Project No
Confirm To	Phone	Comments	
WAYNE POWDERLY	4586001284		

Product Image	Product Information	Qty	Price	Extended
	99902172101 BENCH, INDOOR, 198x31x18x20, ALL WOOD WOOD: MAPLE, FINISH: *WASHINGTON APPLE	1	\$5,705.00	\$5,705.00
	99902172102 BENCH, INDOOR, 234x31x18x20, ALL WOOD WOOD: MAPLE, FINISH: *WASHINGTON APPLE	1	\$6,314.00	\$6,314.00
	@P0004197- (/301.02) BENCH, PEW, WOOD 216 x 24-7/8 x 36 x 17-5/8 WOOD: MAPLE, FINISH: *WASHINGTON APPLE	3	\$6,056.00	\$18,168.00
	@P0004198- (/301.02) BENCH, PEW, WOOD 252 x 24-7/8 x 36 x 17-5/8 WOOD: MAPLE, FINISH: *WASHINGTON APPLE	3	\$6,447.00	\$19,341.00
	@P0004199- (/301.02) BENCH, PEW, WOOD 126 x 24-7/8 x 36 x 17-5/8 WOOD: MAPLE, FINISH: *WASHINGTON APPLE	2	\$3,043.00	\$6,086.00



TAKE A STANCE
ON SECOND CHANCE

Attachment A to Amendment No. 2
3691 State Street OJD Contract No. 220084
Salem, OR 97301
Sales: 800 776-7712
eMail: InSideSales@oce.oregon.gov
Internet: www.OCE.Oregon.Gov

40441

QUOTE

Sage No.	Date	Page
133760C	08/01/24	2 of 3

Sales Mgr: BA - 1019

TERMS: NET 30 DAYS

Sold To:

Name: DESCHUTES COUNTY
Address: 1130 NW HARRIMAN ST



City: BEND State: OR
Zip: 97703

Ship To:

Name: DESCHUTES COUNTY CIRCUIT COURT
Address: 1100 NW BOND ST

City: BEND State: OR
Zip: 97759

Customer Phone	Customer Fax	Customer Email	Project No
Confirm To	Phone	Comments	
WAYNE POWDERLY	4586001284		

Product Image	Product Information	Qty	Price	Extended
	@P0004200-(/301.02) BENCH, PEW, WOOD 90 x 24-7/8 x 36 x 17-5/8 WOOD: MAPLE, FINISH: *WASHINGTON APPLE	2	\$2,849.00	\$5,698.00
	@P0004201-(/301.02) BENCH, PEW, WOOD 108 x 24-7/8 x 36 x 17-5/8 WOOD: MAPLE, FINISH: *WASHINGTON APPLE	2	\$3,044.00	\$6,088.00
	/301.52 SHIPPING & HANDLING	1	\$1,200.00	\$1,200.00



TAKE A STANCE
ON SECOND CHANCE

Attachment A to Amendment No. 2
3691 State Street OJD Contract No. 220084
Salem, OR 97301
Sales: 800 776-7712
eMail: InSideSales@oce.oregon.gov
Internet: www.OCE.Oregon.Gov

40441

QUOTE

Sage No.	Date	Page
133760C	08/01/24	3 of 3

Sales Mgr: BA - 1019

TERMS: NET 30 DAYS

Sold To:

Name: DESCHUTES COUNTY
Address: 1130 NW HARRIMAN ST

City: BEND State: OR
Zip: 97703

Ship To:

Name: DESCHUTES COUNTY CIRCUIT COURT
Address: 1100 NW BOND ST

City: BEND State: OR
Zip: 97759

Customer Phone	Customer Fax	Customer Email	Project No
Confirm To	Phone	Comments	
WAYNE POWDERLY	4586001284		

Product Image	Product Information	Qty	Price	Extended
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ADMIN APPROVAL Cheyenne Gutierrez DATE 08.01.24

CUSTOMER APPROVAL _____ DATE _____

YOUR SIGNATURE ABOVE AUTHORIZES OREGON CORRECTIONS ENTERPRISES TO PRODUCE THE ABOVE PRODUCTS FOR YOU. YOU HAVE COMMITTED TO PAY OCE FOR THE ABOVE ITEMS.

THIS QUOTE IS VALID FOR ***** 30 DAYS *****
SIGNED QUOTES CAN BE RETURNED TO: INSIDESALES@OCE.OREGON.GOV

SHIPPING HANDLING CHARGES ARE ESTIMATES ONLY

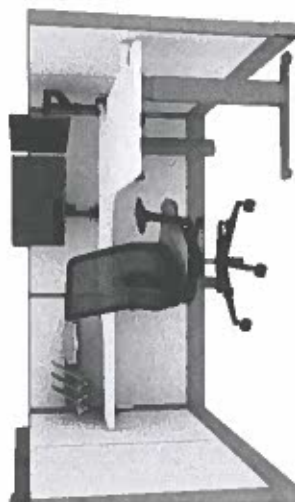
Net Order:	\$67,400.00
Less Discount:	\$0.00
Freight:	\$1,200.00
Sales Tax:	
Order Total:	\$68,600.00

[illegible]

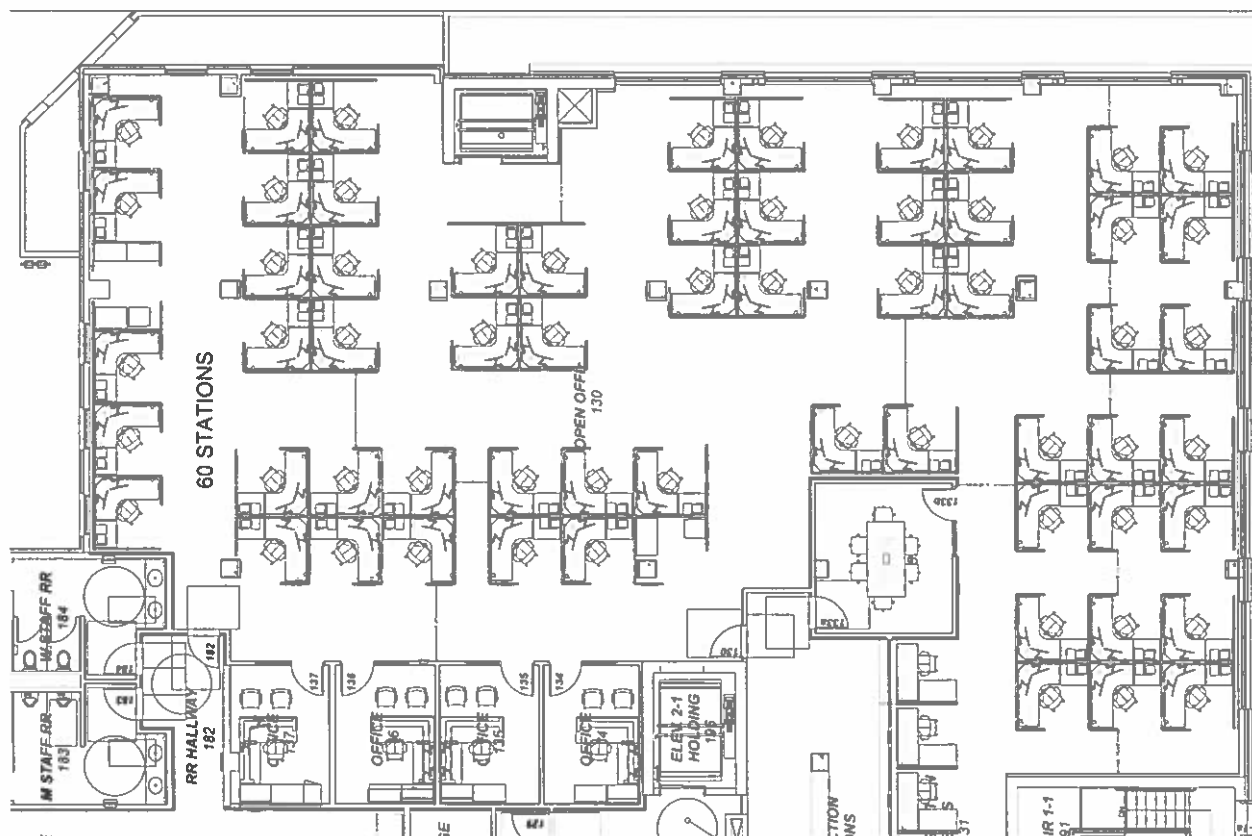
LEVEL 1 SOUTH
6'x6.5' STATIONS



6 PACK EXTERIOR



STATION INTERIOR



DCC Expansion (Overall Furniture Estimate)

Machine 440 Amendment No. 2
CJD Contract No. 220084

1 of 10

Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
1	2	831-SCR-TR-NAT	SOURCE Vee Lounge Chair	\$ 1,259.50	\$ 2,519.00
2	2	831-SCR-TR-NAT	SOURCE Vee Lounge Chair	\$ 1,259.50	\$ 2,519.00
3	2	ET123CLNG	@Eames Conference Table, Round, Contract Base, Laminate Top/Vinyl Edge, No Grommet, 28-1/2H 48Dia	\$ 598.85	\$ 1,197.70
4	1	HZ400S.422172L	+OE1 One-Piece Standing Communal Table, Sng Sided, sq-edge, 42" h (bar height), 21" d, 72" w, high-pressure lam top/thermoplastic edge	\$ 1,304.93	\$ 1,304.93
5	4	KN3001WUF	Knox Flared Arm Stack Chair - Wood Back/Uph. Seat	\$ 479.40	\$ 1,917.60
sub			105 lobby Subtotal		\$ 9,458.23
6	1	1607-WL	Knack, 31.5x30x47.5, with Wood Legs	\$ 1,875.42	\$ 1,875.42
7	1	KS-16RD20H	Kosa 16x16x20 Round End Table	\$ 538.66	\$ 538.66
sub			117 wellness Subtotal		\$ 2,414.08
8	13	A1322.06E	+Base Pwr Entry Dir Con 4-Circ, 6Ft L	\$ 82.08	\$ 1,067.04
9	116	AO215.42	+Draw Rod 42H	\$ 13.11	\$ 1,520.76
10	60	A3610.30	+Tool Bar, B-Style 4H 30W	\$ 43.89	\$ 2,633.40
11	11	K1311.A	+15 Amp Receptacle 4 Circuit, Duplex, Circuit A 6/Pkg	\$ 94.91	\$ 1,044.01
12	11	K1311.B	+15 Amp Receptacle 4 Circuit, Duplex, Circuit B 6/Pkg	\$ 94.91	\$ 1,044.01
13	1	K1311M.DN	@Controlled Receptacle, 4 Circuit, 15 Amp, Duplex, Circuit D, 6/Pkg	\$ 94.91	\$ 94.91
14	60	Y1414.L06S	+Logic Mini, 1 simplex receptacles, 1 pwr USB A/C Combo, 6' cord/conduit, surf clamp	\$ 207.24	\$ 12,434.40
15	60	Y7216.10	+Paper Tray 10W	\$ 22.00	\$ 1,320.00
16	60	Y7218.	+Diagonal Tray	\$ 36.08	\$ 2,164.80
17	120	Y97211.L1LC	@Lima Monitor Arm Assembly, lima post w/ integ clamp, 1 arm, clamp mount lima post	\$ 136.84	\$ 16,420.80
18	67	A8220.47H	+Conn, 2-Way 90 Deg, Thin Base Hard 47H	\$ 65.84	\$ 4,411.28
19	25	A8230.47H	+Conn, 3-Way 90 Deg, Thin Base Hard 47H	\$ 104.60	\$ 2,615.00
20	17	A8240.47H	+Conn, 4-Way 90 Deg, Thin Base 47H	\$ 129.68	\$ 2,204.56
21	85	A8271.47H	+Fin End, Thin Base 47H	\$ 25.94	\$ 2,204.90
22	60	A2310.2430L	+Work Surf, Sq-Edge Rect, Lam Top/TP Edge 24D 30W	\$ 150.48	\$ 9,028.80
23	1	A8120.4724J	+Panel, Fabric, Thin Base Npwr W/Rcp Com Pt Lc 47H 24W	\$ 211.19	\$ 211.19
24	36	A8120.4730G	+Panel, Fabric, Thin Base 4-Circ W/Com Pt Lc 47H 30W	\$ 310.94	\$ 11,193.84
25	61	A8120.4730J	+Panel, Fabric, Thin Base Npwr W/Rcp Com Pt Lc 47H 30W	\$ 235.41	\$ 14,360.01
26	82	A8120.4736G	+Panel, Fabric, Thin Base 4-Circ W/Com Pt Lc 47H 36W	\$ 343.71	\$ 28,184.22
27	78	A8120.4736J	+Panel, Fabric, Thin Base Npwr W/Rcp Com Pt Lc 47H 36W	\$ 267.33	\$ 20,851.74
28	2	A8120.4742G	+Panel, Fabric, Thin Base 4-Circ W/Com Pt Lc 47H 42W	\$ 370.79	\$ 741.58
29	2	A8120.4742J	+Panel, Fabric, Thin Base Npwr W/Rcp Com Pt Lc 47H 42W	\$ 294.98	\$ 589.96
30	35	A8120.4748G	+Panel, Fabric, Thin Base 4-Circ W/Com Pt Lc 47H 48W	\$ 379.05	\$ 13,266.75
31	33	DV6ECS.2424B4872L E	@Ext Cor Table w/ C-Foot, sq-edge, 24" d lf x 24" d rt (23" surf size), back cor cut, 48" w lf x 72" w rt (46" x 70" surf size), high-pressure lam top/thermoplastic edge, elect...	\$ 1,613.24	\$ 53,236.92
32	27	DV6ECS.2424B7248L E	@Ext Cor Table w/ C-Foot, sq-edge, 24" d lf x 24" d rt (23" surf size), back cor cut, 72" w lf x 48" w rt (70" x 46" surf size), high-pressure lam top/thermoplastic edge, elect...	\$ 1,613.24	\$ 43,557.48
sub			130 open office Subtotal		\$ 246,402.36
33	12	AO215.48	+Draw Rod 48H	\$ 13.40	\$ 160.80
34	6	FT199.	+Cable Management Trough	\$ 29.58	\$ 177.48

DCC Expansion (Overall Furniture Estimate)

2 of 10

Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
35	1	A1311.B	+15 Amp Receptacle 4 Circuit, Duplex, Circuit B 6/Pkg	\$ 92.34	\$ 92.34
36	6	AO210.48	+Wall Start 48H	\$ 36.20	\$ 217.20
37	6	DU15S.E	@Ht-Adj Vert Cable Manager,worksurface att,electric std range	\$ 54.56	\$ 327.36
38	6	FV2A2.24FL	+Open Support Leg,Archtrl Foot,Fxd Hght,Lft 24D	\$ 185.89	\$ 1,115.34
39	6	FV2A2.24FR	+Open Support Leg,Archtrl Foot,Fxd Hght,Rt 24D	\$ 185.89	\$ 1,115.34
40	12	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 1,642.08
41	6	A1271.53H	+Fin End 53H	\$ 30.50	\$ 183.00
42	2	DT2A.18AN	+Standard-Hght Table Leg,T-Leg w/Hgt Adj, Lam, Painted or Ven Top 18D	\$ 484.84	\$ 969.68
43	4	DT2A.24AN	+Standard-Hght Table Leg,T-Leg w/Hgt Adj, Lam, Painted or Ven Top 24D	\$ 500.96	\$ 2,003.84
44	6	FTS10.2448LS	+Rect Surf,sq-edge,24" d,48" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz	\$ 127.02	\$ 762.12
45	6	A1120.5330J	+Panel,Fabric Npwr W/Rcp Com Pt Lc 53H 30W	\$ 245.10	\$ 1,470.60
46	6	A1120.5336J	+Panel,Fabric Npwr W/Rcp Com Pt Lc 53H 36W	\$ 283.58	\$ 1,701.48
47	6	LW100.20FF	+Ped W-Pull,Freestd 20D F/F	\$ 247.72	\$ 1,486.32
48	6	DV6ACS.2466L04E1	@Rect Table w/ C-Foot,sq-edge,24" d (23" surf size),66" w (64" surf size),high-pressure lam top/thermoplastic edge,1 1/4" thick,electric std range,legs...	\$ 908.30	\$ 5,449.80
sub			131 transaction desks Subtotal		\$ 18,874.78
49	1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
50	2	G6160.AM	+Twist LED Task Light,Single unit,Magnet Att	\$ 173.57	\$ 347.14
51	1	A3210.1330	+Shelf,B-Style (Std) 15-1/2H 13D 30W	\$ 83.22	\$ 83.22
52	2	A3390.36	+B-Style Flipper Dr Back Panel 36W	\$ 44.75	\$ 89.50
53	5	AO213.72	+Wall Strip 72H	\$ 31.35	\$ 156.75
54	1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
55	2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68
56	1	A3410.2030	+Tackboard,B-Style 20H 30W	\$ 104.31	\$ 104.31
57	2	A3410.2036	+Tackboard,B-Style 20H 36W	\$ 110.01	\$ 220.02
58	1	A2310.2472L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$ 256.79	\$ 256.79
59	1	A2352.3072L	+Penin,Sq-Edge Rect, Lam Top/TP Edge 30D 72W	\$ 396.15	\$ 396.15
60	2	A3353.1336	+Flip Dr Unit,B-Style Paint,W/Lk 13D 36W 15-1/2H	\$ 224.01	\$ 448.02
61	1	LW200.301	+Lat File,W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 457.60	\$ 457.60
62	2	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 660.82
63	1	DV6ACS.3048M04E1	@Rect Table w/ C-Foot,sq-edge,30" d (29" surf size),48" w (46" surf size),thermally-fused lam top/thermoplastic edge,1 1/4" thick,electric std range,le...	\$ 872.65	\$ 872.65
sub			132 office Subtotal		\$ 4,448.62
64	1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
65	2	G6160.AM	+Twist LED Task Light,Single unit,Magnet Att	\$ 173.57	\$ 347.14
66	1	A3210.1330	+Shelf,B-Style (Std) 15-1/2H 13D 30W	\$ 83.22	\$ 83.22
67	2	A3390.36	+B-Style Flipper Dr Back Panel 36W	\$ 44.75	\$ 89.50
68	5	AO213.72	+Wall Strip 72H	\$ 31.35	\$ 156.75

DCC Expansion (Overall Furniture Estimate)

Attachment A - Amendment No. 2
 OJD Contract No. 220084

3 of 10

Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
69	✓ 1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
70	✓ 2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68
71	✓ 1	A3410.2030	+Tackboard,B-Style 20H 30W	\$ 104.31	\$ 104.31
72	✓ 2	A3410.2036	+Tackboard,B-Style 20H 36W	\$ 110.01	\$ 220.02
73	✓ 1	A2310.2472L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$ 256.79	\$ 256.79
74	✓ 1	A2352.3072L	+Penin,Sq-Edge Rect, Lam Top/TP Edge 30D 72W	\$ 396.15	\$ 396.15
75	✓ 2	A3353.1336	+Flip Dr Unit,B-Style Paint,W/Lk 13D 36W 15-1/2H	\$ 224.01	\$ 448.02
76	✓ 1	LW200.301	+Lat File,W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 457.60	\$ 457.60
77	✓ 2	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 660.82
78	✓ 1	DV6ACS.3048M04E1	@Rect Table w/ C-Foot,sq-edge,30" d (29" surf size),48" w (46" surf size),thermally-fused lam top/thermoplastic edge,1 1/4" thick,electric std range,le...	\$ 872.65	\$ 872.65
sub			134 office Subtotal		\$ 4,448.62
79	✓ 1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
80	✓ 2	G6160.AM	+Twist LED Task Light,Single unit,Magnet Att	\$ 173.57	\$ 347.14
81	✓ 1	A3210.1330	+Shelf,B-Style (Std) 15-1/2H 13D 30W	\$ 83.22	\$ 83.22
82	✓ 2	A3390.36	+B-Style Flipper Dr Back Panel 36W	\$ 44.75	\$ 89.50
83	✓ 5	AO213.72	+Wall Strip 72H	\$ 31.35	\$ 156.75
84	✓ 1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
85	✓ 2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68
86	✓ 1	A3410.2030	+Tackboard,B-Style 20H 30W	\$ 104.31	\$ 104.31
87	✓ 2	A3410.2036	+Tackboard,B-Style 20H 36W	\$ 110.01	\$ 220.02
88	✓ 1	A2310.2472L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$ 256.79	\$ 256.79
89	✓ 1	A2352.3072L	+Penin,Sq-Edge Rect, Lam Top/TP Edge 30D 72W	\$ 396.15	\$ 396.15
90	✓ 2	A3353.1336	+Flip Dr Unit,B-Style Paint,W/Lk 13D 36W 15-1/2H	\$ 224.01	\$ 448.02
91	✓ 1	LW200.301	+Lat File,W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 457.60	\$ 457.60
92	✓ 2	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 660.82
93	✓ 1	DV6ACS.3048M04E1	@Rect Table w/ C-Foot,sq-edge,30" d (29" surf size),48" w (46" surf size),thermally-fused lam top/thermoplastic edge,1 1/4" thick,electric std range,le...	\$ 872.65	\$ 872.65
sub			135 office Subtotal		\$ 4,448.62
94	✓ 1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
95	✓ 2	G6160.AM	+Twist LED Task Light,Single unit,Magnet Att	\$ 173.57	\$ 347.14
96	✓ 1	A3210.1330	+Shelf,B-Style (Std) 15-1/2H 13D 30W	\$ 83.22	\$ 83.22
97	✓ 2	A3390.36	+B-Style Flipper Dr Back Panel 36W	\$ 44.75	\$ 89.50
98	✓ 5	AO213.72	+Wall Strip 72H	\$ 31.35	\$ 156.75
99	✓ 1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
100	✓ 2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68
101	✓ 1	A3410.2030	+Tackboard,B-Style 20H 30W	\$ 104.31	\$ 104.31
102	✓ 2	A3410.2036	+Tackboard,B-Style 20H 36W	\$ 110.01	\$ 220.02

DCC Expansion (Overall Furniture Estimate)

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Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
103	1	A2310.2472L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$ 256.79	\$ 256.79
104	1	A2352.3072L	+Penin,Sq-Edge Rect, Lam Top/TP Edge 30D 72W	\$ 396.15	\$ 396.15
105	2	A3353.1336	+Flip Dr Unit,B-Style Paint,W/Lk 13D 36W 15-1/2H	\$ 224.01	\$ 448.02
106	1	LW200.301	+Lat File,W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 457.60	\$ 457.60
107	2	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 660.82
108	1	DV6ACS.3048M04E1	@Rect Table w/ C-Foot,sq-edge,30" d (29" surf size),48" w (46" surf size),thermally-fused lam top/thermoplastic edge,1 1/4" thick,electric std range,le...	\$ 872.65	\$ 872.65
sub			136 office Subtotal		\$ 4,448.62
109	1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
110	2	G6160.AM	+Twist LED Task Light,Single unit,Magnet Att	\$ 173.57	\$ 347.14
111	1	A3210.1330	+Shelf,B-Style (Std) 15-1/2H 13D 30W	\$ 83.22	\$ 83.22
112	2	A3390.36	+B-Style Flipper Dr Back Panel 36W	\$ 44.75	\$ 89.50
113	5	AO213.72	+Wall Strip 72H	\$ 31.35	\$ 156.75
114	1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
115	2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68
116	1	A3410.2030	+Tackboard,B-Style 20H 30W	\$ 104.31	\$ 104.31
117	2	A3410.2036	+Tackboard,B-Style 20H 36W	\$ 110.01	\$ 220.02
118	1	A2310.2472L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$ 256.79	\$ 256.79
119	1	A2352.3072L	+Penin,Sq-Edge Rect, Lam Top/TP Edge 30D 72W	\$ 396.15	\$ 396.15
120	2	A3353.1336	+Flip Dr Unit,B-Style Paint,W/Lk 13D 36W 15-1/2H	\$ 224.01	\$ 448.02
121	1	LW200.301	+Lat File,W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 457.60	\$ 457.60
122	2	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 660.82
123	1	DV6ACS.3048M04E1	@Rect Table w/ C-Foot,sq-edge 30" d (29" surf size),48" w (46" surf size),thermally-fused lam top/thermoplastic edge,1 1/4" thick,electric std range,le...	\$ 872.65	\$ 872.65
sub			137 office Subtotal		\$ 4,448.62
124	2	FT199.	+Cable Management Trough	\$ 29.58	\$ 59.16
125	2	DU15S.E	@Ht-Adj Vert Cable Manager,worksurface att,electric std range	\$ 54.56	\$ 109.12
126	4	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 547.36
127	1	DT1AS.2436MC	+Rect Table,sq-edge 24" d,36" w thermally-fused lam top/thermoplastic edge,C-leg	\$ 417.57	\$ 417.57
128	2	DV6ACS.2460L04E1	@Rect Table w/ C-Foot,sq-edge,24" d (23" surf size),60" w (58" surf size),high-pressure lam top/thermoplastic edge,1 1/4" thick,electric std range,legs...	\$ 883.19	\$ 1,766.38
sub			170 hearing room Subtotal		\$ 2,899.59
129	1	A1322.06E	+Base Pwr Entry,Dir Con 4-Circ,6Ft L	\$ 82.08	\$ 82.08
130	5	AO215.42	+Draw Rod 42H	\$ 13.11	\$ 65.55
131	2	A3610.24	+Tool Bar,B-Style 4H 24W	\$ 39.62	\$ 79.24
132	1	K1311.A	+15 Amp Receptacle 4 Circuit, Duplex, Circuit A 6/Pkg	\$ 94.91	\$ 94.91
133	1	K1311.B	+15 Amp Receptacle 4 Circuit, Duplex, Circuit B 6/Pkg	\$ 94.91	\$ 94.91
134	2	Y1414.L06S	+Logic Mini,1 simplex receptacles, 1 pwr USB A/C Combo,6' cord/conduit,surf clamp	\$ 207.24	\$ 414.48
135	2	Y7216.10	+Paper Tray 10W	\$ 22.00	\$ 44.00
136	2	Y7218.	+Diagonal Tray	\$ 36.08	\$ 72.16

DCC Expansion (Overall Furniture Estimate)

Attachment A to Amendment No. 2
OJD Contract No. 220084

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Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
137	4	Y97211.L1LC	@Lima Monitor Arm Assembly, lima post w/ integ clamp, 1 arm, clamp mount lima post	\$ 136.84	\$ 547.36
138	4	A8220.47H	+Conn, 2-Way 90 Deg, Thin Base Hard 47H	\$ 65.84	\$ 263.36
139	1	A8230.47H	+Conn, 3-Way 90 Deg, Thin Base Hard 47H	\$ 104.60	\$ 104.60
140	3	A8271.47H	+Fin End, Thin Base 47H	\$ 25.94	\$ 77.82
141	2	A2310.2424L	+Work Surf, Sq-Edge Rect, Lam Top/TP Edge 24D 24W	\$ 142.22	\$ 284.44
142	2	A8120.4724G	+Panel, Fabric, Thin Base 4-Circ W/Com Pt Lc 47H 24W	\$ 287.57	\$ 575.14
143	2	A8120.4730G	+Panel, Fabric, Thin Base 4-Circ W/Com Pt Lc 47H 30W	\$ 310.94	\$ 621.88
144	2	A8120.4730J	+Panel, Fabric, Thin Base Npwr W/Rcp Com Pt Lc 47H 30W	\$ 235.41	\$ 470.82
145	2	A8120.4736G	+Panel, Fabric, Thin Base 4-Circ W/Com Pt Lc 47H 36W	\$ 343.71	\$ 687.42
146	2	A8120.4736J	+Panel, Fabric, Thin Base Npwr W/Rcp Com Pt Lc 47H 36W	\$ 267.33	\$ 534.66
147	2	A8120.4748G	+Panel, Fabric, Thin Base 4-Circ W/Com Pt Lc 47H 48W	\$ 379.05	\$ 758.10
148	2	DV6ECS.2424B6648L E	@Ext Cor Table w/ C-Foot, sq-edge, 24" d lf x 24" d rt (23" surf size), back cor cut, 66" w lf x 48" w rt (64" x 46" surf size), high-pressure lam top/thermoplastic edge, elect...	\$ 1,595.26	\$ 3,190.52
sub			171 open office Subtotal		\$ 9,063.45
149	1	FT199	+Cable Management Trough	\$ 29.58	\$ 29.58
150	2	G6160.AM	+Twist LED Task Light, Single unit, Magnet Att	\$ 173.57	\$ 347.14
151	1	A3210.1330	+Shelf, B-Style (Std) 15-1/2H 13D 30W	\$ 83.22	\$ 83.22
152	2	A3390.36	+B-Style Flipper Dr Back Panel 36W	\$ 44.75	\$ 89.50
153	5	AO213.72	+Wall Strip 72H	\$ 31.35	\$ 156.75
154	1	DU15B.E	@Ht-Adj Vert Cable Manager, cable tray att, electric std range	\$ 52.39	\$ 52.39
155	2	Y97211.L1LC	@Lima Monitor Arm Assembly, lima post w/ integ clamp, 1 arm, clamp mount lima post	\$ 136.84	\$ 273.68
156	1	A3410.2030	+Tackboard, B-Style 20H 30W	\$ 104.31	\$ 104.31
157	2	A3410.2036	+Tackboard, B-Style 20H 36W	\$ 110.01	\$ 220.02
158	1	A2310.2472L	+Work Surf, Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$ 256.79	\$ 256.79
159	1	A2352.3072L	+Penin, Sq-Edge Rect, Lam Top/TP Edge 30D 72W	\$ 396.15	\$ 396.15
160	2	A3353.1336	+Flip Dr Unit, B-Style Paint, W/Lk 13D 36W 15-1/2H	\$ 224.01	\$ 448.02
161	1	LW200.301	+Lat File, W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 457.60	\$ 457.60
162	2	PIA4S1SP	+Verus Side Chair, 4-Leg Base 4-leg base, Interweave 2 suspension back, fixed arms, not fire retardant	\$ 330.41	\$ 660.82
163	1	DV6ACS.3048M04E1	@Rect Table w/ C-Foot, sq-edge, 30" d (29" surf size), 48" w (46" surf size), thermally-fused lam top/thermoplastic edge, 1 1/4" thick, electric std range, le...	\$ 872.65	\$ 872.65
sub			173 office Subtotal		\$ 4,448.62
164	1	FT199	+Cable Management Trough	\$ 29.58	\$ 29.58
165	2	G6160.AM	+Twist LED Task Light, Single unit, Magnet Att	\$ 173.57	\$ 347.14
166	1	A3210.1330	+Shelf, B-Style (Std) 15-1/2H 13D 30W	\$ 83.22	\$ 83.22
167	2	A3390.36	+B-Style Flipper Dr Back Panel 36W	\$ 44.75	\$ 89.50
168	5	AO213.72	+Wall Strip 72H	\$ 31.35	\$ 156.75
169	1	DU15B.E	@Ht-Adj Vert Cable Manager, cable tray att, electric std range	\$ 52.39	\$ 52.39
170	2	Y97211.L1LC	@Lima Monitor Arm Assembly, lima post w/ integ clamp, 1 arm, clamp mount lima post	\$ 136.84	\$ 273.68

DCC Expansion (Overall Furniture Estimate)

Attachment A to Amendment No. 2
OJD Contract No. 220084

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Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
171	1	A3410.2030	+Tackboard,B-Style 20H 30W	\$ 104.31	\$ 104.31
172	2	A3410.2036	+Tackboard,B-Style 20H 36W	\$ 110.01	\$ 220.02
173	1	A2310.2472L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$ 256.79	\$ 256.79
174	1	A2352.3072L	+Penin,Sq-Edge Rect, Lam Top/TP Edge 30D 72W	\$ 396.15	\$ 396.15
175	2	A3353.1336	+Flip Dr Unit,B-Style Paint,W/Lk 13D 36W 15-1/2H	\$ 224.01	\$ 448.02
176	1	LW200.301	+Lat File,W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 457.60	\$ 457.60
177	2	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 660.82
178	1	DV6ACS.3048M04E1	@Rect Table w/ C-Foot,sq-edge,30" d (29" surf size),48" w (46" surf size),thermally-fused lam top/thermoplastic edge,1 1/4" thick,electric std range,le...	\$ 872.65	\$ 872.65
sub			174 office Subtotal		\$ 4,448.62
179	2	A1322.06E	+Base Pwr Entry,Dir Con 4-Circ,6Ft L	\$ 82.08	\$ 164.16
180	8	AO215.42	+Draw Rod 42H	\$ 13.11	\$ 104.88
181	3	A3610.30	+Tool Bar,B-Style 4H 30W	\$ 43.89	\$ 131.67
182	1	K1311.A	+15 Amp Receptacle 4 Circuit, Duplex, Circuit A 6/Pkg	\$ 94.91	\$ 94.91
183	1	K1311.B	+15 Amp Receptacle 4 Circuit, Duplex, Circuit B 6/Pkg	\$ 94.91	\$ 94.91
184	3	Y1414.L06S	+Logic Mini,1 simplex receptacles, 1 pwr USB A/C Combo,6' cord/conduit,surf clamp	\$ 207.24	\$ 621.72
185	3	Y7216.10	+Paper Tray 10W	\$ 22.00	\$ 66.00
186	3	Y7218.	+Diagonal Tray	\$ 36.08	\$ 108.24
187	6	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 821.04
188	7	A8220.47H	+Conn,2-Way 90 Deg,Thin Base Hard 47H	\$ 65.84	\$ 460.88
189	1	A8230.47H	+Conn,3-Way 90 Deg,Thin Base Hard 47H	\$ 104.60	\$ 104.60
190	5	A8271.47H	+Fin End,Thin Base 47H	\$ 25.94	\$ 129.70
191	3	A2310.2430L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 30W	\$ 150.48	\$ 451.44
192	3	A8120.4730G	+Panel,Fabric,Thin Base 4-Circ W/Com Pt Lc 47H 30W	\$ 310.94	\$ 932.82
193	3	A8120.4730J	+Panel,Fabric,Thin Base Npwr W/Rcp Com Pt Lc 47H 30W	\$ 235.41	\$ 706.23
194	6	A8120.4736G	+Panel,Fabric,Thin Base 4-Circ W/Com Pt Lc 47H 36W	\$ 343.71	\$ 2,062.26
195	4	A8120.4736J	+Panel,Fabric,Thin Base Npwr W/Rcp Com Pt Lc 47H 36W	\$ 267.33	\$ 1,069.32
196	3	A8120.4748G	+Panel,Fabric,Thin Base 4-Circ W/Com Pt Lc 47H 48W	\$ 379.05	\$ 1,137.15
197	3	DV6ECS 2424B4872L E	@Ext Cor Table w/ C-Foot,sq-edge,24" d lf x 24" d rt (23" surf size),back cor cut,48" w lf x 72" w rt (46" x 70" surf size),high-pressure lam top/thermoplastic edge,elect...	\$ 1,613.24	\$ 4,839.72
sub			175 IT offices Subtotal		\$ 14,101.65
198	1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
199	2	G6160.AM	+Twist LED Task Light,Single unit,Magnet Att	\$ 173.57	\$ 347.14
200	1	A3210.1330	+Shelf,B-Style (Std) 15-1/2H 13D 30W	\$ 83.22	\$ 83.22
201	2	A3390.36	+B-Style Flipper Dr Back Panel 36W	\$ 44.75	\$ 89.50
202	5	AO213.72	+Wall Strip 72H	\$ 31.35	\$ 156.75
203	1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
204	2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68

DCC Expansion (Overall Furniture Estimate)

Attachment 4 to Amendment No. 2
OJD Contract No. 220084

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Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
205	1	A3410.2030	+Tackboard,B-Style 20H 30W	\$ 104.31	\$ 104.31
206	2	A3410.2036	+Tackboard,B-Style 20H 36W	\$ 110.01	\$ 220.02
207	1	A2310.2472L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$ 256.79	\$ 256.79
208	1	A2352.3072L	+Penin,Sq-Edge Rect, Lam Top/TP Edge 30D 72W	\$ 396.15	\$ 396.15
209	2	A3353.1336	+Flip Dr Unit,B-Style Paint,W/Lk 13D 36W 15-1/2H	\$ 224.01	\$ 448.02
210	1	LW200.301	+Lat File,W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 457.60	\$ 457.60
211	2	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 660.82
212	1	DV6ACS.3048M04E1	@Rect Table w/ C-Foot,sq-edge,30" d (29" surf size),48" w (46" surf size),thermally-fused lam top/thermoplastic edge,1 1/4" thick,electric std range,le...	\$ 872.65	\$ 872.65
sub			178 office Subtotal		\$ 4,448.62
213	3	1191SW19S9.US.UB.A R0	Cora 24" Counter Stool, Armless	\$ 280.14	\$ 840.42
sub			180 breakroom Subtotal		\$ 840.42
214	4	DT1BS.3636MS	@Square Table,sq-edge,36" d x 36" w,thermally-fused lam top/thermoplastic edge,single-column base	\$ 406.41	\$ 1,625.64
215	8	1191.SW19.US.UB.AR 0	Cora Guest Chair, without Arms	\$ 211.14	\$ 1,689.12
sub			180 lounge Subtotal		\$ 3,314.76
216	2	FT199.	+Cable Management Trough	\$ 29.58	\$ 59.16
217	2	DU15S.E	@Ht-Adj Vert Cable Manager,worksurface att,electric std range	\$ 54.56	\$ 109.12
218	4	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 547.36
219	2	LW110.20BF	+Ped W-Pull,Mobile 20D B/F	\$ 251.86	\$ 503.72
220	2	DV6ACS.3066L04E1	@Rect Table w/ C-Foot,sq-edge,30" d (29" surf size),66" w (64" surf size),high-pressure lam top/thermoplastic edge,1 1/4" thick,electric std range,legs...	\$ 965.96	\$ 1,931.92
221	1	46-3018-29	+Stg Case,Std Pull 30W 18D CaseHgt 26 1/4H	\$ 554.30	\$ 554.30
sub			220 courtroom clerks Subtotal		\$ 3,705.58
222	2	FT199.	+Cable Management Trough	\$ 29.58	\$ 59.16
223	2	DU15S.E	@Ht-Adj Vert Cable Manager,worksurface att,electric std range	\$ 54.56	\$ 109.12
224	4	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 547.36
225	2	LW110.20BF	+Ped W-Pull,Mobile 20D B/F	\$ 251.86	\$ 503.72
226	2	DV6ACS.3066L04E1	@Rect Table w/ C-Foot,sq-edge,30" d (29" surf size),66" w (64" surf size),high-pressure lam top/thermoplastic edge,1 1/4" thick,electric std range,legs...	\$ 965.96	\$ 1,931.92
227	1	46-3018-29	+Stg Case,Std Pull 30W 18D CaseHgt 26 1/4H	\$ 554.30	\$ 554.30
sub			221 courtroom clerks Subtotal		\$ 3,705.58
228	1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
229	1	FV696.67	+Stiffener, 66 3/4W	\$ 29.87	\$ 29.87
230	1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
231	1	FV2E2.S24FL	+Closed Support Leg,for Sq-Edge Surface, 24"D.Fxd Hght, Lam	\$ 122.96	\$ 122.96
232	2	FV2E2.S36FL	+Closed Support Leg,for Sq-Edge Surface, 36"D.Fxd Hght, Lam	\$ 127.60	\$ 255.20
233	1	FV697.84FL	+Modesty Panel,full modesty panel, 84W Lam	\$ 303.34	\$ 303.34
234	2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68
235	1	FTS10.2472LS	+Rect Surf,sq-edge,24" d,72" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz	\$ 197.49	\$ 197.49
236	1	FTS10.3684LS	@Rect Surf,sq-edge,36" d,84" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz	\$ 312.62	\$ 312.62
237	1	FV990.C123A72R	@Wall-Mount Fabric Tackboard, for use w/ Canvas Private Office,for use w/ Canvas 2-1/4" plinth base or 28.5"h worksurface at a 68"H datum,23 5"h to go bet...	\$ 216.34	\$ 216.34

DCC Expansion (Overall Furniture Estimate)

Work Order 440 Amendment No. 2
CJD Contract No. 220084

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Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
238	1	L2BC.683620N1L02	@Bookcase,68" h,36" w,20" d,no dr,base,thermally-fused lam,3/4" thermally-fused lam	\$ 829.98	\$ 829.98
239	2	FV43H.WM1536HWT	@OH Stg Cabinet, Hinged Doors,wall mount,15" h,36" w,high-pressure lam case & dr,fin case top,lock	\$ 580.29	\$ 1,160.58
240	1	DT1CS.42MX	+Round Table,sq-edge,42" dia,thermally-fused lam top/thermoplastic edge,4-column base	\$ 600.78	\$ 600.78
241	1	L2WT.6818241L02LK	@Wdrb Tower,68" h,18" w,24" d,base,thermally-fused lam w/ thermo edge,3/4" thermally-fused lam w/ thermo edge,left-hinged dr,bar pull	\$ 740.94	\$ 740.94
242	1	L2EW.30241FFLK	+Lam Ext Width Surf-Att Pedestal, Base, File/File, Lam Case/Front, Bar Pull 30W 24D	\$ 643.31	\$ 643.31
243	4	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 1,321.64
244	1	DV6ACS.2448L04E1	@Rect Table w/ C-Foot,sq-edge,24" d (23" surf size),48" w (46" surf size),high-pressure lam top/thermoplastic edge,1 1/4" thick,electric std range,legs...	\$ 827.08	\$ 827.08
sub			230 Judge chamber Subtotal		\$ 7,917.78
245	1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
246	1	FV696.67	+Stiffener, 66 3/4W	\$ 29.87	\$ 29.87
247	1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
248	1	FV2A2.24FL	+Open Support Leg,Archtrl Foot,Fxd Hght,Lft 24D	\$ 185.89	\$ 185.89
249	2	FV2E2.S36FL	+Closed Support Leg,for Sq-Edge Surface, 36"D,Fxd Hght, Lam	\$ 127.60	\$ 255.20
250	1	FV697.84FL	+Modesty Panel,full modesty panel, 84W Lam	\$ 303.34	\$ 303.34
251	2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68
252	1	FTS10.2472LS	+Rect Surf,sq-edge,24" d,72" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz	\$ 197.49	\$ 197.49
253	1	FTS10.3684LS	@Rect Surf,sq-edge,36" d,84" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz	\$ 312.62	\$ 312.62
254	1	FV990.C123A72R	@Wall-Mount Fabric Tackboard, for use w/ Canvas Private Office,for use w/ Canvas 2-1/4" plinth base or 28.5"h worksurface at a 68"H datum,23.5"h to go bet...	\$ 216.34	\$ 216.34
255	1	L2BC.683620N1L02	@Bookcase,68" h,36" w,20" d,no dr,base,thermally-fused lam,3/4" thermally-fused lam	\$ 829.98	\$ 829.98
256	2	FV43H.WM1536HWT	@OH Stg Cabinet, Hinged Doors,wall mount,15" h,36" w,high-pressure lam case & dr,fin case top,lock	\$ 580.29	\$ 1,160.58
257	1	DT1CS.42MX	+Round Table,sq-edge,42" dia,thermally-fused lam top/thermoplastic edge,4-column base	\$ 600.78	\$ 600.78
258	1	L2WT.6818241L02RK	@Wdrb Tower,68" h,18" w,24" d,base,thermally-fused lam w/ thermo edge,3/4" thermally-fused lam w/ thermo edge,nght-hinged dr,bar pull	\$ 740.94	\$ 740.94
259	1	L2EW.30241FFLK	+Lam Ext Width Surf-Att Pedestal, Base, File/File, Lam Case/Front, Bar Pull 30W 24D	\$ 643.31	\$ 643.31
260	4	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 1,321.64
261	1	DV6ACS.2448L04E1	@Rect Table w/ C-Foot,sq-edge 24" d (23" surf size),48" w (46" surf size),high-pressure lam top/thermoplastic edge,1 1/4" thick electric std range,legs...	\$ 827.08	\$ 827.08
sub			233 Judge chamber Subtotal		\$ 7,980.71
262	1	FT199.	+Cable Management Trough	\$ 29.58	\$ 29.58
263	1	FV696.67	+Stiffener, 66 3/4W	\$ 29.87	\$ 29.87
264	1	DU15B.E	@Ht-Adj Vert Cable Manager,cable tray att,electric std range	\$ 52.39	\$ 52.39
265	1	FV2E2.S24FL	+Closed Support Leg,for Sq-Edge Surface, 24"D,Fxd Hght, Lam	\$ 122.96	\$ 122.96
266	2	FV2E2.S36FL	+Closed Support Leg,for Sq-Edge Surface, 36"D,Fxd Hght, Lam	\$ 127.60	\$ 255.20
267	1	FV697.84FL	+Modesty Panel,full modesty panel, 84W Lam	\$ 303.34	\$ 303.34
268	2	Y97211.L1LC	@Lima Monitor Arm Assembly,lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 273.68
269	1	FTS10.2472LS	+Rect Surf,sq-edge,24" d,72" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz	\$ 197.49	\$ 197.49
270	1	FTS10.3684LS	@Rect Surf,sq-edge,36" d,84" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz	\$ 312.62	\$ 312.62
271	1	FV990.C123A72R	@Wall-Mount Fabric Tackboard, for use w/ Canvas Private Office,for use w/ Canvas 2-1/4" plinth base or 28.5"h worksurface at a 68"H datum,23.5"h to go bet...	\$ 216.34	\$ 216.34

DCC Expansion (Overall Furniture Estimate)

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Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
272	1	L2BC.683620N1L02	@Bookcase,68" h,36" w,20" d,no dr,base,thermally-fused lam,3/4" thermally-fused lam	\$ 829.98	\$ 829.98
273	2	FV43H.WM1536HWTL	@OH Stg Cabinet, Hinged Doors,wall mount,15" h,36" w high-pressure lam case & dr,fin case top,lock	\$ 580.29	\$ 1,160.58
274	1	DT1CS.42MX	+Round Table,sq-edge,42" dia,thermally-fused lam top/thermoplastic edge,4-column base	\$ 600.78	\$ 600.78
275	1	L2WT.6818241L02LK	@Wdrb Tower,68" h,18" w,24" d,base,thermally-fused lam w/ thermo edge,3/4" thermally-fused lam w/ thermo edge,left-hinged dr,bar pull	\$ 740.94	\$ 740.94
276	1	L2EW.30241FFLK	+Lam Ext Width Surf-Alt Pedestal, Base, File/File, Lam Case/Front, Bar Pull 30W 24D	\$ 643.31	\$ 643.31
277	4	PIA4S1SP	+Verus Side Chair, 4-Leg Base,4-leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 1,321.64
278	1	DV6ACS.2448L04E1	@Rect Table w/ C-Foot,sq-edge,24" d (23" surf size),48" w (46" surf size),high-pressure lam top/thermoplastic edge,1 1/4" thick,electric std range,legs...	\$ 827.08	\$ 827.08
sub			234 Judge chamber Subtotal		\$ 7,917.78
279	2	Y1425.EA10	+Logic G1000 Grommet Mounted Elec Dist,3 Simplex Recep Pwr Cord w/Plug End,10' Cord/Conduit	\$ 310.64	\$ 621.28
280	15	CQ51MN	+Chr,Setu Multipurpose,5-star base,std-ht range,lyris suspension seat/bck,no arms	\$ 592.67	\$ 8,890.05
281	1	DP1ACS.254192LLBL R	+Headway Rectangle Shape, Cabinet-Base, Seated Ht Table,sq-edge,28.5" h,54" d,192" w,high-pressure lam top/thermoplastic edge,high-pressure lam dr material/...	\$ 3,490.42	\$ 3,490.42
sub			238 Jury room Subtotal		\$ 13,001.75
282	1	A1322.06E	+Base Pwr Entry,Dir Con 4-Circ,6Ft L	\$ 82.08	\$ 82.08
283	6	AO215.42	+Draw Rod 42H	\$ 13.11	\$ 78.66
284	3	A3610.30	+Tool Bar,B-Style 4H 30W	\$ 43.89	\$ 131.67
285	1	K1311.A	+15 Amp Receptacle 4 Circuit, Duplex, Circuit A 6/Pkg	\$ 94.91	\$ 94.91
286	1	K1311.B	+15 Amp Receptacle 4 Circuit, Duplex, Circuit B 6/Pkg	\$ 94.91	\$ 94.91
287	3	Y1414.L06S	+Logic Mini,1 simplex receptacles, 1 pwr USB A/C Combo,6' cord/conduit,surf clamp	\$ 207.24	\$ 621.72
288	3	Y7216.10	+Paper Tray 10W	\$ 22.00	\$ 66.00
289	3	Y7218.	+Diagonal Tray	\$ 36.08	\$ 108.24
290	6	Y97211.L1LC	@Lima Monitor Arm Assembly,Lima post w/ integ clamp,1 arm,clamp mount lima post	\$ 136.84	\$ 821.04
291	5	A8220.47H	+Conn,2-Way 90 Deg, Thin Base Hard 47H	\$ 65.84	\$ 329.20
292	2	A8230.47H	+Conn,3-Way 90 Deg, Thin Base Hard 47H	\$ 104.60	\$ 209.20
293	4	A8271.47H	+Fin End, Thin Base 47H	\$ 25.94	\$ 103.76
294	2	TPM-07218	@Meridian File Top,thermally fused lam top/thermoplastic edge,72" w,18" d	\$ 187.88	\$ 375.76
295	1	TPM-07218	@Meridian File Top,thermally fused lam top/thermoplastic edge,72" w,18" d	\$ 187.88	\$ 187.88
296	3	A2310.2430L	+Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 30W	\$ 150.48	\$ 451.44
297	5	46-3618-38	+Stg Case,Std Pul 36W 18D CaseHgt 35 1/4H	\$ 638.02	\$ 3,190.10
298	1	A8120.4724G	+Panel,Fabric,Thin Base 4-Circ W/Com Pt Lc 47H 24W	\$ 287.57	\$ 287.57
299	3	A8120.4730G	+Panel,Fabric,Thin Base 4-Circ W/Com Pt Lc 47H 30W	\$ 310.94	\$ 932.82
300	3	A8120.4730J	+Panel,Fabric,Thin Base Npwr W/Rcp Com Pt Lc 47H 30W	\$ 235.41	\$ 706.23
301	4	A8120.4736G	+Panel,Fabric,Thin Base 4-Circ W/Com Pt Lc 47H 36W	\$ 343.71	\$ 1,374.84
302	2	A8120.4736J	+Panel,Fabric,Thin Base Npwr W/Rcp Com Pt Lc 47H 36W	\$ 267.33	\$ 534.66
303	3	A8120.4748G	+Panel,Fabric,Thin Base 4-Circ W/Com Pt Lc 47H 48W	\$ 379.05	\$ 1,137.15
304	2	PIA4S1SP	+Verus Side Chair, 4-Leg Base 4 leg base,Interweave 2 suspension back,fixed arms,not fire retardant	\$ 330.41	\$ 660.82
305	1	26-3618-3N	+File FS Lat Std Pul,3 11 3/4" Dwr 36W 18D	\$ 823.24	\$ 823.24

DCC Expansion (Overall Furniture Estimate)

Worksheet: Add Amendment No. 2
 OJD Contract No. 220084

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Item	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
306	3	DV6ECS.2424B7248L	@Ext Cor Table w/ C-Foot,sq-edge 24" d lf x 24" d rt (23" surf size),back cor cut,72" w lf x 48" w rt (70" x 46" surf size) high-pressure lam top/thermoplastic edge,elect...	\$ 1,613.24	\$ 4,839.72
sub			239 JA offices Subtotal		\$ 18,243.62
307	28	703A	RFM Sidekick 703A Guest Lobby, Deluxe sled base style steel frame guest chair in black powder coat, with...	\$ 652.30	\$ 18,264.40
308	2	704A	RFM Sidekick 703A Guest Lobby, Deluxe sled base style big and tall steel frame guest chair in black powder coat,...	\$ 778.80	\$ 1,557.60
sub			Courtroom Jury seating Subtotal		\$ 19,822.00
309	1	FREIGHT	SOURCE FREIGHT COSTS	\$ 300.00	\$ 300.00
310	1	DESIGN	Design	\$ 5,000.00	\$ 5,000.00
311	1	LABOR	Installation Costs	\$ 85,000.00	\$ 85,000.00
312	1			\$ 0.00	\$ 0.00
313	1			\$ 0.00	\$ 0.00
sub			Subtotal		\$ 90,300.00
			Grand Total		\$ 515,553.08

Attachment A to Amendment No. 2
OJD Contract No. 220084

PREMIERE

Integrated Technologies

CCB 201949 LLC

OJD Deschutes County Courthouse Audio Video Budgets 2024 Revision B

PROPOSAL

The following proposal was prepared for the Deschutes County Courthouse in Bend, Oregon. This proposal covers a rough budgeting number for future courtroom additions. This estimate has been prepared on a time and materials basis. This budget has been prepared with all equipment at current MSRP pricing as of November, 2024. Pricing and equipment may change.

Courtroom Audio/Video Systems

Design Considerations

Audio System

1. System will be built around a Biamp audio mixer that the Client will provide.
 1. These units will have the following inputs:
 1. Judge Microphone
 2. Witness Microphone
 3. Clerk Microphone
 4. Jury Microphone # 1
 5. Jury Microphone # 2
 6. Defense Microphone # 1
 7. Defense Microphone # 2
 8. Prosecution Microphone # 1
 9. Prosecution Microphone # 2
 10. Evidence/Exhibit (via external switching/break out)
 11. FTR Playback
 12. Video Conference
 13. Phone Conference (may be handled internally in Mixer with VoIP)
 2. These units will have the following outputs:
 1. Pre-amp for Judge speaker(s)
 2. Pre-amp for Jury speaker(s)
 3. Pre-amp for Council Table speaker(s)
 4. Pre-amp for Gallery speaker(s)
 5. Video Conference device
 6. Assisted Listening System (ALS)
 7. FTR recording – to be handled internally via Biamp/USB
 8. Media output plate
3. Ceiling/Flush-mounted speakers will be required for the above locations
4. An amplifier will be required to power the above speakers with 4-individual outputs
5. Nine, 18" hard-wired goose-neck microphones will be required for the above locations

Courtroom Audio/Video Systems Continued

Design Considerations Continued

Audio System Continued

6. Cabling will be required for all equipment
 1. Conduits and raceways to be provided by other contractor to all above locations. Low-voltage contractor to run cables as needed via these raceways
7. Wall-plates will be required for all connections

Video System

1. Video System will require the following video inputs:
 1. Judge Camera
 2. Council Camera
 3. Video Processor that allows Judge and Council cameras to be viewed PIP/Split Screen
 4. Video conference device
 5. Council Table 1 Evidence
 6. Council Table 2 Evidence
2. Video System will require the following outputs
 1. Primary 86" display - Discrete
 2. Secondary 86" display – May be mirrored to Witness
 3. Witness 86" display – May be mirrored from Secondary
 4. Judge desk display - Discrete
 5. Video conference device – Discrete

Video Conference

1. IP Video Conference appliance required
 1. Appliance will require 1 x HDMI input, 1 x HDMI output, 1 x analog audio output, 1 x analog audio input
 2. Appliance will require robust security
 3. Appliance will require robust control protocol and capability

Courtroom Audio/Video Systems Continued

Design Considerations Continued

Cameras

- 1. Two Cameras required**
 - 1. Rear of room, facing Judge**
 - 2. Front of Room, Facing Council tables**
- 2. All cameras in all location to be the same make/model**
- 3. PTZ control required**
- 4. Minimum 12x optical zoom required**
- 5. Digital output via HDMI/HDBT or other required**
 - 1. One-Link style cameras with single cable to camera advised**
- 6. Split-screen processor option to allow both cameras to be viewed side-by-side/PIP etc required**

Control System

- 1. User interface via 10" table-top touch-panel required**
- 2. Fully programmable system required**
- 3. Network interface advised for programming/updating**

Rack/Misc

- 1. Rack will be required based on revised drawings to hold equipment**
- 2. Shelves and hardware will be required for equipment**
- 3. Cable labeling and management required**
- 4. UPS system with a minimum of 1500VA required**
 - 1. Additional power distribution for all equipment required**
- 5. Fan system/rack ventilation required**
- 6. Network switch for rack and local equipment required**
 - 1. Netgear 4250 AVB series advised by Client with SFP+ and POE+**

Finish Installation

Equipment Installation Estimate

In order to meet the above requirements, the following work will be performed.

AUDIO SYSTEM

The client will provide a Biamp audio mixer. This will be installed in the rack. Cables will be run from the mixer to all of the required microphones. New Shure 18" goose neck microphones will be provided and installed. Connections will be made from the mixer to all source devices and outputs such as the ALS system and video conference device. A 4-channel power amplifier will be installed in the rack to power the in-room speakers. Commercial grade in-ceiling speaker with enclosures will be installed in the room. An Infrared ALS system will be installed with new headsets provided. Cabling will be run to the FTR computer for the FTR/USB connection to the mixer.

VIDEO SYSTEM

An AMX presentation switcher/controller will be installed as well as three 84" or larger main displays and a smaller-table-top display for the judge desk. This unit will have multiple video and audio inputs and will allow signal conversion from analog to digital as well as resolution scaling. All displays will have AMX end-points to allow for both signal and control to travel over a single cable. An AMX video split-screen processor will be installed to allow for use of multiple cameras via PIP or split screen configuration. One HDMI transmitter will be installed at each of the council tables.

VIDEO CONFERENCE

A new Poly video conference appliance will be installed. This device will allow for video and phone conferencing via the internet. The video and audio switching will be performed externally. The appliance will be controlled via the AMX control system and functionality will mimic the other courtrooms in-use.

VIDEO CAMERAS

Two Vaddio PTZ cameras will be installed. These cameras will utilize a 'one-link' HDBT connection that will allow for a single cable to be run from each camera to the AV Rack. At the rack, the signal will be converted to HDMI and control will be connected via RS-232. These cameras will support IP steaming that could be used in the future. The cameras will be identical and both will have 20x optical zoom. Presets will be configured for the most-used locations and the cameras will connect to the AMX split screen processor to allow both cameras to be viewed simultaneously.

Finish Installation Continued

Equipment Installation Estimate

AMX CONTROLLER

The new switcher will include a full AMX controller that will be capable of controlling the entire system. The controller will be programmed to reliably operate all of the connected equipment and the programming will mimic the already in-use courtrooms as much as possible.

TOUCH-PANEL

The new touch-panel will be hard-wired and placed on the desk-top work area. This will allow for reliable connection to the system without interference from other wireless devices. The panel will be able to be moved around the desk within the length limits of the cable.

RACK/MISC

A Middle Atlantic equipment rack will be installed. This rack will have rear and side panels and a locking door if required. Due to the several aspects of this portion, an estimated budget number has been provided, but may change once work begins.

A quiet fan system from will be installed in the rack. This fan system will be thermostatically controlled and will only run when needed.

A new 1500volt-amp UPS system will be installed in the rack to help smooth power fluctuations and to provided back-up power to the system. Additional power distribution will be installed to allow for all devices to connect to power.

A Netgear M4250 series POE+ network switch will be installed to connect all equipment in the AV rack. This switch is desired in order to maintain continuity with the other network switches in the building.

All cables will be labeled and managed for access and service in the future.

Attachment A to Amendment No. 2

OJD Contract No. 220084

Finish Installation

Court Room Audio/Video System

Premiere Integrated Technologies will use the following parts and materials to complete the above Finish Installation:

PART #	DESCRIPTION	PRICE	QTY	TOTAL
AMXEnova	AMX Presentation Switcher 8x4+2 with integrated amplifier, and system controller	\$10,444.00	1	\$10,444.00
AMXDXRH	AMX DXLink HDMI receiver	\$1,439.00	4	\$5,756.00
AMXDVC	AMX Composite video adapter for DVX series	\$52.00	0	\$0.00
AMXDXTM	AMX DXLink multi-format transmitter	\$1,207.00	2	\$2,414.00
AMXDXTMW	AMX DXLink multi-format transmitter wall plate	\$798.00	1	\$798.00
AMXTP10V	AMX 10" Varia touch-panel	\$2,842.00	1	\$2,842.00
AMXTP10TT	AMX 10" touch-panel table-top adapter	\$228.00	1	\$228.00
POLG7500	Poly G7500 video conference codec only	\$5083.95	1	\$5,083.95
POLG7500L	Poly G7500 coverage plan 1-year	\$800.00	1	\$800.00
DIGCAM/PTZ	Digital PTZ Camera with One-Link, single-cable output for control and video 20x Optical zoom	\$8,008.00	2	\$16,016.00
AMXHD44	AMX HDMI split-screen Processor	\$3,249.00	1	\$3,249.00
SHUMX418	Shure goose-neck microphone	\$350.00	9	\$3,150.00
BiampTFAVB	Biamp Tesira Forte AVB Microphone Mixer	\$4,840.00	1	\$4,840.00
LIS-ALS/Dual	2-chan assisted listening system w/ modulator, 2 emitters, and 4 sets of receiver headphones	\$5,361.00	1	\$5,361.00
NET4250/P/S	Netgear M4250 POE+/SFP+ switch, 24-ports	\$1,740.00	1	\$1,740.00
LG85UR	LG Professional 85" LED/LCD Display	\$2,500.00	3	\$7,500.00
MNT/A-XL	Articulating Arm flat panel mount for extra-large TV	\$550.00	3	\$1,650.00
Dell23	Dell 23" LED/LCD Monitor	\$650.00	2	\$1,300.00
MNT/T/LP	Low-profile table-top mount VESA	\$100.00	2	\$200.00
SP6/IC/P	Sonance In-ceiling speakers 6" with integrated rear enclosure, tile bridge per pair	\$430.00	4	\$1,720.00
AMP4/300	300-watt, 4-channel amplifier	\$2,489.00	1	\$2,489.00
TLUPS1500	1500VA Tripp-Lite UPS system 1RU	\$350.00	1	\$350.00
MARSH	Middle Atlantic custom-cut rack shelf	\$175.00	1	\$175.00
Rack-37/S/CB	37U rack with side panels, and caster base	\$1,400.00	1	\$1,400.00
Rackparts	Miscellaneous rack parts (spacers, shelves, vents, etc)	Varies	Varies	\$500.00
ATMSYS2R	Active Thermal rack-mount fan kit with temperature sensor and controller	\$350.00	1	\$350.00
CAT6	Category 6 cable	\$0.30	2500	\$750.00
16/2	2-conductor, 16 AWG speaker cable	\$0.25	1000	\$250.00
18/2/Mic	Shielded, 2-conductor, microphone/line audio cable	\$0.30	2500	\$750.00
Misc.	Misc. parts/wire/interconnects	Varies	Varies	\$1,500.00
Labor1	Design labor per man hour	\$150.00	30	\$4,500.00
Labor3	Finish Installation labor per man hour	\$100.00	64	\$6,400.00
Labor4	Programming labor per man hour	\$175.00	16	\$2,800.00
SUBTOTAL				\$97,305.95

The estimated total to complete the above Finish Installation is \$97,305.95 on a time and materials basis. Any parts, materials, or labor listed above will be billed only if used.

Hearing Room Audio/Video System

Design Considerations

Audio System

1. System will be built around a Biamp audio mixer that the Client will provide.
 1. These units will have the following inputs:
 1. Judge Microphone
 2. Witness Microphone
 3. Clerk Microphone
 4. Jury/Well Microphone # 1
 5. Jury Microphone # 2 (Unused in this room)
 6. Defense Microphone # 1
 7. Defense Microphone # 2(Unused in this room)
 8. Prosecution Microphone # 1
 9. Prosecution Microphone # 2(Unused in this room)
 - 10.Evidence/Exhibit (via external switching/break out)
 - 11.FTR Playback
 - 12.Video Conference
 - 13.Phone Conference(may be handled internally in Mixer with VoIP)
 2. These units will have the following outputs:
 1. Pre-amp for Judge speaker(s)
 2. Pre-amp for Witness/Clerk speaker(s)
 3. Pre-amp for Council Table speaker(s)
 4. Pre-amp for Gallery speaker(s)
 5. Video Conference device
 6. Assisted Listening System(ALS)
 7. FTR recording – to be handled internally via Biamp/USB
 8. Media output plate
 3. Ceiling/Flush-mounted speakers will be required for the above locations
 4. An amplifier will be required to power the above speakers with 4-individual outputs
 5. Six, 18" hard-wired goose-neck microphones will be required for the above locations
 6. Cabling will be required for all equipment
 1. Conduits and raceways to be provided by other contractor to all above locations. Low-voltage contractor to run cables as needed via these raceways
 7. Wall-plates will be required for all connections

Courtroom Audio/Video Systems Continued

Design Considerations Continued

Audio System Continued

Video System

1. Video System will require the following video inputs:
 1. Judge Camera
 2. Council Camera
 3. Video Processor that allows Judge and Council cameras to be viewed PIP/Split Screen
 4. Video conference device
 5. Council Table 1 Evidence
 6. Council Table 2 Evidence
2. Video System will require the following outputs
 1. Primary 86" display (behind Clerk) - Discrete
 2. Secondary 75" display (across from Witness)– May be mirrored to Witness
 3. Judge desk display - Discrete
 4. Video conference device – Discrete

Video Conference

1. IP Video Conference appliance required
 1. Appliance will require 1 x HDMI input, 1 x HDMI output, 1 x analog audio output, 1 x analog audio input
 2. Appliance will require robust security
 3. Appliance will require robust control protocol and capability

Courtroom Audio/Video Systems Continued

Design Considerations Continued

Cameras

- 1. Two Cameras required**
 - 1. Rear of room, facing Judge**
 - 2. Front of Room, Facing Council tables**
- 2. All cameras in all location to be the same make/model**
- 3. PTZ control required**
- 4. Minimum 12x optical zoom required**
- 5. Digital output via HDMI/HDBT or other required**
 - 1. One-Link style cameras with single cable to camera advised**
- 6. Split-screen processor option to allow both cameras to be viewed side-by-side/PIP etc required**

Control System

- 1. User interface via 10" table-top touch-panel required**
- 2. Fully programmable system required**
- 3. Network interface advised for programming/updating**

Rack/Misc

- 1. Rack will be required based on revised drawings to hold equipment**
- 2. Shelves and hardware will be required for equipment**
- 3. Cable labeling and management required**
- 4. UPS system with a minimum of 1500VA required**
 - 1. Additional power distribution for all equipment required**
- 5. Fan system/rack ventilation required**
- 6. Network switch for rack and local equipment required**
 - 1. Netgear 4250 AVB series advised by Client with SFP+ and POE+**

Finish Installation

Equipment Installation Estimate

In order to meet the above requirements, the following work will be performed.

AUDIO SYSTEM

The client will provide a Biamp audio mixer. This will be installed in the rack. Cables will be run from the mixer to all of the required microphones. New Shure 18" goose neck microphones will be provided and installed. Connections will be made from the mixer to all source devices and outputs such as the ALS system and video conference device. A 4-channel power amplifier will be installed in the rack to power the in-room speakers. Commercial grade in-ceiling speaker with enclosures will be installed in the room. An Infrared ALS system will be installed with new headsets provided. Cabling will be run to the FTR computer for the FTR/USB connection to the mixer.

VIDEO SYSTEM

An AMX presentation switcher/controller will be installed as well as three 84" or larger main displays and a smaller-table-top display for the judge desk. This unit will have multiple video and audio inputs and will allow signal conversion from analog to digital as well as resolution scaling. All displays will have AMX end-points to allow for both signal and control to travel over a single cable. An AMX video split-screen processor will be installed to allow for use of multiple cameras via PIP or split screen configuration. One HDMI transmitter will be installed at each of the council tables.

VIDEO CONFERENCE

A new Poly video conference appliance will be installed. This device will allow for video and phone conferencing via the internet. The video and audio switching will be performed externally. The appliance will be controlled via the AMX control system and functionality will mimic the other courtrooms in-use.

VIDEO CAMERAS

Two Vaddio PTZ cameras will be installed. These cameras will utilize a 'one-link' HDBT connection that will allow for a single cable to be run from each camera to the AV Rack. At the rack, the signal will be converted to HDMI and control will be connected via RS-232. These cameras will support IP steaming that could be used in the future. The cameras will be identical and both will have 12x optical zoom. Presets will be configured for the most-used locations and the cameras will connect to the AMX split screen processor to allow both cameras to be viewed simultaneously.

Finish Installation Continued

Equipment Installation Estimate

AMX CONTROLLER

The new switcher will include a full AMX controller that will be capable of controlling the entire system. The controller will be programmed to reliably operate all of the connected equipment and the programming will mimic the already in-use courtrooms as much as possible.

TOUCH-PANEL

The new touch-panel will be hard-wired and placed on the desk-top work area. This will allow for reliable connection to the system without interference from other wireless devices. The panel will be able to be moved around the desk within the length limits of the cable.

RACK/MISC

A Middle Atlantic equipment rack will be installed. This rack will have rear and side panels and a locking door if required. Due to the several aspects of this portion, an estimated budget number has been provided, but may change once work begins.

A quiet fan system from will be installed in the rack. This fan system will be thermostatically controlled and will only run when needed.

A new 1500volt-amp UPS system will be installed in the rack to help smooth power fluctuations and to provided back-up power to the system. Additional power distribution will be installed to allow for all devices to connect to power.

A Netgear M4250 series POE+ network switch will be installed to connect all equipment in the AV rack. This switch is desired in order to maintain continuity with the other network switches in the building.

All cables will be labeled and managed for access and service in the future.

Attachment A to Amendment No. 7

OJD Contract No. 220084

Finish Installation

Court Room Audio/Video System

Premiere Integrated Technologies will use the following parts and materials to complete the above Finish Installation:

PART #	DESCRIPTION	PRICE	QTY	TOTAL
AMXEnova	AMX Presentation Switcher 8x4+2 with integrated amplifier, and system controller	\$10,444.00	1	\$10,444.00
AMXDXRH	AMX DXLink HDMI receiver	\$1,439.00	4	\$5,756.00
AMXDV-C	AMX Composite video adapter for DVX series	\$52.00	0	\$0.00
AMXDXTM	AMX DXLink multi-format transmitter	\$1,207.00	2	\$2,414.00
AMXDXTMW	AMX DXLink multi-format transmitter wall plate	\$798.00	1	\$798.00
AMXTP10V	AMX 10" Varia touch-panel	\$2,842.00	1	\$2,842.00
AMXTP10TT	AMX 10" touch-panel table-top adapter	\$228.00	1	\$228.00
POLG7500	Poly G7500 video conference codec only	\$5,083.95	1	\$5,083.95
POLG7500L	Poly G7500 coverage plan 1-year	\$800.00	1	\$800.00
DIGCAM/PTZ	Digital PTZ Camera with One-Link, single-cable output for control and video 12x Optical zoom	\$5,851.00	2	\$11,702.00
AMXHD44	AMX HDMI split-screen Processor	\$3,249.00	1	\$3,249.00
SHUMX418	Shure goose-neck microphone	\$350.00	6	\$2,100.00
BiampTFAVB	Biamp Tesira Forte AVB Microphone Mixer	\$4,840.00	1	\$4,840.00
LIS-ALS/Dual	2-chan assisted listening system w/ modulator, 2 emitters, and 4 sets of receiver headphones	\$5,361.00	1	\$5,361.00
NET4250/P/S	Netgear M4250 POE+/SFP+ switch, 24-ports	\$1,740.00	1	\$1,740.00
LG85UR	LG Professional 85" LED/LCD Display	\$2,500.00	1	\$2,500.00
LG75UR	LG Professional 75" LED/LCD Display	\$2,300.00	1	\$2,300.00
MNT/A-XL	Articulating Arm flat panel mount for extra-large TV	\$550.00	2	\$1,100.00
Dell23	Dell 23" LED/LCD Monitor	\$650.00	2	\$1,300.00
MNT/T/LP	Low-profile table-top mount VESA	\$100.00	2	\$200.00
SP6/IC/P	Sonance In-ceiling speakers 6" with integrated rear enclosure, tile bridge per pair	\$430.00	3.5	\$1,505.00
AMP4/300	300-watt, 4-channel amplifier	\$2,489.00	1	\$2,489.00
TLUPS1500	1500VA Tripp-Lite UPS system 1RU	\$350.00	1	\$350.00
MARSH	Middle Atlantic custom-cut rack shelf	\$175.00	1	\$175.00
Rack-37/S/CB	37U rack with side panels, and caster base	\$1,400.00	1	\$1,400.00
Rackparts	Miscellaneous rack parts (spacers, shelves, vents, etc)	Varies	Varies	\$500.00
ATMSYS2R	Active Thermal rack-mount fan kit with temperature sensor and controller	\$350.00	1	\$350.00
CAT6	Category 6 cable	\$0.30	2500	\$750.00
16/2	2-conductor, 16 AWG speaker cable	\$0.25	1000	\$250.00
18/2/Mic	Shielded, 2-conductor, microphone/line audio cable	\$0.30	2500	\$750.00
Misc.	Misc. parts/wire/interconnects	Varies	Varies	\$1,500.00
Labor1	Design labor per man hour	\$150.00	26	\$3,900.00
Labor3	Finish Installation labor per man hour	\$100.00	60	\$6,000.00
Labor4	Programming labor per man hour	\$175.00	15	\$2,625.00
SUBTOTAL				\$87,301.95

The estimated total to complete the above Finish Installation is \$87,301.95 on a time and materials basis. Any parts, materials, or labor listed above will be billed only if used.

[illegible]

OJD Deschutes County Courthouse Audio Video Budgets 2024 Revision B

PROPOSAL ACCEPTANCE

By signing below, I agree to the above estimate on a time and materials basis. I understand that the above dollar amount is an estimate only and the final amount may be significantly higher or lower. Items added or removed will impact this amount and will be billed on a time and materials basis. I understand that all materials used will be billed and labor will be billed at the following rates:

Design/Project Management	= \$150.00 per man, per hour
Installation	= \$100.00 per man, per hour
Programming	= \$175.00 per man, per hour
Business Hours Non-Warranty Service	= \$175.00 per man, per hour
After Hours/Emergency Non-Warranty Service	= \$400.00 per man, per hour
Travel Charge	= \$75.00 per man, per hour
Per-Day Travel Charge(< 200 miles)	= \$200.00 per 2-man crew
Per-Day Travel Charge(> 200 miles)	= By Estimate

Client X _____ date _____

Premiere Integrated Technologies X _____ date _____

Your Estimated Total for this Project is NOT FINALIZED

Standard Purchasing Agreement is for all equipment to be paid for prior to ordering, with labor and balance to be paid upon completion. For this project, equipment will be billed upon receipt to client.

Equipment Total/Deposit for this job is NOT FINALIZED

Premiere Integrated Technologies

61535 South Hwy 97

Suite 5-454

Bend, OR 97702

(541)385-9203

jason@premiereintegrated.com



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: Audit Committee Appointments

RECOMMENDED MOTION:

Move approval of appointment to Audit Committee for

- *Steve Dennison, Department Head Member, elected (Term ending 6/30/27).*

Move approval of reappointment to Audit Committee for

- *Jodi Burch, Public Member (Term ending 6/30/27)*
- *Kristen Toney, Public Member (Term ending 6/30/27).*

Appointment letters will follow for Board signature.

BACKGROUND AND POLICY IMPLICATIONS:

The Deschutes County Audit Committee provides oversight to the external and internal audit functions of the County. It helps ensure the audit function retains organizational independence from political and administrative pressures. The Audit Committee's organizational documents are codified in the Deschutes County Code Chapter 2.15.

The Audit Committee consists of

- *One representative from the Board of County Commissioners*
- *Six public members (two positions are optional)*
- *Two Department Heads (traditionally one of the Department Head positions is held by an elected official)*

Audit Committee terms are two years long and are staggered so as to not have all of the committee members turn-over in any given year. Members may be re-appointed to successive terms. The County Administrator is precluded from serving on the committee.

Judge Charles Fadely, Department Head Member since September 2021, has let us know that he would like to retire from the committee. The County Internal Auditor solicited interest from Deschutes County elected department heads by email. Steve Dennison, County Clerk, was the

only one who expressed interest.

Jodi Burch has been a Public Member of the Audit Committee since October 2019, and we value and appreciate her participation. Her two-year term expires on June 30, 2025. Jodi Burch has expressed interest in serving another two-year term on the committee.

Kristen Toney has been a Public Member of the Audit Committee since January 2024, and we value and appreciate her participation. Her two-year term expires on June 30, 2025. Kristen Toney has expressed interest in serving another two-year term on the committee.

BUDGET IMPACTS:

none

ATTENDANCE:

Elizabeth Pape, County Internal Auditor

Estimated time needed for item (presentation/questions/discussion/action): 5 minutes



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: National Medal of Honor Highway Act Briefing

RECOMMENDED MOTION:

N/A

BACKGROUND AND POLICY IMPLICATIONS:

The National Medal of Honor Highway originated on US 20 in Oregon and now extends from coast to coast following the passage by Congress of the National Medal of Honor Highway Act.

Eight years ago, the Oregon Legislature approved the initiative of the Bend Heroes Foundation to designate a Medal of Honor Highway and allow for the placement of 12 signs—four in Deschutes County. Senator Wyden sponsored the designation at the federal level, resulting in Congressional approval and the bill's signing by former President Biden.

BUDGET IMPACTS:

None

ATTENDANCE:

Dick Tobiason, Chairman, Bend Heroes Foundation
Erik Tobiason, President, Bend Heroes Foundation



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: Work Session – Preparation for Public Hearing - Deschutes County Code Title 12 Text Amendments

RECOMMENDED MOTION:

N/A

BACKGROUND AND POLICY IMPLICATIONS:

The Road Department has prepared draft amendments to Deschutes County Code (DCC) Title 12 (“Roads, Sidewalks, and Public Places”) for consideration by the Board of County Commissioners. The proposed text amendments are summarized by staff as follows:

- DCC 12.04 “General Provisions and Definitions”– This chapter currently provides general provisions and definitions pertaining only to utilities within public rights-of-way under the County’s jurisdiction. The proposed amendments are to modify and modernize DCC 12.04 to provide general provisions and definitions for all of DCC Title 12.
- DCC 12.08 “Utilities Within the Public Right-of-Way”– This chapter, together with DCC 12.12, 12.16, and 12.20, currently provides provisions regarding utilities within public rights-of-way under the County’s jurisdiction. The proposed amendments consolidate utility provisions into a single chapter, update certain provisions to align with current practices and standards, and provide for clarification and ease of use and interpretation.
- DCC 12.12, 12.16, and 12.20 – These chapters are proposed for repeal, as applicable provisions from these chapters are moved to DCC 12.08 as proposed.
- DCC 12.25 “Road Design and Construction Specifications” – This is a new proposed chapter that moves the County Road Standards from DCC Title 17 (“Subdivisions”) to DCC Title 12 (“Roads, Sidewalks, and Public Places”), as the County Road Standards are not merely associated with land divisions subject to the requirements of DCC Title 17. This proposed chapter aligns with the “clear and objective” housing development standards effort by the Community Development Department, which proposes repeal of the County Road Standards from DCC Title 17. Additionally, the proposed DCC 12.25 updates certain provisions to align with current practices and

standards and provide for clarification and ease of use and interpretation.

- DCC 12.28 – “Driveways and Access to Public Roads” – This chapter provides the regulations and standards regarding access to public roads under the County’s jurisdiction. The proposed amendments include the addition of certain access-related provisions that are proposed for repeal in DCC Title 17. Additionally, the proposed amendments update certain provisions to align with current practices and standards and provide for clarification and ease of use and interpretation.

Staff will prepare the Board for a public hearing on the proposed DCC Title 12 text amendments on June 11, 2025. Within the proposed amendments, added language is shown underlined and deleted text is shown as strikethrough.

BUDGET IMPACTS:

None

ATTENDANCE:

Cody Smith, County Engineer/Assistant Road Department Director

~~CHAPTER 12.04 GENERAL PROVISIONS AND DEFINITIONS FOR UTILITIES IN THE PUBLIC RIGHT-OF-WAY~~
~~ROADS, CHAPTER 12.04 GENERAL PROVISIONS AND DEFINITIONS FOR ROADS, SIDEWALKS, AND PUBLIC PLACES~~

12.04.010 Short Title

12.04.020 Purpose

12.04.030 Statutory Authority

12.04.040 Editorial Revision

12.04.050 Interpretation Of Provisions

12.04.060 Definitions

HISTORY

Adopted by Ord. 2020-005 §1 on 1/1/2021

12.04.010 Short Title

Chapter 12.04 through 12.24 and amendments thereto may be collectively known as the "Deschutes County Road Utility Permit Ordinance."

HISTORY

Adopted by Ord. 203-7 §1.010 on 2/4/1976

Amended by Ord. 2020-005 §1 on 1/1/2021

12.04.020 Purpose

In accordance with the authority granted under applicable state law, it is considered in the public interest for utility facilities to be accommodated on the rights of way of all County roads and local access roads when such use and occupancy of the right of way do not interfere with the free and safe flow of traffic or otherwise impair the highway or its visual quality. the Board of County Commissioners to adopt rules and regulations for the control, administration, operations, improvement, and use of public road rights of way and other public places under the County's jurisdiction. In accordance with that determination and the provisions set forth in DCC 12.04.030, DCC 12.04 is adopted to provide a policy and procedure for such accommodation.

HISTORY

Adopted by Ord. 203-7 §1.020 on 2/4/1976

Amended by Ord. 2020-005 §1 on 1/1/2021

12.04.030 Statutory Authority

The Board is authorized by ORS 374.305 through 374.330, 758.010 and 758.020 to adopt reasonable rules and regulations and to issue permits for the use of all County road and local access road rights of way by public utility facilities, including privately owned lines. The United States Department of Transportation, Federal Highway Administration Regulations require regulation of such utility facilities occupying federal aid highway projects on County roads constructed after October 1, 1969, on a continuous basis in accordance with a satisfactory utility accommodation policy for the type of highway involved.

HISTORY

Adopted by Ord. [203-7](#) §1.025 on 2/4/1976

Amended by Ord. [2011-026](#) §1 on 1/30/2012

Amended by Ord. [2020-005](#) §1 on 1/1/2021

12.04.040 Editorial Revision

The County Legal Counsel may at any time direct such changes regarding currently maintained copies of DCC 12 and amendments as the legislative counsel is authorized to perform regarding acts of the Legislature, pursuant to ORS 173.160; provided, that such editorial revision be directed by written memorandum filed with the County Clerk, but subject to disapproval by the Board at its next regular meeting thereafter.

HISTORY

Adopted by Ord. [203-7](#) §1.060 on 2/4/1976

Amended by Ord. [2011-026](#) §1 on 1/30/2012

12.04.050 Interpretation of Provisions

1. The provisions of DCC 12 shall be liberally construed to effect the purposes set forth in DCC 12.04. Each provision requiring an applicant to furnish information shall be construed as intended to provide the County with all information which may be of assistance in evaluating the safety, utility, convenience, necessity and reliability of the applicant and its proposed facility.
2. The provisions of DCC 12 are declared to be minimum requirements. ~~fulfilling the applicant's obligations and where~~ Where any provisions of DCC 12 may be less restrictive than conditions imposed by any other provision of DCC 12, by and other law, rule or regulation of the County or another governmental unit, then the more restrictive shall apply.
3. DCC 12 shall at all times be interpreted to be consistent with the County Comprehensive Plan.

HISTORY

Adopted by Ord. [203-7](#) §1.030 on 2/4/1976

12.04.060 Definitions

The following definitions apply whenever the indicated term is used in DCC 12. Words used in the present tense include the future. Words used in the singular number include the plural and words used in the plural include the singular. The word "shall" is mandatory and not directory.

"AASHTO Standards" refers to the road safety and design standards set forth in the publication entitled American Association of State Highway and Transportation Officials Policy on Geometric Designs of Highways and Streets, current edition.

"Abandoned Facility" means an underground facility that is no longer in service and is physically disconnected from the operating facility that is in service.

"Access" means the right to cross between public and private property allowing pedestrians and vehicles to enter and leave property.

"Accessibility Requirements" means the measures and standards to uphold the accessibility of the county road system, including sidewalks and pedestrian areas, for individuals with disabilities in accordance with current ADA accessibility requirements.

"Applicant" means a corporation, company, firm, business, Municipal Corporation, partnership, individual or individuals named as such in the permit, together with their agents, employees, representatives, contractors, heirs and assigns.

"Apron" means the portion of the driveway approach extending from the property side of the curb to the sidewalk section and lying between the end slopes of the driveway approach.

"Backfill" means replacement of soil around and over a pipe.

"Bicycle" means a vehicle designed to operate on the ground on wheels, propelled solely by human power, upon which any person or persons may ride, and with every wheel more than 14 inches in diameter or two tandem wheels either of which is more than 14 inches in diameter or having three wheels in contact with the ground, any of which is more than 14 inches in diameter.

"Bicycle facilities" means a general term denoting improvements and provisions made to accommodate or encourage bicycling, including parking facilities, all bikeways, and shared roadways not specifically designated for bicycle use.

"Bike route" means a segment of a bikeway system designated with appropriate directional and information markers by the jurisdiction having authority.

"Bikeway" means Any road, path or way which in some manner is specifically designated as being open to bicycle travel, regardless of whether such facilities are designated for the exclusive use of bicycles or are shared with other transportation modes. The five types of bikeway are: bike path, bike lane, shoulder bikeway, shared roadway and mountain bike trail.

1. Bike Path. A bikeway physically separated from motorized vehicular traffic by an open space or barrier and either within the highway or road right of way or within an independent right of way.
2. Bike Lane. A portion of a roadway which has been designated by striping, signing and permanent markings for the preferential or exclusive use of bicyclists.
3. Shoulder Bikeway. A bicycle facility where the bicycle travels on the paved shoulder of the roadway.
4. Shared Roadway. A bicycle facility where the bicycle shares the normal vehicle lanes with motorists.

"Block" means an area of land bounded by streets or by a combination of streets and public parks, cemeteries, railroad rights of way, lines or shore lines or waterways, or corporate boundary lines of a city.

"Board" means the Deschutes County Board of Commissioners.

"Boring" means directional boring or horizontal directional drilling (HDD), a trenchless technique for installing underground utilities like pipes, conduits, and cables.

"Buried cable" means any and all cables, wires, conduits, pedestals or related fixtures authorized in the permit.

"Carrier" means pipe directly enclosing a transmitted fluid, liquid or gas.

"Casing" means a larger pipe enclosing a carrier or conduit.

"Clear roadside policy" means the policy employed by a highway authority to increase safety, improve traffic operation and enhance the appearance of highways by designing, constructing and maintaining highway roadsides as wide, flat and rounded, as practical and as free as practical from physical obstructions above the ground.

"Conductive" means having the property or capability of conducting electricity.

"Conduit" means an enclosed tubular runway for protecting wires or cables.

"Contiguous" means that which touches or connects, including that which only connects or touches a common point; the touching together of two or more tracts of land which lie alongside one another or which touch or connect with one another for any length or distance whatsoever, no matter how finite.

"Cross-section" means a profile of the ground surface perpendicular to the centerline of a street, stream or valley bottom.

"Cul-de-sac" means a short street having one end open to traffic and terminated by a vehicle turnaround.

"Deschutes County Transportation System" means the comprehensive network of transportation infrastructure within Deschutes County, including roads, bridges, and related facilities.

"Direct burial" means installing a utility facility underground without carrier or conduit enclosing the facility.

"Driveway" means an area on private property where automobiles and other vehicles are operated or allowed to stand.

"Driveway approach" means an area, construction or improvement between the roadway of a public street and private property, intended and used for ingress and egress of vehicles from the roadway of a public street to a definite area of the private property, such as a parking area, a driveway or a door. The component parts of the driveway approach are termed the apron, the end slopes or the curb return, and the sidewalk section.

"Easement" means a grant of the right to use a parcel of land for specific purposes, but in which ownership of the land is not transferred.

"End slopes" means the portions of the driveway approach which provide a transition from the normal curb and sidewalk elevations to the grade of the apron, either by means of a sloping surface or by means of a curb return together with the area between the projected tangents of the curb return.

"Facility" means the public or private utility that is installed within the public right-of-way.

"Frontage" means that portion of a parcel of property which abuts a dedicated public street or highway or an approved private way (except an alley).

"Jacking" means a trenchless method of installing pipes by applying force to push the pipe through the ground while controlled excavation occurs.

"Improvements" mean and include, but are not limited to, streets, alleys, curbs, gutters, roadbed, road surface, storm drains and appurtenances, sidewalks, street lights, street signs, fire hydrants, sanitary sewers and appurtenances, public water supply and water distribution systems and other utilities.

"Improvement plans" means the plans, profiles, cross-sections and drawings or reproductions thereof, approved by a registered professional engineer, which show the details of the work to be done on improvements.

"Interests" means and includes a lot or parcel, share, undivided interest or membership which includes the right to occupy land overnight, and a lessee's interest in land for more than three years or less than three years if the interest may be renewed under the terms of the lease for a total period more than three years. "Interest" does not include any interest in a condominium or any security interest under a land sales contract, trust deed or mortgage. "Interest" does not include divisions of land created by lien foreclosure or foreclosure of recorded contracts for the sale of real property.

"Intersection return" means the curved portion of a street curb at street intersections or the curved portion of a curb in the end slopes of a driveway approach.

"Land development" means the subdividing or partitioning of land for any purpose into parcels or the creation of units or parcels for the purpose of sale or lease for a term of one year or more. "Land development" includes intent to dispose of any land, whether contiguous or not, including any land divided, lots, parcels, unit or interests offered as a part of a common promotional plan of advertising by a single developer or a group of developers acting in concert. If the land is contiguous or is known, designated or advertised as a common unit or by a common name, the land shall be presumed, without regard to the number of lots covered by each individual offering, to be offered for disposition as part of a common promotional plan.

"Manhole" means an opening in an underground system which workmen or others may enter for the purpose of making installations, inspections, repairs, connections and tests.

"Monument" means a permanent and fixed survey marker conforming to the requirements established by state law and the regulations of the County.

"MUTCD" means the Manual of Uniform Traffic Control Devices, Federal Highway Administration.

"New utility installations" means both the initial installation and replacement of existing facilities with those of a different type or the replacement at a new location. Any replacement of an existing facility or portion thereof with another of the same type at the same location shall be considered maintenance rather than new utility installation.

"Normal" means crossing at a right angle.

"OTTCH" means *The Oregon Temporary Traffic Control Handbook* which provides a reference for the standards and practices related to establishing temporary traffic control work zones in place continuously for three days or less on public roads in Oregon.

"Owner" means the owner of the title to real property or the authorized agent thereof having written notarized authorization recorded with the County Clerk, or the contract purchaser of real property of record as shown on the last available complete tax assessment roll or County Clerk's records. "Owner" does not include an interest created for security purposes.

"Partition" means the act of partitioning land or an area or tract of land partitioned.

"Permit Administrator" means the Road Department Director or the Director's authorized representative.

"Person" means an individual, firm, partnership, corporation, company, association, syndicate or any legal entity, whether he, she or it is acting for himself, herself or itself, or as the servant, employee, agent or representative of another.

"Pipe" means a tubular product made as a production item for sale as such. Cylinders formed from plate in the course of the fabrication of auxiliary equipment are not pipe as defined in DCC 12.08.

"Pipeline" means any and all pipelines, hydrants, valve boxes, manholes, conduits or related fixtures authorized in the permit.

"Plat" means a final map, diagram, drawing, replat or other writing containing all descriptions, specifications, locations, dedications, provisions and information concerning a subdivision or partition.

"Pole line" means any and all poles, wires, guys, anchors or related fixtures authorized in the permit.

"Pressure" means relative internal pressure in psig (pounds per square inch gauge).

"Property line" means the division line between two units of land.

"Right of way" means the area within the boundary line of a public roadway, including an alley.

"Rigid pipe" means a welded or bolted metallic pipe or reinforced, prestressed or pretensioned concrete pressure pipe designed for diametric deflection of less than one percent.

"Road" or "street" means a public or private way that is created to provide ingress and egress to one or more lots, parcels, areas or tracts of land, excluding a private way that is created to provide ingress and egress to land in conjunction with the use of such land for forestry, mining or agricultural purposes.

1. "Alley" means a public way through the middle of a block, giving access to the rear of parcels or buildings.
2. "Arterial" includes three types of arterials, Principal Arterial, Urban Minor and Rural Minor Arterial, defined as follows:
 1. "Principal Arterial" means a road which carries the major portion of trips entering and leaving the urban areas and outlying rural and recreation areas (state highways).

2. "Urban Minor Arterial" means a road that interconnects with and augments the principal arterial system and provides service to intra-urban/intra-community areas.
3. "Rural Minor Arterial" means a road that connects with the principal arterial system and forms the rural road network that links cities and unincorporated communities (as that term is defined in DCC Title 18).
3. "Collector" means a restricted access street supplementary to the arterial street system used or intended to be used primarily for the movement of traffic between arterials and local streets.
4. "Frontage road" means a street parallel and adjacent to an arterial providing access to abutting properties, but protected from through traffic.
5. "Industrial road" means a street to or through property zoned industrial.
6. "Local street" means a street which provides access to property abutting the public right of way; this includes vehicular and pedestrian access. Moving traffic is a secondary function of a local street and it should not carry through traffic.
7. "Modernization" means the widening or reconstruction of an existing County road to an adopted County standard.
8. "Special pedestrian way" means a sidewalk or pathway not located within a public road right of way which enables pedestrian access to a street, school, park or other similar facility or service.
9. "Stubbed street" means a street having only one outlet for vehicular traffic and which is intended to be extended or continued to serve future subdivisions or developments on adjacent lands.

"Road and street project" means the construction and maintenance of the roadway, bicycle lanes, sidewalks or other facilities related to a road or street. Road and street projects shall be a Class I, Class II or Class III project.

1. Class I Project. Land use permit required. "Class I Project" is a major project such as:
 1. A new controlled-access freeway;
 2. A road or street project of four or more lanes on a new location; and
 3. A major project involving the acquisition of more than minor amounts of rights of way, substantial changes in access control, a large amount of demolition, displacement of a large amount of residences or businesses, or substantial change in local traffic patterns.
2. Class II Project. Land use permit required. "Class II Project" is a
 1. Modernization where a road or street is widened by more than one lane;
 2. Traffic safety or intersection improvement which changes local traffic patterns;
 3. System change which has significant land use implications; or,

4. The construction of a new County road or street within a dedicated public right-of-way, where none existed before.

3. Class III Project. No land use permit required. "Class III Project" is a modernization, traffic safety improvement, maintenance, repair or preservation of a road or street.

"Roadbed" means the graded portion of a highway within top and side slopes, prepared as a foundation for the pavement structure and shoulders.

"Roadside" means the area adjoining the outer edge of the roadway. Extensive areas between the roadways of a divided highway may also be considered roadside.

"Roadway" means that portion of a street developed for vehicular traffic.

"Sidewalk" means a pedestrian walkway with permanent surfacing.

"Sidewalk section" means the portion of the driveway approach lying between the back, or property edge of the sidewalk and the end slopes measured at the front, or street, edge of the sidewalk.

"Special provisions" means those provisions shown under the heading "Special Provisions" in the permit. In all cases of conflict between the special provisions and general provisions, the special provisions shall have precedence.

"Street" means a highway as defined in DCC 12.08.060.

"Structure" means any bridge, box culvert, culvert pipe, storm sewer pipe, catch basin or manhole.

"Subdivision" means the act of subdividing land or an area or a tract of land subdivided, as defined in DCC 17.08.030.

"Traveled way" means the portion of the roadway for the movement of vehicles, inclusive of shoulders and auxiliary lanes.

"Trenched" means installed in a narrow open excavation.

"Tunneling" means a trenchless method of sewer construction. The tunneling process is remotely controlled and can be used to install larger diameter pipes and longer pipe runs than the Jack and Bore method.

"Use" means the purpose for which land or a structure is designated, arranged or intended, or for which it is occupied or maintained.

"Utility" means a public utility, as defined in ORS 757.005, or a telecommunications utility or competitive telecommunications provider, as those terms are defined in ORS 757.005.

"Vent" means an appurtenance to discharge gaseous contaminants from casings.

~~"Administrator" means the Road Department Director or the Director's authorized representative.~~

~~"Applicant" means a corporation, company, firm, business, Municipal Corporation, partnership, individual or individuals named as such in the permit, together with their agents, employees, representatives, contractors, heirs and assigns.~~

~~"Auxiliary lanes" means the portion of the roadway adjoining the traveled way for parking, speed change, turning, storage for turning, weaving, truck climbing, and other purposes supplementary to through traffic movement.~~

~~"Backfill" means replacement of soil around and over a pipe.~~

~~"Bedding" means organization of soil to support a pipe.~~

~~"Board" means the Deschutes County Board of Commissioners.~~

~~"Buried cable" means any and all cables, wires, conduits, pedestals or related fixtures authorized in the permit.~~

~~"Bury" means the depth of the top of the pipe below grade of roadway or ditch.~~

~~"Cap" means rigid structural element surmounting a pipe.~~

~~"Carrier" means pipe directly enclosing a transmitted fluid, liquid or gas.~~

~~"Casing" means a larger pipe enclosing a carrier.~~

~~"Clear roadside policy" means the policy employed by a highway authority to increase safety, improve traffic operation and enhance the appearance of highways by designing, constructing and maintaining highway roadsides as wide, flat and rounded, as practical and as free as practical from physical obstructions above the ground, such as trees, drainage structures, massive sign supports, utility poles and other ground-mounted obstructions.~~

~~"Coating" means material applied to or wrapped around a pipe.~~

~~"Conduit" means an enclosed tubular runway for protecting wires or cables.~~

~~"County" means Deschutes County, a political subdivision of the State of Oregon.~~

~~"County road" means a public road under the jurisdiction of a county that has been designated as a county road under ORS 368.016 and maintained by Deschutes County.~~

~~"Cradle" means rigid structural element below and supporting a pipe.~~

~~"Direct burial" means installing a utility facility underground without encasement, by plowing.~~

~~"District Attorney" means the District Attorney of the State of Oregon for Deschutes County.~~

~~"Drain" means an appurtenance to discharge liquid contaminants from casings.~~

~~"Duct" means a conduit as defined in DCC 12.04.060.~~

~~"Encasement" means the structural element surrounding a pipe.~~

~~"Encroachment" means unauthorized use of highway rights of way or easements as for signs, fences, buildings, etc.~~

~~"Facility" means the public or private utility that is installed within the public right-of-way.~~

~~"Flexible pipe" means a plastic, fiberglass or metallic pipe having large ratio of diameter to wall thickness which can be deformed without undue stress.~~

~~"Gallery" means an underpass for two or more pipelines.~~

~~"Grounded" means connected to earth or to some extended conducting body which serves instead of the earth whether the connection is intentional or accidental.~~

~~"Grout" means cement and sand mortar.~~

~~"Highway" means a public way for purposes of vehicular travel, including the entire area within the right of way.~~

~~"Jacket" means an encasement by concrete poured around a pipe.~~

~~"Local Access Road" means any public street or road which is not maintained by the County but over which the County has jurisdictional authority.~~

~~"Manhole" means an opening in an underground system which workmen or others may enter for the purpose of making installations, inspections, repairs, connections and tests.~~

~~"New utility installations" means both the initial installation and replacement of existing facilities with those of a different type or the replacement at a new location. Any replacement of an existing facility or portion thereof with another of the same type at the same location shall be considered maintenance rather than new utility installation.~~

~~"Normal" means crossing at a right angle.~~

~~"Oblique" means crossing at an acute angle.~~

~~"Overfill" means backfill above a pipe.~~

~~"Pavement structure" means the combination of subbase, base course and surface course placed on a subgrade to support the traffic load and distribute it to the roadbed.~~

~~"Pipe" means a tubular product made as a production item for sale as such. Cylinders formed from plate in the course of the fabrication of auxiliary equipment are not pipe as defined in DCC 12.04.~~

~~"Pipeline" means any and all pipelines, hydrants, valve boxes, manholes, conduits or related fixtures authorized in the permit.~~

~~"Pole line" means any and all poles, wires, guys, anchors or related fixtures authorized in the permit.~~

~~"Pressure" means relative internal pressure in psig (pounds per square inch gauge).~~

~~"Right of way" means land, property or interest therein, usually in a strip, acquired for or devoted to transportation purposes.~~

~~"Rigid pipe" means a welded or bolted metallic pipe or reinforced, prestressed or pretensioned concrete pressure pipe designed for diametric deflection of less than one percent.~~

~~"Road" means a highway as defined in DCC 12.04.060.~~

~~"Roadside" means the area adjoining the outer edge of the roadway. Extensive areas between the roadways of a divided highway may also be considered roadside.~~

~~"Roadway" means the portion of a highway, including shoulders, for vehicular use. A divided highway has two or more roadways.~~

~~"Road construction project limits" means the entire construction area, whether inside or outside the right of way.~~

~~"Semi-rigid pipe" means a large diameter concrete or metallic pipe designed to tolerate diametric deflection up to three percent.~~

~~"Sidefill" means backfill alongside a pipe.~~

~~"Slab (floating)" means a slab between but not contacting pipe or pavement.~~

~~"Sleeve" means short casing through pier or abutment of highway structure.~~

~~"Special provisions" means those provisions shown under the heading "Special Provisions" in the permit. In all cases of conflict between the special provisions and general provisions, the special provisions shall have precedence.~~

~~"Street" means a highway as defined in DCC 12.04.060.~~

~~"Structure" means any bridge, box culvert, culvert pipe, storm sewer pipe, catchbasin or manhole.~~

~~"Traveled way" means the portion of the roadway for the movement of vehicles, inclusive of shoulders and auxiliary lanes.~~

~~"Trenched" means installed in a narrow open excavation.~~

~~"Untrenched" means installed without breaking ground or pavement surface, such as by jacking or boring.~~

~~"Use and occupancy agreement" means the document by which the highway authority regulates and/or gives approval of the use and occupancy of highway rights of way by utility facilities or private lines.~~

~~"Utility" means a public utility, as defined in ORS 757.005, or a telecommunications utility or competitive telecommunications provider, as those terms are defined in ORS 757.005.~~

~~"Vent" means an appurtenance to discharge gaseous contaminants from casings.~~

~~"Walled" means partially encased by concrete poured alongside the pipe.~~

HISTORY

Adopted by Ord. 203-7 §§1.500-1.950 on 2/4/1976

Amended by Ord. 95-035 §1 on 5/17/1995

Amended by Ord. 2011-026 §1 on 1/30/2012

Amended by Ord. 2020-005 §1 on 1/1/2021

CHAPTER 12.08 ~~PERMIT PROCEDURES FOR~~ UTILITIES WITHIN THE PUBLIC RIGHT-OF-WAY

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12.08.010 Short Title

Chapter 12.08 shall apply to and govern the location, installation, construction, maintenance and use of pole lines, buried cables, pipelines, signs, miscellaneous operations upon Deschutes County right-of-way and properties under the jurisdiction of the board of county commissioners set forth in DCC 12.08.030.

12.08.020 Purpose

It is considered in the public interest for utility facilities to be accommodated on the rights-of-way of all County roads and local access roads when such use and occupancy of the right-of-way do not interfere with the free and safe flow of traffic or otherwise impair the highway or its visual quality. In accordance with that determination and the provisions set forth in DCC 12.08.030, DCC 12.08 is adopted to provide a policy and procedure for such accommodation.

12.08.030 Statutory Authority

The Board is authorized by ORS 374.305 through 374.330, 758.010 and 758.020 to adopt reasonable rules and regulations and to issue permits for the use of all county road and local access road rights-of-way by public utility facilities. The authority to administer permits related to these activities is hereby delegated from the Board to the Permit Administrator, who shall have the power to review, approve, and enforce compliance with the provisions outlined herein.

12.08.040 Editorial Revision

The County Legal Counsel may at any time direct such changes regarding currently maintained copies of DCC 12 and amendments as the legislative counsel is authorized to perform regarding acts of the Legislature, pursuant to ORS 173.160; provided, that such editorial revision be directed by written memorandum filed with the County Clerk, but subject to disapproval by the Board at its next regular meeting thereafter.

12.08.050 Interpretation of Provisions

- A. The provisions of DCC 12 shall be liberally construed to effect the purposes set forth in DCC 12.08. Each provision requiring an applicant to furnish information shall be construed as intended to provide the County with all information which may be of assistance in evaluating the safety, utility, convenience, necessity and reliability of the applicant and its proposed facility.
- B. The provisions of DCC 12 are declared to be minimum requirements fulfilling the applicant's obligations and where any provisions of DCC 12 may be less restrictive than conditions imposed by any other provision of DCC 12, by and other law, rule or regulation of the County or another governmental unit, then the more restrictive shall apply.

—DCC 12 shall at all times be interpreted to be consistent with the County Comprehensive Plan.

C. _____

12.08.060 Violation

1. In case any facility or structure is constructed or proposed to be constructed, maintained, repaired, altered or used in violation of DCC 12.24, such violation shall constitute a nuisance and the county may institute legal proceedings to prevent, enjoin, temporarily or permanently abate, remove or correct the nuisance.
2. Violation of the provisions of DCC 12.08 through DCC 12.24 is a Class B violation.

12.08.070 Insurance

Prior to any work within a public right-of-way, the applicant or their contractor, shall procure and continue to carry insurance coverages, including but not limited to commercial general liability and commercial automobile liability, from a responsible insurance provider with minimum coverage amounts as determined by the Permit Administrator. Deschutes County, its Board, and affiliates shall be named as additional insured parties with the same minimum coverage limits specified by the County.

12.08.080 Bonds

- A. A bond shall be required when, in the opinion of the Road Department Director, an existing public way is endangered by an applicant, such applicant shall be required to file an agreement and security with the County.
- B. Type of Security. The applicant shall file with the agreement, to assure the applicant's full performance thereof, a surety bond executed by a surety company authorized to transact business in the state in a form approved by the County.
- C. Amount Required. Such assurance of full performance shall be for a sum approved by the Road Department Director as sufficient to cover the cost of improvements and repairs, including related engineering, inspection and incidental expenses.
- D. Default Status.
 1. If the applicant fails to carry out provisions of the agreement and the County has unreimbursed costs or expenses resulting from such failure, the County shall call on the bond or cash deposit for reimbursement.
 2. If the amount of the bond or cash deposit exceeds the cost and expense incurred by the County, it shall release the remainder.
 3. If the amount of the bond or cash deposit is less than the cost and expense incurred by the County, the applicant shall be liable to the County for the difference.
- E. The bonds shall not be released by the County until County inspectors have inspected the improvements and approved them in writing.

12.08.090 Ecological and Cultural Oversight

The Applicant bears all responsibility and liability for:

- A. Investigating the presence/absence of legally protected or regulated environmental resources in the action area;
- B. Identifying and adhering to any restrictions or requirements associated with the proposed actions, such as those related to hazardous materials, water quality constraints, wetlands, archaeological or historic resources, state and federal threatened or endangered species, etc.;
- C. Ensuring compliance with all federal, state, and local laws and obtaining all required permits and approvals.

In the event that the Applicant affects a legally protected or regulated resource, the Applicant is obligated to bear all costs related to the impact. This includes, but is not limited to, expenses for mitigation and rehabilitation. The Applicant must indemnify and absolve Deschutes County of any liability for such impacts, taking responsibility for any associated costs or claims that the county may incur.

12.08.100 Accessibility Considerations

While performing permitted utility work, the Applicant must implement measures to uphold the accessibility of the county road system, including sidewalks and pedestrian areas for individuals with disabilities, in accordance with current accessibility requirements.

The Applicant is responsible for restoring or replacing any curb ramps or sidewalks damaged or altered by the permitted activity to comply with the standards of a new installation set forth in DDC 12.25. Any review or inspection conducted by county staff concerning the curbs or curb ramps does not exempt the Applicant from their obligation to provide compliant pedestrian features.

12.08.110 Permit; Limitations

- A. Only a public utility, as defined in ORS 757.005, can be installed in the Right of Way utilizing the permit process. Privately owned lines are only allowed to occupy the right-of-way only when there is no other feasible location for the facility involved.
- B. The provisions of DCC 12.08 are declared to be minimum requirements fulfilling the applicant's obligations and where any provisions of DCC 12.08 may be less restrictive than conditions imposed by any other provision of DCC 12.08, by and other law, rule or regulation of the County or another governmental unit, then the more restrictive shall apply.

12.08.120 Permit; Variances

Variances by the Permit Administrator may be granted for an individual permit when it can be shown such variation is economically justified and will not adversely affect the integrity of the County road, its maintenance, efficiency and the safety of the road user.

12.08.~~010~~-130 Permit; Application Required

Application for a permit for work in the right-of-way under DCC 12 shall be made to the Road Department, using the permit approved by the Administrator. One copy of the form shall be submitted

and the Administrator may require additional information, such as engineered drawings, when the Administrator deems it necessary or convenient to a decision upon the permit. The Permit Administrator is granted the authority to determine when a permit application submittal is acceptable based on the following criteria:

- A. Completeness: The Permit Administrator shall evaluate the completeness of a permit application to ensure that all required information and documentation have been provided by the applicant.
- B. Compliance: The permit application must comply with all relevant county, state, and federal requirements, incorporate the appropriate industry standards.
- C. Accuracy: All information provided in the permit application must be accurate and verifiable.
- D. Proper Form: The application must be submitted in the prescribed format and include all necessary forms and attachments.

HISTORY

Adopted by Ord. [203-7](#) §5.510 on 2/4/1976

Amended by Ord. [95-035](#) §1 on 5/17/1995

Amended by Ord. [2011-026](#) §2 on 1/30/2012

Amended by Ord. [2013-013](#) §1 on 7/25/2013

Amended by Ord. [2020-005](#) §1 on 1/1/2021

~~12.08.020-140 Permit; Application; Exhibits~~ Maps

~~The application form shall be accompanied by an exhibit map/engineered drawings unless waived by the Administrator. The exhibit maps/engineered drawings shall be done in accordance with DCC 12.16.150. An application will not be considered complete by the county unless the following items are provided by the applicant or waived by the Permit Administrator:~~

- A. A project exhibit or plan sheets that clearly depict the scope, location, dimensions, and specifications of the proposed project. The exhibit or plan sheets must provide sufficient detail for comprehensive review by the Permit Administrator and comply with all relevant sections of DCC 12.08.
- B. A Traffic Control Plan that outlines measures to manage vehicular, pedestrian, and bicycle traffic during the execution of the project. The Traffic Control Plan should adhere to established safety standards and include provisions for the accommodation of bicycles and pedestrians and comply with the current Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) or the Oregon Temporary Traffic Control Handbook (OTTCH) for work less than three days.
- C. A detailed project schedule outlining the timeline for commencement, completion, and key milestones of the proposed project is required as part of the complete permit package.

HISTORY

Adopted by Ord. [203-7](#) §5.520 on 2/4/1976

Amended by Ord. [2011-026](#) §2 on 1/30/2012

Amended by Ord. [2020-005](#) §1 on 1/1/2021

12.08.030-150 Permit; Approval ~~And~~ Issuance

The Administrator shall review the application for conformance with DCC 12.08, shall add any special provisions considered necessary or appropriate, and if it complies with the provisions of DCC 12.08, ~~including the policy considerations set forth in DCC 12.20,~~ may approve and issue the completed permit.

HISTORY

Adopted by Ord. [203-7](#) §5.530 on 2/4/1976

12.08.040 Board Review

~~If the permit is denied by the Administrator or if the special provisions imposed are unsatisfactory to the applicant, or in any case referred by the Administrator, at the request of applicant or Administrator the Board may review the application for permit. The Board's decision thereon shall be final and subject only to review pursuant to ORS 34.010.~~

HISTORY

~~Adopted by Ord. [203-7](#) §5.540 on 2/4/1976~~

~~Amended by Ord. [2011-026](#) §2 on 1/30/2012~~

12.08.050-160 Permit; Termination Conditions

A permit once issued shall terminate as follows:

1. Failure of the applicant within a reasonable time after written notice from the Administrator to comply with any of the terms and conditions of the permit shall be sufficient cause for immediate cancellation of the permit.
2. The permit and privileges granted and the obligation of the permittee created thereby shall be binding upon the successors and assigns of the permittee. The permittee shall give the Administrator written notice of any such assignment or transfer within a reasonable time thereafter.
3. If the applicant fails to commence work on the project covered by the permit within 30 days from the date the permit is issued, such permit shall be deemed null and void and all privileges thereunder forfeited, unless a written extension of time is obtained from the administration.

HISTORY

Adopted by Ord. [203-7](#) §5.550 on 2/4/1976

Amended by Ord. [2011-026](#) §2 on 1/30/2012

Amended by Ord. [2020-005](#) §1 on 1/1/2021

12.08.060 Civil Rights Act Provisions

~~In those instances where the section of County road covered by the permit is part of a federally assisted highway and the permit covers utilities which do not come under the provisions of ORS 758.010 and 758.020, the applicant and his contractors shall agree to comply with the provisions of Title VI of the Civil Rights Act of 1964.~~

~~HISTORY~~

~~Adopted by Ord. 203-7 §5.570 on 2/4/1976~~

12.08.~~070-170~~ Permit; Rights Granted

Nothing in the permit is intended to grant rights or imply approval in areas not falling within the authority and jurisdiction of the County. It is the responsibility of the applicant to determine the need for and to obtain such licenses, permits or other forms of approval which may be required by state agencies, federal agencies, cities, municipal corporations, utility companies, railroads or private property owners.

~~HISTORY~~

~~Adopted by Ord. 203-7 §5.580 on 2/4/1976~~

~~Amended by Ord. 2011-026 §2 on 1/30/2012~~

~~12.08.080 (Repealed)~~

~~HISTORY~~

~~Repealed by Ord. 2020-005 §1 on 1/1/2021~~

~~12.08.090 (Repealed)~~

~~HISTORY~~

~~Repealed by Ord. 2020-005 §1 on 1/1/2021~~

~~12.08.100 (Repealed)~~

~~HISTORY~~

~~Repealed by Ord. 2011-026 §2 on 1/30/2012~~

12.16.180 Existing Facilities; Removal, Relocation, or Repair

- A. Existing pipelines, pole lines, power or communication cables or other facilities or appurtenances relocated or repaired within the limits of the county ROW shall conform to the requirements of a new installation.
- B. The permit is issued pursuant to the laws of the state which authorizes the Board to subsequently require the applicant to remove, relocate or repair the pole line, buried cable or pipeline covered by the permit at the sole cost of the applicant and by applying, the applicant consents and agrees to such condition.

- C. Upon receiving written notice from the Board to remove, relocate or repair the pole line, buried cable or pipeline, the applicant shall within 60 days remove, relocate or repair same, at the facility owner's sole cost, in accordance with the written notice. Under unusual circumstances, the Administrator may grant a written extension in time if the applicant can show the need for an extension.
- D. Should the applicant fail to remove, relocate or repair the pole line, buried cable or pipeline the County may remove, relocate or repair the same and submit a statement of total costs for the work to the applicant. The applicant upon receiving such statement will immediately, or within a period of time agreed upon between the applicant and the Board, pay to the County the full amount of such removal, relocation or repair costs.

12.08.190 Existing Facilities; Abandonment

- A. All abandon utility facilities must be completely removed from the ROW unless explicit permission to abandon the facilities in place is first obtained from the Permit Administrator.
- B. When a utility facility is abandoned in place, the following provisions must be adhered to:
 - 1. All abandoned utilities must be physically disconnected from any active systems to prevent any potential hazards or interference with active utilities.
 - 2. Any pipes, conduits, or other hollow structures must be filled with pressurized grout to prevent collapse or subsidence.
 - 3. Upon completion, the utility owner must provide documentation, including as-built drawings, certifying that the abandonment was carried out according to the approved plan and standards.

12.08.200 Overhead Utilities; Placement of Poles

The installation of all utility poles shall comply with the placement requirements listed below:

- A. Limited to single-pole type of construction with joint use encouraged in all instances. Only one pole line on each side of the road is permitted.
- B. Subject to terrain limitations, poles should be placed as close to the edge of right-of-way line as possible.
- C. Location behind guardrail shall be a minimum of five feet from its face.
- D. Overhead roadway crossings shall be constructed a minimum of 50 feet from the ends of any bridge.
- E. Location on a cut-slope shall be the minimum horizontal distance from centerline required to place the base of the pole at least five feet above the elevation of the top of the roadway.
- F. Variance as required to maintain a reasonable uniform pole alignment will be allowed where irregularly shaped portions of the right-of-way extend beyond the normal right-of-way limits.

- G. Location from edge of travel lane (fog line) shall be a minimum of 10 feet, unless otherwise approved by the Administrator.
- H. On sections of County roads traversing business or residential areas having a posted or statutory speed limit of forty miles per hour or less, controls will of necessity be governed by roadside development, however, all poles and ground-mounted appurtenances shall be located as far as practical behind the curb or outside the shoulder and/or parking area if there is no curb.
- I. When two or more utilities jointly occupy the same pole or poles, each occupant may obtain a separate permit, or a joint permit may be issued and executed by each company. Identification of the pole owner should be contained in the permit application.
- J. When placed near road intersections and driveways poles must be positioned to avoid obstructing the line of sight for drivers, ensuring visibility is maintained as per AASHTO sight distance requirements.

12.08.210 Overhead Utilities; Placement of Overhead Lines and Guys

The installation of all overhead utility lines and guys shall comply with the placement requirements listed below:

- A. All crossings of the traveled portion of the highway including service drops shall be installed and maintained at a minimum height of 18 feet as measured from the highest point of the traveled way under the crossing.
- B. All overhead power and communication lines which are constructed parallel to the roadway shall be located downstream of bridges when crossing any stream that is prone to carry debris during flooding conditions. Overhead roadway crossings shall be constructed a minimum of 50 feet from the ends of any bridge.
- C. Guy wires to ground anchors and stub poles and other related ground-mounted appurtenances should not be placed between a pole and the traveled way where they encroach upon the clear roadside area.
- D. No overhead utility components shall be placed within 7 feet of the vertical extents, or the entirety of the horizontal extents, of any sidewalk, multi-use path, curb ramp, or other pedestrian feature.
- E. To the extent feasible and practicable, crossings of the County Road should be on a line generally normal (90 degrees) to the road alignment.

12.08.220 Underground Utilities; General Placement Considerations

The installation of all underground utilities shall comply with the placement requirements listed below.

- A. Utility lines should be located to minimize need for later adjustment to accommodate future road improvements and to allow servicing such lines with minimum interference to highway traffic.
- B. To the extent feasible and practicable, crossings should be on a line generally normal (90 degrees) to the road alignment.

- C. Pedestals and meters installed as part of a buried cable, water or gas installation are to be located one foot from the right-of-way line unless special permission is obtained from the Administrator to locate elsewhere. In no case shall the pedestals and/or meters be located within the County road maintenance operating area, including mowing operations, or between the pavement edge and any official road sign in the same general location.
- D. Longitudinal installations should be located on a uniform alignment outside of the normal maintenance operating area (beyond ditch or curb line) and as near the right-of-way line as terrain and existing utilities will reasonably allow, but upon older road with narrow rights-of-way underground facilities may be allowed in the shoulder area if there is no other feasible location.
- E. Any non-conductive, un-locatable, underground facility shall have a tracer wire or other similar conductive marking tape or device placed the full length of the installed underground facility in compliance with the Oregon Utilities Notification Center rules, OAR Chapter 952.
- F. Any surface-installed underground utility features in the ROW shall be kept away from transportation facilities to the greatest extent practical. These features shall be equipped with traffic-rated lids and installed with the top surface flush with the grade. Examples of such features include vaults, pull boxes, handholes, valve covers, meter pits, and junction boxes.

12.08.230 Underground Utilities; Burial Depth

The buried cable or pipe depth shown on the permit form represents the distance from the top of the surface or ground line to the top of the cable or pipe. All underground installations shall be buried a minimum of 30 inches unless permission is first obtained from the Administrator. Minimum depth may be increased when warranted by conditions such as possible increases in ditch depths from scouring or road maintenance, clearance of existing drainage structures or other utilities, or other considerations.

12.08.240 Underground Utilities; Attachments to Structures

Review by the County Engineer is required for all proposed bridge and structure attachments and for any facilities to be installed within sixteen feet of bridge foundations, supports, walls or related elements, or within the influence zone of bridge facilities.

12.08.250 Underground Utilities; Casing Requirements

All communication and power cables shall be encased in conduit meeting the material requirements of DCC 12.08.260; no direct bury of communication or power cables is allowed. Casing requirements will be determined by the Administrator on an individual basis for all other utilities not listed above.

Casing pipe should extend a minimum of two feet beyond the slope, ditch or curb line. When sealed and vented, vents shall be located outside the maintenance operating area, preferably at the right-of-way line.

12.08.260 Underground Utilities; Pipe and Conduit Material Requirements

All utility installations on, over or under the right-of-way and attachments to road structures shall be of durable materials and designed for long service life expectancy and relatively free from routine servicing and maintenance.

- A. Corrugated metal pipe, concrete pipe, and other conduit or casing pipes used for gravity flow carrier systems shall, at a minimum, conform to the appropriate ASTM or ASSHTO standard.
- B. Smooth iron or steel pipe used as a conduit or casing pipe shall conform to the appropriate and current ASTM Specifications used for pressure pipe.
- C. Plastic pipe, fittings and components shall conform to the appropriate and current ASTM or AWWA Specifications written for the specific type of usage that the pipe will receive.

12.08.270 Underground Utilities; Trenching

No trench shall be installed in the right-of-way unless special permission is first obtained from the Administrator to open cut the roadway surface; upon approval for trenching, the following provisions must be followed:

- A. All trenching construction shall comply with the requirements specified in the Deschutes County Road Department Utility Trench Standard Drawing.
- B. Trenching for any of these methods shall be set back at least two feet from the toe of the fill slope in fill sections or from the point where the outer edge of the surfacing meets the subgrade in other sections.
- C. Road cuts will not be permitted on any pavements within the county's road cut moratorium unless special approval is obtained from the Administrator. If the road cut is not approved, the Contractor will be required complete the installation using a trenchless method.
- D. When trenching across a County Road, no more than one-half of the traveled way surface may be excavated at a time, unless special permission is obtained to detour traffic. The first half of the trench must be fully backfilled and restored to a condition acceptable to the Permit Administrator before excavation of the remaining half may proceed.
- E. Closure of intersecting streets, road approaches or other access points will not be permitted unless special approval is obtained from the Administrator.
- F. No more than three hundred feet of trench longitudinally along the roadway shall be open at one time and no trench shall be left in an open condition overnight, unless properly lighted and protected in an approved manner.

12.08.280 Underground Utilities; Backfilling

The backfilling of all trenches, bore pits, and tunnels must be accomplished immediately after the facility authorized by the permit has been placed therein and must be well tamped and fully compacted so as to allow the least possible amount of subsequent settlement. Compaction requirements within the right-of-way shall be those required by the applicable standard drawing or the Oregon Standard Specification for Construction where no standard drawing exists.

12.08.290 Underground Utilities; Boring, Jacking, and Tunneling

- A. When the jacking, driving or boring method is used, it shall be by approved means which will hold disturbances of surrounding material to a minimum. Sluicing and jetting is not permitted.
- B. Bore pits shall be located behind the ditch line unless otherwise specified in the permit. Unattended pits shall be protected in manner acceptable to the Permit Administrator
- C. If the tunneling method is used, it shall be by an approved method which supports the surrounding materials so as to prevent caving or settlement. Areas around the installed pipe or conduit shall be backfilled with moist sand, granular material or cement grout, filling all voids and packed in place with mechanical tampers or other approved devices. Lagging, bulkheading and timbering shall be removed as the backfilling progresses.

12.08.300 Underground Utilities; Cable Plowing

Unless special permission is first obtained from the Administrator, direct burial of cable placed by the ploughing method shall not be allowed within the rights-of-way.

12.20.310 Underground Utilities; Warning Signs

Standard warning signs for buried power or communication cable and for pipelines carrying gas or flammable liquids shall be placed at each crossing under the County Road and at intervals along longitudinal installations as required by Federal Pipeline Safety Regulations 49 CFR or as specified by the Permit Administrator. Signs shall be offset as near the right-of-way line as practical and installed in accordance with DCC 12.25.

12.08.320 Construction; Restoration of Surface

- A. All roadbed surfaces disturbed by utility installations, adjustments or repairs covered by permit, will be repaired or replaced within the same shift, except if specifically allowed for by special provisions listed in the permit.
- B. All roadbed surfaces disturbed by utility installation, adjustments or repairs covered by permit that result in hazards to the traveling public will be repaired immediately.
- C. Any replacement or repair not accomplished by the applicant under DCC 12.08.310 (A) or DCC 12.08.310 (B), within the specified time will be undertaken by the County without prior notice to the applicant and at the expense of the applicant. The County will also make any immediate repairs, alterations or additions to any barricading, signing or warning for a hazardous area when such barricading, signing or warning is found to be inadequate, inappropriate or ineffective without prior notice to the applicant.

- D. The applicant will reimburse the County for the actual cost of materials, labor, equipment and overhead.
- E. For a period of one year following the patching of any paved surface, the applicant shall be responsible for the condition of such pavement patches, and during that time shall, upon request from the Administrator, repair to the County's satisfaction any of the patches which become settled, cracked, broken or otherwise faulty.
- F. The applicant is solely responsible for replacing any pavement markings damaged by the utility installation.

12.08.330 Construction; Cleanup

All debris, refuse and waste of all kinds which may have accumulated within the right-of-way as a result of the operations of the applicant, shall be removed immediately upon completion of the operations, and the right-of-way must be restored to at least as good condition as it was prior to such operations.

12.08.340 Construction; Trees and Shrubs

When any branch is cut from a tree or shrub, the following rules shall be adhered to:

- A. All branches shall be cut perpendicular to the length of the branch, and shall leave the smallest cut face possible.
- B. All branches shall be cut to the nearest joint, no stubbing of branches is allowed.
- C. All debris shall be removed from the right-of-way immediately after cutting of any trees, branches, or vegetation.

12.08.350 Construction; Documentation

The applicant's completed facility shall be in substantial conformance with permit exhibit maps or engineered drawings unless special permission is obtained from the Administrator to vary from the same during installation. When such permission is obtained, the applicant shall furnish the Permit Administrator a set of "as constructed" maps or drawings detailing any such variance within 30 days of completion of the installation.

CHAPTER 12.12 ADMINISTRATIVE PROVISIONS RELATING TO UTILITIES IN THE PUBLIC RIGHT OF WAY

12.12.010 Applicability

12.12.020 Authority

12.12.030 Allocation Of Costs

12.12.040 Reimbursement Of Expenses

12.12.050 Reimbursement For Damage

12.12.060 Hold Harmless Agreement

12.12.070 Protective Measures

12.12.080 Traffic Interference Restrictions

12.12.090 Traffic Control And Safety Devices

12.12.100 Inspections Necessary

12.12.110 Supervision And Control

12.12.120 Decisions Of The Board

12.12.130 Insurance

12.12.140 Bond Or Cash Deposit Required

HISTORY

Amended by Ord. 2020-005 §1 on 1/1/2021

12.12.010 Applicability

DCC 12.12 shall apply to all public and private utilities, including electric power, communications, television, water, gas, oil, petroleum products, steam, chemicals, sewage, drainage, irrigation and similar lines and structures that are to be located, adjusted or relocated within the right of way of County roads or local access roads. No such utility facility shall be constructed or relocated upon any County road right of way or local access road right of way without first obtaining a permit applied for and issued in accordance with DCC 12.12.

HISTORY

Adopted by Ord. 203-7 §2.010 on 2/4/1976

Amended by Ord. 2020-005 §1 on 1/1/2021

12.12.020 Authority

Wherever DCC 12 provides for review, decision or action by the Board, the authority is delegated to the Administrator subject to review by the Board and to be exercised in

accordance with the policies set forth in DCC 12.16 and for this purpose the Administrator is designated as the authorized representative of the Board. However, only the Board sitting in regular session may exercise the authority provided in DCC 12.08.040, 12.08.050(A) and 12.12.130.

HISTORY

Adopted by Ord. 203-7 §2.020 on 2/4/1976

Amended by Ord. 2020-005 §1 on 1/1/2021

12.12.030 Allocation Of Costs

The entire cost of installing, maintaining, repairing, operating or using the pole line, buried cable or pipeline and of any other expense whatsoever incident to the facilities or operations authorized by the permit shall be paid by the applicant.

HISTORY

Adopted by Ord. 203-7 §2.100 on 2/4/1976

12.12.040 Reimbursement Of Expenses

The applicant shall, in addition to DCC 12.12.030, reimburse the County for any reasonable and necessary expenses that the County may incur in connection with the facilities or operations authorized by the permit, including but not limited to the actual cost of inspection by County personnel. The reimbursement shall be made by the applicant within 30 days after receiving a statement therefor from the County.

HISTORY

Adopted by Ord. 203-7 §2.101 on 2/4/1976

12.12.050 Reimbursement For Damage

The applicant when billed by the County, shall pay the current market value for any existing forest products on any land belonging to the County which are damaged or destroyed as a result of operations authorized by the permit.

HISTORY

Adopted by Ord. 203-7 §2.102 on 2/4/1976

12.12.060 Hold Harmless Agreement

- 1.—The applicant shall indemnify and hold harmless the County, the Board, the members thereof, and all officers or employees of the County against any and all damages, claims, demands, actions, causes of action, costs and expenses of whatsoever nature which may result from any injury to or the death of any persons

or from the loss of or damages to property of any kind or nature, including the County, road and County road facilities or structures, property or equipment used or owned by the County, and facilities which now or may hereafter occupy the right of way of the County road, when such injury, death, loss or damage arises out of the construction, installation, maintenance, repair, removal, relocation, operation or use of the pole line, buried cable or pipeline authorized by the permit.

- 2.—The County, its officers or employees shall not be held responsible or liable for injury or damage that may occur to facilities covered by the permit or any connection or connections thereto by reason of County road maintenance and construction operations or resulting from motorist or road user operations, or County road contractor or permittee operations.

HISTORY

Adopted by Ord. 203-7 §2.200 on 2/4/1976

12.12.070 Protective Measures

During the initial installation or construction of the facilities authorized by the permit, or during any future repair, removal or relocation thereof, the applicant shall at all times maintain such flagmen, signs, lights, flares, barricades and other safety devices as the Administrator may reasonably deem necessary to properly protect traffic and the general public upon the County road, and to warn and safeguard the public against injury or damage. The applicant shall maintain such signs, lights, flares, barricades, and other safety devices during nonwork hours and the Administrator may request and be furnished the telephone number and address of the person in charge of such maintenance.

HISTORY

Adopted by Ord. 203-7 §2.210 on 2/4/1976

12.12.080 Traffic Interference Restrictions

The applicant shall so conduct his operations that there will be a minimum of interference with or interruption of traffic upon and along the County road. Except in emergencies there shall be no interference with or interruption of traffic upon and along the County road until a plan for the satisfactory handling of traffic has been worked out and approved by the Administrator. In emergencies the applicant shall notify the Administrator as soon as practicable.

HISTORY

Adopted by Ord. 203-7 §2.250 on 2/4/1976

12.12.090 Traffic Control And Safety Devices

All traffic control and safety devices used for protection of the work areas shall conform to the current edition of the Manual on Uniform Traffic Control Devices for Streets and Highways, as adopted by the Federal Highway Administration.

HISTORY

Adopted by Ord. 203-7 §2.251 on 2/4/1976

12.12.100 Inspections Necessary

To insure compliance with the terms and conditions of the permit, the County reserves the right to inspect the job during such periods as the Administrator deems necessary, to check compliance with the terms of the permit by the applicant, and to require the applicant to correct all deviations from those terms and conditions. The cost of the first inspection will be borne by the County, and additional required inspections shall be paid by the applicant under the terms outlined in DCC 12.12.040.

HISTORY

Adopted by Ord. 203-7 §2.270 on 2/4/1976

12.12.110 Supervision And Control

Any supervision and/or control exercised by the Administrator shall in no way relieve the applicant of any duty or responsibility to the general public nor shall such supervision or control relieve the applicant from any liability for loss, damage or injury to persons or property as provided in DCC 12.12.060.

HISTORY

Adopted by Ord. 203-7 §2.275 on 2/4/1976

12.12.120 Decisions Of The Board

The decision of the Board shall be final with respect to any of the conditions, terms, stipulations and provisions of the permit. This shall not foreclose applicant's right of appeal.

HISTORY

Adopted by Ord. 203-7 §2.299 on 2/4/1976

12.12.130 Insurance

The applicant or his contractor shall obtain and carry, for the period of time required for the complete installation of the facilities authorized by the permit, including the repair and restoration of the County road facilities, and also during such future periods of time when operations are performed involving the repair, relocation or removal of such facilities

~~authorized by the permit, a liability and property damage insurance policy or policies providing the coverage against any claim, demand, suit or action for property damage, personal injury or death resulting from any activities of the applicant, his officers, employees, agents or contractors in connection with the construction, installation, repair or removal of the facilities authorized by the permit and the repair and restoration of the County road facilities, and the policy or policies, in addition, shall include as named insureds the County, Board and members thereof, its officers, agents and employees. The insurance shall provide coverage in amounts required by the County. The insurance policy or policies shall be in an insurance company duly authorized and licensed to do business in the state. A copy of the policy or policies, or a certificate evidencing the same, shall be submitted to the Administrator and approved by him before any work is commenced under the permit.~~

HISTORY

Adopted by Ord. 203-7 §2.300 on 2/4/1976

Amended by Ord. 2020-005 §1 on 1/1/2021

12.12.140 Bond Or Cash Deposit Required

- ~~1.—In order to assure full and faithful compliance with all of the terms, conditions and obligations of the permit agreement, the Administrator may require the permittee or his contractor to furnish for the period of time required for the complete installation of such facility, including the repair and restoration of the highway facilities, and, also, during such period of time when future maintenance may be performed upon the facility, a bond or cash deposit in the amount specified in the permit. If a bond is furnished it must be written by a surety company duly qualified and licensed to do business in the state and in a form satisfactory to the Administrator. No work shall be commenced under the permit agreement until the bond has been submitted to and approved by, or the cash deposit has been received by the Administrator.~~
- ~~2.—In lieu of posting a cash deposit, the permittee or his contractor may file an assignment agreement form assigning his savings account with a federally licensed savings institution in an amount equal to the required cash deposit, with the Administrator. Alternatively, in lieu of posting a cash deposit, the permittee may deposit with the Administrator a certified check payable to the County road fund drawn on a federally insured bank in an amount equal to the required cash deposit.~~
- ~~3.—The amount of the deposit shall be that necessary to restore the affected area of the roadway to a safe and serviceable condition at least as good as it was in before it was cut. Unless the Administrator requires a greater sum, based on unusual~~

~~conditions, the amount of deposit required for pavement cuts shall be defined in the County fee schedule.~~

- ~~4.—The bond, deposit or surety agreement shall guarantee that the roadway surface shall be repaired within 24 hours after completion of backfilling the last portion of the roadway cut. It shall further provide that in the event the repairs are not completed within the time limit set forth in DCC 12.12, the Administrator may repair the road to his reasonable satisfaction in accordance with the standards of this title and the standard specifications for design and construction of the County Road Department with County forces, or at his option, by letting a public contract, and recover the costs of such repair from the surety or deposit without notice or demand on the permittee.~~

HISTORY

Adopted by Ord. ~~203-7~~ §2.400 on 2/4/1976

Amended by Ord. ~~203-7~~ on 11/19/1979

Amended by Ord. 2020-005 §1 on 1/1/2021

CHAPTER 12.16 UTILITY POLICY GUIDELINES AND VARIANCES

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12.16.030 Location And Construction Controls

12.16.040 Utility Lines; General Considerations

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12.16.150 Exhibit Map/Engineered Drawings; Contents

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12.16.170 Exhibit Map; Pipelines And Buried Cable

12.16.180 Exhibit Map; Aerial Pole Lines

HISTORY

Amended by Ord. 2020-005 §1 on 1/1/2021

12.16.010 Determinations

In determining the locations where and the conditions under which utility facilities and private lines will be allowed to occupy County road rights of way, the provisions of DCC 12.16 apply in conjunction with the appropriate general provisions of DCC 12 and such special provisions as may be imposed. When acting as the authorized representative of the Board, these guidelines shall be followed by the Administrator.

HISTORY

Adopted by Ord. 203-7 §4.000 on 2/4/1976

12.16.020 Private Lines Permitted When

Privately owned lines are allowed to occupy a County right of way only when there is no other feasible location for the facility involved.

HISTORY

Adopted by Ord. 203-7 §4.005 on 2/4/1976

12.16.030 Location And Construction Controls

The following general and special considerations supplement those set forth in DCC 12.20.

HISTORY

Adopted by Ord. ~~203-7~~ §4.100 on 2/4/1976

12.16.040 Utility Lines; General Considerations

- ~~1.—Utility lines should be located to minimize need for later adjustment to accommodate future road improvements and to allow servicing such lines with minimum interference to highway traffic.~~
- ~~2.—To the extent feasible and practicable, crossings of the County road should be on a line generally normal (90 degrees) to the road alignment.~~
- ~~3.—All utility installations on, over or under the County road right of way and attachments to road structures shall be of durable materials and designed for long service life expectancy and relatively free from routine servicing and maintenance.~~
- ~~4.—Provisions for future expansion of utility facilities so as to minimize hazards or disruptions of traffic during future installations is encouraged.~~
- ~~5.—All utility installations within the right of way, both public and private service, are required to include the installation of a locate wire.~~

HISTORY

Adopted by Ord. ~~203-7~~ §4.110 on 2/4/1976

Amended by Ord. ~~2020-005~~ §1 on 1/1/2021

12.16.050 Special Considerations; Pipelines

In the case of pipeline permits:

- ~~1.—The minimum depth to the top of the pipe will be 30 inches from the ground line or top of wearing surface and 30 inches from bottom of road drainage ditch line. Depth may be increased when warranted by conditions such as possible increases in ditch depths from scouring or road maintenance, clearance of existing drainage structures or other utilities, code requirements, etc. All pipelines shall be located under drainage structures or under drainage ways except that pipelines may be attached to bridges at locations specified by the Administrator.~~
- ~~2.—Longitudinal installations should be located on a uniform alignment outside of the normal maintenance operating area (beyond ditch or curbline) and as near the right of way line as terrain and existing utilities will reasonably allow, but upon older road with narrow rights of way underground facilities may be allowed in the shoulder area if there is no other feasible location.~~
- ~~3.—Where a buried crossing is sought:

 - ~~1.—To expedite insertion, removal or replacement of carrier pipes, to protect carrier pipe from external loads or shock, and to carry leaking fluids or gases away from the roadway, it is considered desirable to place pressure pipeline crossings of the County roads in conduit or casing pipe. Exceptions may be made for coated and/or cathodic protected~~~~

~~steel pipe placed by the trenching method, ductile iron pipe and other durable type pipe having a long term life expectancy, leak proof joints and capable of withstanding the external loads applied through the use of the roadways. Coated pipe placed by the boring or jacking method should be placed in a casing pipe unless the coating is of a type resistant to abrasions.~~

- ~~2.—Casing pipe should extend a minimum of two feet beyond the slope, ditch or curbline. When sealed and vented, vents shall be located outside the maintenance operating area, preferably at the right of way line.~~
- ~~3.—When no casing pipe is specified, one grade heavier wall thickness than normal may be required as a precautionary measure.~~
- ~~4.—Conditions which are generally unsuitable or undesirable for underground crossings should be avoided. These include locations such as in deep cuts, near footings, bridges and retaining walls, across intersections at grade, at cross drains where flow of water drift or stream bed load may be obstructed, and in wet or rocky terrain where it is difficult to obtain minimum bury.~~

HISTORY

Adopted by Ord. ~~203-7~~ §4.120 on 2/4/1976

Amended by Ord. ~~2020-005~~ §1 on 1/1/2021

12.16.060 Special Considerations; Underground Electric Power And Communication Lines

In case of permits for underground electric power and communication lines:

- ~~1.—All lines installed in ducts or multiple duct systems are subject to the same controls as pipelines.~~
- ~~2.—Power and communication cable placed by the direct burial (ploughing) method shall be subject to the following controls:~~
 - ~~1.—Longitudinal installations shall be located inside the roadbed section only if the terrain is such that a cable installation outside the ditch line would be extremely difficult and costly, or if the section of road traverses a scenic area where an overhead installation would detract from the aesthetic values.~~
 - ~~2.—When allowed in the roadbed section, longitudinal buried cable shall be placed a uniform distance from the pavement edge as near the outside edge of the ditch as possible without interfering with drainage facilities. In no case shall it be less than one foot from the pavement edge.~~
 - ~~3.—When located outside the roadbed section, the cable shall be placed as near the right of way as possible while maintaining a generally uniform distance from the highway centerline or right of way line so as to be easily identified by warning signs.~~

4. ~~The minimum depth for communication cables shall be 24 inches. The minimum depth for power cables shall be 30 inches. Under no circumstances shall the depth of power cable be less than 30 inches unless contained in conduit pipe or equivalent protective covering.~~
5. ~~All crossings shall be contained in conduit placed in the same manner and under the same controls as required for pipelines, except: communication cable may be installed without conduit when soil conditions will allow installation by boring a hole approximately the same diameter as the cable and pulling the cable through.~~
6. ~~Direct burial of power and communication cable under the same ploughing operation will require issuance of a separate permit to each utility company or one permit issued jointly and executed by each company.~~

HISTORY

Adopted by Ord. 203-754.130 on 2/4/1976

~~12.16.070 Special Considerations: Overhead Power And Communication Lines~~

~~In case of permits for overhead power and communication lines longitudinal installations:~~

1. ~~Limited to single pole type of construction with joint use encouraged in all instances. Only one pole line on each side of the road is permitted.~~
2. ~~Subject to terrain limitations, poles should be located approximately one foot from the right of way line unless protected by a retaining wall, guardrail, steep slope, deep ditch, or the like, or located so as not to encroach on the roadside area.~~
 1. ~~Location behind guardrail shall be a minimum of five feet from its face.~~
 2. ~~All overhead power and communication lines which are constructed parallel to the roadway shall be located downstream of bridges when crossing any stream that is prone to carry debris during flooding conditions. Overhead roadway crossings shall be constructed a minimum of 50 feet from the ends of any bridge.~~
 3. ~~Location on a cut slope shall be the minimum horizontal distance from centerline required to place the base of the pole at least five feet above the elevation of the top of the roadway.~~
 4. ~~Variance as required to maintain a reasonable uniform pole alignment will be allowed where irregularly shaped portions of the right of way extend beyond the normal right of way limits.~~
 5. ~~Location from edge of travel lane (fog line) shall be a minimum of 10 feet, unless otherwise approved by the Administrator.~~

3. ~~Guy wires to ground anchors and stub poles and other related ground-mounted appurtenances should not be placed between a pole and the traveled way where they encroach upon the clear roadside area unless they are protected as in DCC 12.16.070(B).~~
4. ~~Excepted from these controls are poles or other ground-mounted appurtenances required for roadway lighting and other traffic control devices. Such poles and appurtenances shall be of breakaway design serviced by underground cable.~~
5. ~~On sections of County roads traversing business or residential areas having a posted or statutory speed limit of forty miles per hour or less, controls will of necessity be governed by roadside development; however, all poles and ground-mounted appurtenances shall be located as far as practical behind the curb or outside the shoulder and/or parking area if there is no curb.~~
6. ~~When two or more utilities jointly occupy the same pole or poles, each occupant may obtain a separate permit, or a joint permit may be issued and executed by each company. Identification of the pole owner should be contained in the permit application.~~
7. ~~All crossings of the traveled portion of the highway including service drops shall be maintained at a minimum height of 18 feet as measured from the highest point of the traveled way under the crossing.~~

HISTORY

Adopted by Ord. 203-7 §4.140 on 2/4/1976

Amended by Ord. 2020-005 §1 on 1/1/2021

12.16.080 Relocation Of Existing Facilities

1. ~~Existing pipelines, pole lines, power or communication cables or other facilities or appurtenances within the limits of a road construction project shall be relocated in plan and/or grade to conform to the requirements of a new installation. All facilities shall be relocated to a minimum of two feet clear of the proposed roadway neat lines and a minimum of two feet clear of all proposed structures.~~
2. ~~Any departure from the above-described minimum clearances will be allowed only upon approval of a written request for deviation accompanied by a statement describing why such clearances cannot reasonably be met and a drawing showing the proposed alternate to the two-foot clearance requirement.~~
3. ~~The County will require the contractor to make a documented request of the utility company to locate and field mark any affected underground facilities 24 hours in advance of digging.~~
4. ~~The utility company or operator will be required to mark such facilities per state rules.~~
5. ~~The County will require the contractor to refrain from digging or otherwise disturbing the earth within two feet of any such field marker, except in the presence of a utility representative, when required by the utility company. Such representative shall be assigned by the utility company and shall be on the job site at the appointed time.~~

- ~~6. The utility company will be required to field mark their facilities for the contractor, without reimbursement from the contractor, one time only.~~

HISTORY

~~Adopted by Ord. 203-7 §4.150 on 2/4/1976~~

~~Amended by Ord. 2020-005 §1 on 1/1/2021~~

12.16.090 Scenic Enhancement

- ~~1. The controls specified in DCC 12.16.090 may apply only to active federal or federal aid highway projects, and those sections of County roads where federal or federal aid funds have been expended after October 1, 1969, for the construction or improvement of the road or related facilities or for the acquisition of rights of way, including highway beautification projects.~~
- ~~2. No new utility installations are allowed within scenic strips, overlooks, rest areas, recreation areas, the County road rights of way adjacent thereto, or on County road rights of way passing through public parks and historic sites as described under section 138, Title 23, U.S.C., when such areas or rights of way were acquired or improved with federal highway or federal aid highway funds, except as follows:~~
 - ~~1. Underground utility installations which do not require extensive removal or alteration of trees visible to the highway user or impair the visual quality of the area.~~
 - ~~2. Aerial pole lines if it can be established that:~~
 - ~~1. Other locations are not available or are extremely difficult and unreasonably costly or are less desirable from the standpoint of visual quality;~~
 - ~~2. Underground installations are not technically feasible or are unreasonably costly;~~
 - ~~3. The proposed installation will be made at a location and will employ suitable designs and materials which give the greatest weight to the visual qualities of the area being traversed. Suitable designs will include, but are not limited to, self-supporting, armless, single pole construction with vertical configuration of conductors and cable.~~
 - ~~3. Utilities located on County road right of way on the side opposite the above described areas when the right of way is adjacent to rather than passing through such areas.~~
- ~~3. The provisions of DCC 12.16.090 also apply to utility installations that are needed for road or highway purposes, such as highway lighting, service to a weigh station or rest or recreational area.~~

HISTORY

~~Adopted by Ord. 203-7 §4.200 on 2/4/1976~~

12.16.100 Attachments To Structures

~~Attachment of pipelines, electric power or communication lines to structures should be avoided where it is feasible and reasonable to locate elsewhere, particularly in the case of timber structures which are subjected to frequent and extensive maintenance by replacement of various bridge components.~~

~~HISTORY~~

~~Adopted by Ord. 203-7 §4.300 on 2/4/1976~~

12.16.110 Attachments To Bridges; Loads

~~Attachment to bridges which are adequate to support the additional load and accommodate the utility without compromise of highway features, including reasonable ease of bridge maintenance, will be permitted with the following controls:~~

- ~~1.—If utility holes in crossbeams or other areas are provided, utilities shall occupy these areas.~~
- ~~2.—If there are no such provisions, the utility may be carried on suitable padded or coated rollers, saddles or hangers attached to the structure between the outside beams or girders in a location which will not affect the vertical clearance.~~
 - ~~1.—Hanger or roller attachment shall be by means of suitable inserts or clamps and shall not be bolted to or through the bridge floor.~~
 - ~~2.—Adequate provision for expansion or contraction shall be provided.~~
- ~~3.—Attachment to the exposed area along or below the parapet or railing is only permitted when it is not feasible to attach to an interior location. Exposed attachments will be allowed only on the downstream side of bridges. When appropriate pipe or conduit exposed to view shall be painted to blend with the structure.~~
- ~~4.—Pipes or conduits carried through concrete abutments shall be contained in sleeves and tightly sealed with mastic. When carried through timber bulkheads, the cut timber edges shall be treated with creosote or its equivalent and the bulkhead restored to the equivalent of its original condition by splicing.~~
- ~~5.—The utility shall be aligned outside the roadway at each end of the structure in as short a distance as operationally practical.~~
- ~~6.—Communication and electric power cable attachments shall be suitably insulated, grounded and carried in protective conduit from the point of exit from the ground to reentry.~~
- ~~7.—All pipe conduit and supporting hardware shall be protected against corrosion.~~
- ~~8.—Design is to be done by a Licensed Engineer and drawings will be submitted to the Road Department for approval prior to installation.~~

~~HISTORY~~

~~Adopted by Ord. 203-7 §4.300 on 2/4/1976~~

~~Amended by Ord. 2020-005 §1 on 1/1/2021~~

12.16.120 Variances; Generally

The controls outlined in DCC 12.16 are intended as guidelines. Variances by the Administrator may be granted for an individual permit when it can be shown such variation is economically justified and will not adversely affect the integrity of the County road, its maintenance, efficiency and the safety of the road user.

HISTORY

Adopted by Ord. 203-7 §4.500 on 2/4/1976

12.16.130 Variances; Residential And Business Areas

It is recognized that the controls outlined in DCC 12.16 cannot be logically applied to many sections of road functioning as city streets serving developed residential and business areas. On such sections, utility location and installation details will be determined on an individual basis taking into consideration utility systems, roadside development, minimum disruption of road and street facilities and traffic and other controlling factors.

HISTORY

Adopted by Ord. 203-7 §4.510 on 2/4/1976

12.16.140 Variances And Procedures

Requests for a variance involving sections of County road:

1. Upon which federal aid highway funds have been expended after October 1, 1969, or are programmed for expenditure, must be in writing and contain supporting data in justification. They should be submitted through the Administrator for review and approval by the current Federal Highway Administration directives;
2. Upon all other roads, may be approved by the Administrator.

HISTORY

Adopted by Ord. 203-7 §4.520 on 2/4/1976

12.16.150 Exhibit Map/Engineered Drawings; Contents

The exhibit map/engineered drawings should adequately detail the proposed facility to the satisfaction of the Administrator. The data may be presented by a set of plan/profile sheets stamped by a licensed engineer or in the case of a short simple crossing, by a rough sketch and description at the discretion of the Administrator. The exhibit map should include, but not be limited to, the following information set forth in DCC 12.16.160, 12.16.170 and 12.16.180.

HISTORY

Adopted by Ord. 203-7 §4.710 on 2/4/1976

Amended by Ord. 2020-005 §1 on 1/1/2021

12.16.160 Exhibit Map; General Information

The exhibit map should disclose:

1. The section, township and range;
2. The County road name or names;
3. The name of the applicant.

HISTORY

Adopted by Ord. ~~203-7~~ §4.711 on 2/4/1976

12.16.170 Exhibit Map; Pipelines And Buried Cable

When a permit is sought for pipeline or buried cable, the exhibit map/engineered drawings should disclose:

1. Limits of longitudinal installation and distance from existing road centerline and rights of way line;
2. Location and angle of crossings of the County road;
3. Type and size of the pipe or cable;
4. Design or test pressure and maximum operating pressure for pressure pipelines;
5. Type and size of conduit or casing pipe, location and lengths to be used;
6. Minimum depth of burial under roadway and outside roadway area;
7. Method of installation for crossings;
8. Location and attachments details if to be carried upon County road, bridge or structure.

HISTORY

Adopted by Ord. ~~203-7~~ §4.712 on 2/4/1976

Amended by Ord. ~~2020-005~~ §1 on 1/1/2021

12.16.180 Exhibit Map; Aerial Pole Lines

When a permit is sought for aerial pole lines, and the exhibit map has not been waived, the exhibit map should disclose:

1. Limits of longitudinal installation and location and angle of crossing;
2. Location of poles or related ground-mounted appurtenances in relation to road centerline and right of way line;
3. Minimum vertical clearance over roadway. (See DCC 12.16.070(G).)

HISTORY

Adopted by Ord. ~~203-7~~ §4.713 on 2/4/1976

CHAPTER 12.20 SPECIFICATIONS FOR UTILITY LOCATION, CONSTRUCTION, OPERATION, MAINTENANCE, REPAIR, RELOCATION AND REMOVAL

12.20.010 Maps And Drawings

12.20.020 Standards Of Work

12.20.030 Depth

12.20.040 AC Transite Pipe

12.20.050 Corrugated Metal Pipe And Concrete Pipe

12.20.060 Plastic Pipe

12.20.070 Locator Wire For Nonmetallic Pipe

12.20.080 Trench Width

12.20.090 Backfilling

12.20.100 Crossing Under Surface

12.20.110 Open Cutting; Backfill, Resurfacing

12.20.120 Burying Of Cable

12.20.130 Pedestals And Meters

12.20.140 Cleanup

12.20.150 Restoration Of Surface; Repairs

12.20.160 Maintenance And Operation

12.20.170 Warning Signs

12.20.180 Trees And Shrubs

12.20.190 Removal, Relocation Or Repair; Required When

12.20.200 Removal, Relocation Or Repair; Notice

12.20.210 Removal, Relocation Or Repair; Bond

12.20.220 County Removal, Relocation Or Repair; Conditions And Costs

12.20.230 Removal, Relocation Or Repair; Recovery Of Attorney's Fees

HISTORY

Amended by Ord. 2020-005 §1 on 1/1/2021

12.20.010 Maps And Drawings

The applicant's completed facility shall be in substantial conformance with permit exhibit maps or engineered drawings unless special permission is obtained from the Administrator to vary from the same during installation. When such permission is obtained, the applicant shall furnish the Administrator a set of "as constructed" maps or drawings detailing any such variance within 30 days of completion of the installation.

HISTORY

Adopted by Ord. 203-7 §3.050 on 2/4/1976

Amended by Ord. 2001-016 §2 on 3/28/2001

Amended by Ord. 2011-026 §3 on 1/30/2012

Amended by Ord. 2020-005 §1 on 1/1/2021

12.20.020 Standards Of Work

All work in connection with the facility authorized by the permit shall be done in a neat and workmanlike manner to the entire satisfaction of the Administrator, and the details of construction of the same shall conform to the established rules and regulations now in effect or which may hereafter be put in effect by the Public Utility Commissioner of the state, the Oregon State Board of Health, or other governmental agencies having regulatory authority over such facility.

HISTORY

Adopted by Ord. 203-7 §3.100 on 2/4/1976

12.20.030 Depth

The buried cable or pipe depth shown on the permit form represents the distance from the top of the surface or ground line to the top of the cable or pipe.

HISTORY

Adopted by Ord. 203-7 §3.630 on 2/4/1976

12.20.040 AC-Transite Pipe

AC-transite pipe, fittings and components shall conform to the appropriate and current ASTM or AWWA Specifications written for the specific type of usage that the pipe will receive. Nonpressure pipe crossing a roadway will be a Class 2400 minimum. Pressure pipes crossing a roadway will be enclosed in an approved casing pipe.

HISTORY

Adopted by Ord. 203-7 §3.170 on 2/4/1976

12.20.050 Corrugated Metal Pipe And Concrete Pipe

Corrugated metal pipe and concrete pipe used as a conduit or casing pipe or a gravity flow carrier pipe shall, as a minimum, conform to the requirements of the current issue of State of Oregon Standard Specifications for Highway Construction. Smooth iron or steel pipe used as a conduit or casing pipe shall conform to the appropriate and current ASTM Specifications used for pressure pipe.

HISTORY

Adopted by Ord. 203-7 §3.150 on 2/4/1976

12.20.060 Plastic Pipe

Plastic pipe, fittings and components shall conform to the appropriate and current ASTM or AWWA Specifications written for the specific type of usage that the pipe will receive.

HISTORY

Adopted by Ord. 203-7 §3.160 on 2/4/1976

12.20.070 Locator Wire For Nonmetallic Pipe

~~On all installations, both public and private service, of plastic, AC transite or clay carriers of water, gas or sewage, an insulated copper wire shall be buried with and in close proximity to the carrier. Wire shall be No. 16 or larger. The wire shall be buried the entire length of all such carriers and shall be brought to the surface and connected to ground rods or other suitable grounding devices at sufficient locations to make it possible to connect toning devices to the system for locating.~~

HISTORY

~~Adopted by Ord. 203-7 §3.180 on 2/4/1976~~

~~Amended by Ord. 2020-005 §1 on 1/1/2021~~

12.20.080 Trench Width

~~No trench shall be excavated with a top width in excess of 24 inches more than the outside diameter of the pipe, conduit or cable to be installed unless permission is first obtained from the Administrator.~~

HISTORY

~~Adopted by Ord. 203-7 §3.200 on 2/4/1976~~

12.20.090 Backfilling

~~The backfilling of all trenches and tunnels must be accomplished immediately after the facility authorized by the permit has been placed therein and must be well tamped and fully compacted so as to allow the least possible amount of subsequent settlement. Compactive requirements within the roadway prism shall be those required by County specifications outlined in DCC 12.20.110.~~

HISTORY

~~Adopted by Ord. 203-7 §3.210 on 2/4/1976~~

12.20.100 Crossing Under Surface

~~Unless special permission is first obtained from the Administrator to open cut the roadway surface, pipeline or conduit which crosses under the surfaced portion of the highway, including shoulders, road or street connections, or road approaches or driveways, shall either be tunneled, jacked or driven, or placed in a hole bored under the surface for that purpose in accordance with the following provisions:~~

- ~~1.—Trenching in connection with any of these methods shall be no nearer the toe of the fill slope in fill sections or the point where the outer edges of the surfacing meets the subgrade in other sections than two feet or as specified in the special provisions, whichever is greater.~~
- ~~2.—If the tunneling method is used, it shall be by an approved method which supports the surrounding materials so as to prevent caving or settlement. Areas around the installed pipe or conduit shall be backfilled with moist sand, granular material or cement grout, filling all voids and packed in place with mechanical tampers or other approved devices. Lagging, bulkheading and timbering shall be removed as the backfilling progresses.~~
- ~~3.—When the jacking, driving or boring method is used, it shall be by approved means which will hold disturbances of surrounding material to a minimum. Sluicing and jetting is not permitted.~~

~~Voids or displacement outside the outside perimeter of the pipe, conduit or cable where greater than 0.1 foot, shall be filled with sand or cement grout packed in place.~~

- ~~4. Road cuts will not be permitted on any pavements that are under 5 years old unless special approval is obtained from the Administrator. Unless the Administrator approves the road cut, the Contractor will be required to bore and jack the installation.~~

HISTORY

Adopted by Ord. ~~203-7~~ §3.400 on 2/4/1976

Amended by Ord. ~~2011-026~~ §3 on 1/30/2012

12.20.110 Open Cutting, Backfill, Resurfacing

- ~~1. When special permission is granted to open cut the surfaced portion of the highway, the following provisions shall be adhered to:

 - ~~1. Trenches shall be cut to have vertical faces, where soil and depth conditions permit, and shall be shaped where necessary.~~
 - ~~2. The trench edges in paved areas shall be sawed or cut to neat lines by methods satisfactory to the Administrator to a depth sufficient to permit removal of pavement without damage to the pavement to be left in place. Pavement within the cutting limits together with all other excavated material shall be removed and disposed of outside the County road right of way.~~
 - ~~3. In trenching across the County road, no more than one half of the traveled way is to be opened at one time. The opened half shall be completely backfilled before opening the other half.~~
 - ~~4. Closure of intersecting streets, road approaches or other access points will not be permitted. Upon trenching across such facilities, steel running plates, planks or other satisfactory methods shall be used to provide for traffic to enter or leave the highway or adjacent property.~~
 - ~~5. No more than three hundred feet of trench longitudinally along the highway shall be open at one time and no trench shall be left in an open condition overnight, unless properly lighted and protected in an approved manner.~~
 - ~~6. Immediately after the facility authorized by the permit has been placed in the trench, the trench shall be backfilled.~~~~
- ~~2. The trench shall be backfilled as follows, unless otherwise specified by the permit:

 - ~~1. Bedding shall be provided to a minimum depth of four inches below the pipe and 12 inches above the pipe. Bedding shall consist of granular material, free of lumps, clods, stones and frozen materials and shall be graded to a firm but yielding surface without abrupt change in bearing value. Unstable soils and rock ledges shall be subexcavated~~~~

from the bedding zone and replaced by suitable material. The bottom of the trench shall be prepared to provide the pipe with uniform bedding throughout the length of the installation.

2. ~~Trenches shall be backfilled as outlined in DCC 17.48.270.~~
3. ~~Wearing surface and foundation material shall be as follows:~~
 1. ~~Where original surface was asphalt concrete or bituminous treatment or mix replace according to DCC 17.48.270.~~
 2. ~~Where original surface was portland cement concrete:~~
 1. ~~Wearing surface, either portland cement or asphalt concrete placed to a thickness of six inches or the thickness of the removed pavement, whichever is greater;~~
 2. ~~Foundation material, same as for asphaltic concrete.~~
 3. ~~Where original surface was crushed rock or gravel replace according to DCC 17.48.270.~~
 4. ~~All materials in DCC 12.20.110 and DCC 12.20.110(B), and their placement, shall conform to the requirements of the current ODOT/APWA Oregon Standard Specifications for Construction.~~

HISTORY

Adopted by Ord. 203-7 §3.500 on 2/4/1976

Amended by Ord. 2001-016 §1 on 3/28/2001

Amended by Ord. 2011-026 §3 on 1/30/2012

Amended by Ord. 2020-005 §1 on 1/1/2021

12.20.120 Burying Of Cable

Unless special permission is first obtained from the Administrator, direct burial of cable placed by the ploughing method shall be limited to areas outside the surfaced portion of the highway.

HISTORY

Adopted by Ord. 203-7 §3.600 on 2/4/1976

12.20.130 Pedestals And Meters

Pedestals and meters installed as part of a buried cable, water or gas installation are to be located one foot from the right of way line unless special permission is obtained from the County engineer to locate elsewhere. In no case shall the pedestals and/or meters be located within the County road maintenance operating area, including mowing operations, or nearer the pavement edge than any official road sign in the same general location.

HISTORY*Adopted by Ord. 203-7 §3.620 on 2/4/1976**Amended by Ord. 203-7 on 10/30/1979***12.20.140 Cleanup**

All debris, refuse and waste of all kinds which may have accumulated upon the County road right of way by reason of the operations of the applicant, shall be removed immediately upon completion of the operations, and the County road right of way must be restored to at least as good condition as it was prior to such operations.

HISTORY*Adopted by Ord. 203-7 §3.300 on 2/4/1976***12.20.150 Restoration Of Surface; Repairs**

1. All roadbed surfaces disturbed by utility installations, adjustments or repairs covered by permit, will be repaired or replaced within 24 hours after completion of backfilling of the final phase of the roadway cut, except if specifically allowed for by special provisions listed in the permit.
2. All roadbed surfaces disturbed by utility installation, adjustments or repairs covered by permit that result in hazards to the traveling public will be either replaced or repaired immediately or adequately barricaded and signed to warn the public that a hazard exists. When such a hazard exists and is suitably barricaded and signed, repair or replacement will be accomplished within one week, or as permitted in DCC 12.20.150(A).
3. Any replacement or repair not accomplished by the applicant under DCC 12.20.150(A) or DCC 12.20.150(B), within the specified time will be undertaken by the County without prior notice to the applicant and at the expense of the applicant. The County will also make any immediate repairs, alterations or additions to any barricading, signing or warning for a hazardous area when such barricading, signing or warning is found to be inadequate, inappropriate or ineffective without prior notice to the applicant.
4. The applicant will reimburse the County for the actual cost of materials, labor, equipment and overhead.
5. For a period of one year following the patching of any paved surface, the applicant shall be responsible for the condition of such pavement patches, and during that time shall, upon request from the Administrator, repair to the County's satisfaction any of the patches which become settled, cracked, broken or otherwise faulty.

HISTORY*Adopted by Ord. 203-7 §3.550 on 2/4/1976**Amended by Ord. 2011-026 §3 on 1/30/2012***12.20.160 Maintenance And Operation**

The applicant shall at all times keep facilities authorized by the permit in a good state of repair.

HISTORY

Adopted by Ord. 203-7 §3.700 on 2/4/1976

12.20.170 Warning Signs

Standard warning signs for buried power or communication cable and for pipelines carrying gas or flammable liquids shall be placed at each crossing under the County road and at intervals along longitudinal installations as required by current State Public Utility Commissioner order or as specified by the Administrator:

1. Signs shall be offset as near the right of way line as practical.
2. Signs for installations located within the County road roadbed may be placed behind existing guardrail.

HISTORY

Adopted by Ord. 203-7 §3.610 on 2/4/1976

12.20.180 Trees And Shrubs

Except in case of an emergency no trees or branches larger than six inches in diameter shall be cut without previous permission from the Administrator.

HISTORY

Adopted by Ord. 203-7 §3.710 on 2/4/1976

12.20.190 Removal, Relocation Or Repair; Required When

The permit is issued pursuant to the laws of the state which authorizes the Board to subsequently require the applicant to remove, relocate or repair the pole line, buried cable or pipeline covered by the permit at the sole cost of the applicant and by applying, the applicant consents and agrees to such condition.

HISTORY

Adopted by Ord. 203-7 §3.900 on 2/4/1976

12.20.200 Removal, Relocation Or Repair; Notice

Upon receiving written notice from the Board to remove, relocate or repair the pole line, buried cable or pipeline, the applicant shall within 60 days remove, relocate or repair same, at his sole cost, in accordance with the written notice. Under unusual circumstances the Administrator may grant a written extension in time if the applicant can show the need for an extension.

HISTORY

Adopted by Ord. 203-7 §3.905 on 2/4/1976

12.20.210 Removal, Relocation Or Repair; Bond

~~Before commencing such removal, relocation or repair, the applicant shall furnish such insurance and post such bond as the Board may consider necessary at that time in the manner provided for in DCC 12.24.100.~~

~~HISTORY~~

~~Adopted by Ord. 203-7 §3.910 on 2/4/1976~~

~~**12.20.220 County Removal, Relocation Or Repair; Conditions And Costs**~~

~~Should the applicant fail to remove, relocate or repair the pole line, buried cable or pipeline, as provided in DCC 12.24.190 and DCC 12.24.200, the County may remove, relocate or repair the same and submit a statement of total costs for the work to the applicant. The applicant upon receiving such statement will immediately, or within a period of time agreed upon between the applicant and the Board, pay to the County the full amount of such removal, relocation or repair costs.~~

~~HISTORY~~

~~Adopted by Ord. 203-7 §3.915 on 2/4/1976~~

~~**12.20.230 Removal, Relocation Or Repair; Recovery Of Attorney's Fees**~~

~~The applicant agrees that, in the event he fails, as provided in DCC 12.20, to pay the costs incurred by the County for the removal, relocation or repair of the pole line, buried cable or pipeline, and it becomes necessary for the County to commence an action or proceeding in a court of competent jurisdiction to recover the removal, relocation or repair costs that the County shall be entitled to recover in addition to the statutory court costs and disbursements, such additional sum as the court may adjudge reasonable for attorney's fees to be allowed in such action or proceeding.~~

~~HISTORY~~

~~Adopted by Ord. 203-7 §3.920 on 2/4/1976~~

CHAPTER 12.25 ROAD DESIGN AND CONSTRUCTION SPECIFICATIONS

12.25.010 Minimum Standards Established

12.25.015 Authority

12.25.020 Implementation Of Requirements

12.25.025 Land Development Requirements

12.25.030 Additional Design Requirements

12.25.040 Road Names

12.25.100 Road Design

12.25.105 Improvement Plans

12.25.110 Horizontal Alignment

12.25.115 Vertical Alignment

12.25.120 Intersections

12.25.130 Minimum Right Of Way Width

12.25.140 Turn Lanes

12.25.150 Pedestrian Ways

12.25.155 Bikeways

12.25.160 Bridges and Structures

12.25.170 Arterial Roads

12.25.180 Collector Roads

12.25.190 Local Roads

12.25.200 Private Roads

12.25.210 Cul-De-Sacs

12.25.220 Traffic Control Devices

12.25.230 Drainage

12.25.240 Surveying

12.25.250 Driveway Access

12.25.300 Fees

12.25.310 Right of Way Activity Permit

12.25.320 Road Improvement Agreements

12.25.330 Insurance

12.25.340 Indemnification

12.25.350 Local, State, and Federal Permits

12.25.400 Construction; General Specifications

12.25.410 Construction; Quality Control

12.25.420 Construction; Temporary Traffic Control

12.25.500 Road And Street Project

12.25.010 Minimum Standards Established

Except as otherwise noted, the standard specifications for design and construction contained within DCC 12.25 and standard drawings as determined by the Road Department Director are the minimum standards governing construction of roads and other improvements and facilities.

12.25.015 Authority

The Board is authorized by ORS 368.036 to adopt standards for work performed on public roads under the County's jurisdiction.

12.25.020 Implementation of Requirements

- A. It is the duty of the Road Department Director ("Director"), or the Director's authorized representative, to implement the provisions and requirements of these standards in such a way as to carry out their intent and purpose.
- B. For the purposes of this chapter, all references to the Director shall include the County Engineer.

12.25.025 Land Development Requirements

In addition to the standard specifications for design and construction contained within DCC 12.25 and standard drawings as determined by the Director, the requirements of DCC 17.48 are the minimum standards governing construction of roads and other improvements and facilities associated with land development, including subdivisions and partitions.

12.25.030 Additional Design Requirements

The Director may impose additional design requirements as are reasonably necessary to protect the interests of the public.

12.25.040 Road Names

All roads shall be named in conformance with the provisions of the Deschutes County uniform road naming system set forth in DCC Title 16.

12.25.100 Road Design

- A. The design of roads (including bridges, drainage facilities, and other appurtenant facilities) under the jurisdiction or administration of Deschutes County are to be prepared by a State of Oregon-licensed professional engineer, as the Engineer of Record, and shall, at a minimum, conform to the design standards for new or existing roads set forth in DCC 12.25 and shall otherwise conform with applicable state and/or federal standards.
- B. Prior to the start of construction of any road improvements, road improvement design, including plans, reports, and other required submittals, shall be approved by the Director.
- C. Road base and pavement depths set forth in DCC 12.25 may be increased by the Director if necessitated by anticipated traffic volumes or site soil characteristics or to match existing road base and pavement depths.

12.25.105 Improvement Plans

- A. Improvement plan sheets shall be stamped and signed by the Engineer of Record. Engineer stamps and signatures shall comply with applicable Oregon Administrative Rules.
- B. The improvement plans shall become the property of the County and will remain at the Road Department.

C. The improvement plans which shall be 24 by 36 inches must be legible and clearly readable when printed at half scale (11 by 17 inches) and shall include, but not be limited to:

1. A plan view showing:

- a. Centerline alignment showing points of curve and point of tangent stationing on all curves, necessary curve data and bearing of tangents;
- b. Dimensioning necessary to survey and relocate the roadway;
- c. Right of way boundaries, including existing right of way boundaries and proposed right of way boundaries as shown or described in proposed conveyance instruments, including final plats and dedication deeds;
- d. Existing easements and recording references;
- e. Type, location and size of all existing and proposed drainage and irrigation structures and utilities within the right of way;
- f. Location and type of all existing and proposed signs and barricades;
- g. Vicinity map showing the complete roadway network complete with names of roads;
- h. Toe and fills and top of cuts;
- i. Scale;
- j. North arrow; and
- k. Stamp and signature of the registered engineer.

2. A profile showing:

- a. Centerline grades and vertical curves, complete with point of intersection elevations and stations and length of vertical curves;
- b. Original ground at centerline and extending 500 feet past the construction limits and at ditch lines if a significant transverse slope exists;
- c. Curb profiles, where curbs are required;
- d. Superelevation transition diagrams for horizontal curves;
- e. Type, location and size of all existing and proposed drainage and irrigation structures and utilities within the right of way; and
- f. Scale.

3. Typical roadway cross-section showing:

- a. Width, depth and type of base;

b. Width, depth and type of paving;

c. Curbs, if required;

d. Side slopes;

e. Ditch section;

f. Crown slope; and

g. Utilities.

4. For bridge and other roadway structure improvements:

a. Plan view, elevation views, and cross section views of structure;

b. Reinforcement and other structural details;

c. Foundation design and data sheet;

d. General notes indicating design lane loading, seismic design factors, and other applicable design criteria;

e. Containment and work area isolation plans as applicable.

5. A signature box with spaces provided for County approval and for approval by all affected utility companies and irrigation districts.

6. Any other information required by the Road Department Director.

12.25.110 Horizontal Alignment

A. Horizontal curves and tangent distances shall meet current AASHTO minimum standards for all streets except arterials, which shall conform to current ODOT standards.

B. The centerline of road improvements shall coincide with the centerline of the right of way.

C. Superelevation shall be designed in accordance with current AASHTO specifications with the maximum superelevation being six percent.

12.25.115 Vertical Alignment

A. Vertical curves shall be designed to be consistent with and complimentary to the horizontal curves. Vertical curves shall be designed in accordance with current AASHTO standards or, for arterials, to current ODOT standards.

B. Maximum percent of grade shall be as given in DCC 12.25.170 through 12.25.200 (or in right of way specifications, if any, set forth for a particular zone in a zoning ordinance).

C. Minimum grade shall be one half percent.

D. Angle points shall not be allowed on grade breaks over one percent.

12.25.120 Intersections

- A. All intersections shall be planned for through traffic on the road with the greatest projected average daily traffic (ADT). The side road shall be at right angles to the main road per current AASHTO standards.
- B. Intersecting roads, including driveways to commercial and industrial properties, shall be separated by at least the following distances, as measured between the intersecting centerlines of the roads and/or driveways when the through road is:
 - 1. Arterial, 500 feet;
 - 2. Collector, 300 feet;
 - 3. Local, 100 feet;
 - 4. Industrial park, 250 feet; and
 - 5. Primary access, 250 feet.

12.25.130 Minimum Right-Of-Way Width

The minimum public road right-of-way width is 60 feet unless specified otherwise in DCC 12.25 (or in any right of way specifications set forth for a particular zone in a zoning ordinance).

12.25.140 Turn Lanes

When a turn lane is required, it shall be a minimum of 14 feet in width, except where road specifications in a zoning ordinance provide for travel lanes of lesser width. Additional right of way may be required. Turn lane geometry shall be designed in accordance with current Oregon Department of Transportation (ODOT) standards.

12.25.150 Pedestrian Ways

A. General Design Criteria

- 1. Pedestrian ways shall be designed and constructed in accordance with the current U.S. Access Board *Public Right of Way Accessibility Guidelines (PROWAG)* and the FHWA *Manual on Uniform Traffic Control Devices (MUTCD)*.
- 2. All pedestrian facilities and associated features shall be fully contained within the public right-of-way.

B. Sidewalks

- 1. Sidewalks shall have a minimum width of five feet.
- 2. Sidewalks shall be constructed of concrete with a minimum thickness of 4 inches, increasing to 6 inches in areas exposed to motor vehicles.
- 3. Sidewalks shall be property tight, unless otherwise approved by the County Engineer.

C. Multi-Use Paths

1. [Multi-use paths are two-way facilities separated from a roadway that carry bicycle and pedestrian traffic and shall be used where aesthetic, recreation and safety considerations are primary, and where a direct route with minimal intersections can be established.](#)
2. [Multi-use paths shall be designed, constructed, and improved to the following standards:](#)

<i>Total Improved Surface Minimum Width (*)</i>	<i>Minimum Vertical Clearance</i>	<i>Minimum Horizontal Clearance</i>	<i>Pavement Type/Minimum Depth(*)</i>	<i>Pathway Base Type/Minimum Depth (*)</i>	<i>Aggregate Shoulder Type/Minimum Width</i>	<i>Maximum Grade (*)</i>	<i>Maximum Cross Slope (*)</i>
10 ft.	10 ft.	3 Ft.	Level 2, 1/2" Dense Asphalt Concrete, 2 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 6 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 1 ft. Minimum Width	5%	2%

3. [When multi-use paths are utilized along arterial and collector roads where other pedestrian ways are not provided within a public right of way, multi-use paths shall be constructed on both sides of the road unless a design exception is granted by the Director based on physical, environmental, or regulatory constraints.](#)
4. [When multi-use paths are located outside of a public road right-of-way, a separate right-of-way with a minimum width of 15 feet shall be provided.](#)

[D. Curb Ramps and Blended Transitions](#)

1. [Curb ramps or blended transitions are required where pedestrian ways interface with the travelled way, including but not limited to intersections, mid-block crossings, and pedestrian pathway connections.](#)
2. [Separate curb ramps or blended transitions must be provided for each direction of pedestrian travel at intersections and positioned in front of the stop bar at intersections.](#)
3. [Curb ramps must align with the pedestrian crossing to provide a direct and accessible path of travel.](#)
4. [Curb ramps shall be designed to prevent ponding of water at the base or along the pedestrian pathway. Where positive drainage is not possible drainage features shall be incorporated to avoid water accumulation.](#)
5. [Curb ramps shall include flared sides, except in situations where space constraints or existing site conditions require the use of curbed sides.](#)
6. [Curb ramps shall be constructed of portland cement concrete \(PCC\).](#)

12.25.155 Bikeways

[A. General Design Criteria.](#)

1. Bikeways shall be designed in accordance with the current standards and guidelines of the ODOT *Traffic Line Manual* and the Federal Highway Administration (FHWA) *Manual for Uniform Traffic Control (MUTCD)*. All roadways identified as County Bikeways or Oregon Scenic Bikeways in the current County Transportation System Plan shall be constructed to include bikeway facilities according to the requirements of DCC 12.25.155.
2. All arterial and collector roadways not identified as County Bikeways or Oregon Scenic Bikeways in the current County Transportation System Plan shall be constructed to include shoulder bikeways at a minimum.

B. Multi-use Paths.

1. Multi-use paths shall be constructed in accordance with the requirements of DCC 12.25.150 and shall connect seamlessly with existing bicycle facilities on public roads.
2. If private roads are constructed to a width of less than 28 feet, multi-use paths shall be provided.

C. Bike Lanes.

1. Bike lanes are bikeways that provide bicycle mobility within a delineated, paved travel lane dedicated solely to bicycle use that is contiguous with the motor vehicle travel lane.
2. Bike lanes shall be implemented on new construction of curbed arterials and collectors. Curb gutter pan is not included in the bike lane width measurements.
3. Bike lanes shall be constructed to a minimum width of six feet, measured from the center of fog line to the edge of pavement.
4. Bicycle legends shall be provided in bike lanes at intervals of forty times the posted or statutory speed limit and after intersections.

D. Shoulder Bikeways.

1. Shoulder bikeways are bikeways that provide bicycle mobility within a widened paved shoulder outside of the motor vehicle travel lane.
2. Shoulder bikeways shall be implemented on new construction of uncurbed arterials and collectors.
3. Shoulder bikeways shall be constructed to a minimum width of four feet, measured from the center of fog line to the edge of pavement.

E. Shared Roadways.

1. Shared roadways are bikeways that provide bicycle mobility within the motor vehicle travel lane.

2. Shared roadways may be implemented on:

- a. New or existing local roads; or
- b. Existing arterial and collector roads where the Director determines that traffic volumes and roadway conditions are conducive to safe mixed-use by motor vehicles and bicycles.

12.25.160 Bridges and Structures

A. Bridges shall be designed in accordance with the current edition of the *AASHTO LRFD Bridge Design Specifications*.

B. At a minimum, bridges shall be designed to accommodate:

- a. Live Load
 - i. HL-93 design truck loading
 - ii. Additional design truck loading as required by the Director
- b. Dead Load
 - i. Structure dead load (including structure, utilities, bridge rail, wearing surface, and all other appurtenant features weight)
 - ii. 40 pounds per square foot (psf) additional dead load for future wearing surface and utilities.
- c. Horizontal Load
 - i. Horizontal Peak Ground Acceleration for 1,000-year return period
 - ii. Wind loading (including uplift loading)

C. For bridges that cross any body of water, bridge design shall be accompanied by a hydraulic report that includes:

- a. Site hydrology
- b. Hydraulic analysis comparing existing and proposed bridge and waterway conditions, and
- c. Bridge scour analysis including revetment design.

Hydraulic report, including data collection and analysis, shall conform to the current edition of the *ODOT Hydraulics Manual*.

D. Bridge, retaining wall, and other roadway structure designs shall be accompanied by a geotechnical report that includes:

- a. Field exploration and laboratory testing information
- b. Geotechnical analysis and design

c. Foundation data sheet

Geotechnical report, including data collection and analysis, shall conform with the current edition of the ODOT Geotechnical Design Manual.

E. Bridge designs shall include a load rating report in conformance with the current edition of the ODOT LRFR Manual.

F. All bridges and other road structures shall be designed with a minimum design life of 50 years.

12.25.170 Arterial Roads

Roads classified as “Arterial” in the current Deschutes County Transportation System Plan shall be designed, constructed, and improved according to the following standards:

Road Type	Minimum Right of Way Width	Total Paved Surface Minimum Width	Paved Travel Lane Minimum Width	Paved Shoulder Minimum Width	Paved Median Lane Minimum Width	Pavement Type/Minimum Depth	Roadway Base Type/Minimum Depth	Aggregate Shoulder Type/Minimum Width	Sidewalk Width	Maximum Grade
Bicycle Shared Roadway or Separated Multi-Use Paths (*)	80 ft.	28 ft.	11 ft.	3 ft.	14 ft.	Level 3, 1/2" Dense Asphalt Concrete, 4 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 10 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 2 ft. Minimum Width	Not Required	6%
With Shoulder Bikeway(*)		30 ft.		4 ft.						
With Bike Lane(*)		34 ft.		6 ft.						

12.25.180 Collector Roads

Roads classified as “Collector” in the current Deschutes County Transportation System Plan shall be designed, constructed, and improved according to the following standards:

	Minimum Right of Way Width	Total Paved Surface Minimum Width (*)	Paved Travel Lane Minimum Width	Paved Shoulder Minimum Width	Paved Median Lane Minimum Width (*)	Pavement Type/Minimum Depth(*)	Roadway Base Type/Minimum Depth (*)	Aggregate Shoulder Type/Minimum Width	Sidewalk Width (*)	Maximum Grade (*)
Road Type										
Rural										
Bicycle Shared Roadway or Separated Multi-Use Paths (*)	60 ft.	28 ft.	11 ft.	3 ft.	14 ft.	Level 3, 1/2" Dense Asphalt Concrete, 4 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 10 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 2 ft. Minimum Width	Not Required	8%
With Shoulder Bikeway(*)		30 ft.	11 ft.	4 ft.						
With Bike Lane(*)		34 ft.	11 ft.	6 ft.						
Unincorporated Communities										
Tumalo Commercial	60 ft.	30 ft.	11 ft.	4 ft.	14 ft.	Level 3, 1/2" Dense Asphalt Concrete, 4 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 10 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 2 ft. Minimum Width	6 ft.	8%
Tumalo Residential		36 ft.	12 ft.	6 ft.	14 ft.				Not Required	
Terrebonne TeC Commercial		24 ft.	12 ft.	Not Required	Not Required				6 ft.	
Terrebonne TeR Commercial		24 ft.	12 ft.	Not Required	Not Required				Not Required	
Terrebonne TeR Residential		24 ft.	12 ft.	Not Required	Not Required				Not Required	

12.25.190 Local Roads

A. Paved roads classified as “Local” in the current Deschutes County Transportation System Plan shall be designed, constructed, and improved according to the following standards:

Road Type	Minimum Right of Way Width	Total Paved Surface Minimum Width (*)	Paved Travel Lane Minimum Width	Paved Shoulder Minimum Width	Pavement Type/Minimum Depth(*)	Roadway Base Type/Minimum Depth (*)	Aggregate Shoulder Type/Minimum Width	Sidewalk Width (*)	Maximum Grade (*)	Minimum Cul-De-Sac ROW Radius	Minimum Cul-De-Sac Paved Radius
Subdivision Access and Circulation Routes											
Rural - Primary	60 ft.	24 ft.	10 ft.	2 ft.	Level 2, 1/2" Dense Asphalt Concrete, 3 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 8 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 2 ft. Minimum Width	Not Required	10%	55 ft.	45 ft.
Rural - Secondary and Cul-de-Sacs		20 ft.		Not Required							
Unincorporated Communities											
Tumalo Commercial	60 ft.	20 ft.	10 ft.	Not Required	Level 2, 1/2" Dense Asphalt Concrete, 3 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 8 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 2 ft. Minimum Width	Not Required	10%	55 ft.	45 ft.
Tumalo Residential		20 ft.		Not Required				Not Required			
Terrebonne TeC Commercial		24 ft.		2 ft.				6 ft.			
Terrebonne TeR Commercial		24 ft.		2 ft.				Not Required			
Terrebonne TeR Residential		24 ft.		2 ft.				Not Required			

B. Unpaved roads classified as “Local” in the current Deschutes County Transportation System Plan shall be designed, constructed, and improved according to the following standards:

Minimum Right of Way Width	Total Improved Surface Minimum Width (*)	Improved Surface Type/Minimum Depth (*)	Sidewalk Width (*)	Maximum Grade (%)	Minimum Cul-De-Sac ROW Radius	Minimum Cul-De-Sac Paved Radius
60 ft.	20 ft.	3/4"-0 or 1"-0 Aggregate, 5 in. Minimum Depth	Not Required	10%	55 ft.	45 ft.

12.25.200 Private Roads

Private roads, as permitted in land development under DCC 17.48 or applicable zoning ordinances, shall be designed, constructed, and improved to the following Standards:

Road Type	Total Paved Surface Minimum Width (*)	Paved Travel Lane Minimum Width	Paved Shoulder Minimum Width	Pavement Type/Minimum Depth (*)	Roadway Base Type/Minimum Depth (*)	Aggregate Shoulder Type/Minimum Width	Sidewalk Width (*)	Maximum Grade (%)	Minimum Cul-De-Sac Paved Radius
Primary Subdivision Access and Circulation Routes	28 ft.	10 ft.	4 ft.	Level 2, 1/2" Dense Asphalt Concrete, 2 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 6 in. Minimum Depth	3/4"-0 or 1"-0 Aggregate, 2 ft. Minimum Width	Not Required	12%	45 ft.
Secondary Subdivision Access and Circulation Routes and Cul-de Sacs	20 ft.	10 ft.	Not Required						

12.25.210 Cul-De-Sacs

A. Cul-de-sacs shall have a length of less than 600 feet, unless a longer length is approved by the applicable fire protection district, and more than 100 feet from the center of the bulb to the intersection with the main road.

B. Cul-de sacs shall terminate at:

- a. A cul-de-sac bulb; or
- b. A turnaround facility approved by the Director and the applicable fire protection district.

C. Cul-de-sac bulbs shall be constructed to the applicable base and surfacing section standards given in DCC 12.25.150, 12.25.160, 12.25.170, or 12.25.180. Cul-de-sac bulbs shall have a minimum improved surface radius of 45 feet.

D. Cul-de-sac bulbs shall have a minimum right-of-way radius of 55 feet.

12.25.220 Traffic Control Devices

All traffic control devices on public roads shall be designed, constructed, implemented, and installed according to the requirements of the current *Manual on Uniform Traffic Control Devices (MUTCD)*, including the Oregon Supplement to the current edition, and the current edition of the *ODOT Sign Policy and Guidelines*.

12.25.230 Drainage

A. General Requirements

- 1. All drainage systems for public roads shall be designed and constructed to meet or exceed the minimum standards given in the current edition of *Central Oregon Stormwater Manual (COSM)* prepared by the Central Oregon Intergovernmental Council.
- 2. Runoff from public roads and associated improvements must be contained within the public right-of-way and managed to prevent adverse impacts to adjacent properties and downstream systems.

B. Stormwater Management

- 1. Any development or improvements that alter the drainage characteristics of a public road right-of-way must submit a stormwater report meeting the requirements of the current COSM to the County Road Department for approval with the improvement plans. The report shall include:
 - a. Analysis of pre- and post-development drainage conditions.
 - b. Proposed stormwater management measures to mitigate impacts.
 - c. Documentation of compliance with COSM standards.
- 2. The County may require additional analysis or design modifications to address site-specific conditions or to ensure compliance with applicable laws and standards.
- 3. The use of underground injection control (UIC) systems in a public road right-of-way is strongly discouraged and will only be considered by the Director in exceptional circumstances where no feasible alternative exists. Any proposed UIC system must:

- a. Demonstrate compliance with applicable state and federal regulations.
- b. Receive explicit approval from the Director prior to installation.

12.25.240 Surveying

A. Construction Surveying and Machine Control

- 1. Physical locations of roads and associated road features shall be provided in accordance with the approved improvement plans.
- 2. All survey and machine control work shall be completed in conformance with the current edition of the ODOT *Construction Surveying Manual for Contractors*.

B. Right-of-Way Surveying

- 1. Right-of-way surveying shall be performed by a professional land surveyor licensed in the State of Oregon.
- 2. Right-of-way surveying and monumentation shall comply with the applicable provisions of with ORS 92 and ORS 209.

12.25.250 Driveway Access

Permitting and construction of driveway access to public roads shall be performed in accordance with DCC 12.28.

12.25.300 Fees

All plan review and field inspection costs shall be borne by the applicant. Fees for plan review and inspections shall be published in the County fee schedule.

12.25.310 Right of Way Activity Permit

No person, firm, or corporation shall remove, alter or construct any improvement or perform any activity within public road right-of-way over which the County has jurisdiction to regulate the matters covered by DCC 12.25 without first obtaining a permit from the County Road Department.

12.25.320 Road Improvement Agreements

- A. When, in the opinion of the Director, an existing public way is significantly impacted by a proposed right of way activity, the applicant shall be required to execute an improvement agreement and file a security with the County. The improvement agreement shall include the following:
 - 1. Improvement plans meeting the requirements of DCC 12.25;
 - 2. A list of all contractors who will construct or complete the improvements and repairs;
 - 3. An itemized cost estimate of the improvement and repairs;

4. Provision for the County to call upon the security for the construction or completion of the improvements and repairs, upon failure of the applicant to adhere to the schedule for improvements and repairs;
 5. Provision that the County shall recover the full cost and expense of any work performed by or on behalf of the County to complete construction of the improvements and repairs, including, but not limited to, attorneys and engineering fees;
 6. Provision for a one-year warranty bond that shall be deposited with the County following acceptance of the improvements and repairs. The bond shall be in the amount of 10 percent of the value of the improvements.
- B. The applicant shall file with the agreement a security to assure the applicant's full and faithful performance of the improvement and repair work in the amount of 120 percent of the cost of performing the work, including related engineering, inspection, and incidental expenses, as determined by the Director. The security shall be in one of the following forms:
1. A surety bond executed by a surety company authorized to transact business in the state in a form approved by the County;
 2. Cash deposit with the County; or
 3. An unconditional, irrevocable standby letter of credit.
- C. Default Status.
1. If the applicant fails to carry out provisions of the agreement and the County has unreimbursed costs or expenses resulting from such failure, the County shall call on the bond or cash deposit for reimbursement.
 2. If the amount of the bond or cash deposit exceeds the cost and expense incurred by the County, it shall release the remainder.
 3. If the amount of the bond or cash deposit is less than the cost and expense incurred by the County, the applicant shall be liable to the County for the difference.
- D. The security shall not be released by the County until one year from the improvement completion date specified by the applicant.
- E. The security shall not be released by the County until County inspectors have inspected the improvements and approved them in writing.

12.25.330 Insurance

During the term of authorized work within a public right of way, the applicant or their contractor, including all subcontractors, shall procure and continue to carry insurance coverages, including but not limited to commercial general liability and commercial automobile liability, from a responsible insurance provider with minimum coverage amounts as determined by the Road Department Director.

12.25.340 Indemnification

- A. The applicant shall be responsible and liable for all injuries to other persons or property resulting from any negligence or otherwise tortious acts or omissions of the licensee, its servants or agents.
- B. The applicant shall indemnify the County and hold it harmless against any and all claims, demands, lawsuits, injuries, damages or costs, including litigation costs, which the County may sustain by reason of any such acts or omissions.

12.25.350 Local, State, and Federal Permits

The applicant shall be responsible for the following:

- A. Obtaining all local, state, and federal permits and licenses necessary for the improvement work;
- B. Paying all applicable charges, fees, and taxes;
- C. Giving all notices required under applicable local, state, and federal laws; and
- D. Complying with all orders and permits issued by a local, state, or federal government authority.

12.25.400 Construction; General Specifications

- A. Unless otherwise detailed in DCC 12.25, all roadway work, including excavation, fill construction, subgrade preparation, aggregate base, surfacing, prime coats and paving, will be done in accordance with the current edition of the ODOT/APWA *Oregon Standard Specifications for Construction*, hereinafter referred to as the general specifications.
- B. Whenever these specifications refer to the Agency, they shall be taken to mean the County, the appropriate County address, and likewise, reference to the commission or the engineer shall be taken to mean the Board of County Commissioners or the Road Department Director.

12.25.410 Construction; Quality Control

- A. All materials incorporated into public road improvements shall be tested according to methods described in the current editions of the ODOT *Laboratory Manual of Test Procedure* and the ODOT *Manual of Field Test Procedures (MFTP)*.
- B. All manufactured products incorporated into public road improvements shall be listed in the current publication of the ODOT Qualified Products List (QPL).

12.25.420 Construction; Temporary Traffic Control

- A. All temporary traffic control measures shall conform to the standards and guidelines outlined in the current versions of the *Oregon Temporary Traffic Control Handbook (OTTCH)* and the *Manual on Uniform Traffic Control Devices (MUTCD)*.
- B. The contractor shall perform the construction work in a continuous and efficient manner as to minimize the extent of disruption to road users and shall provide continuous access to emergency vehicles to greatest extent practical.

12.25.500 Road and Street Project

Design and construction standards set forth in DCC 12.25 are applicable to all road and street projects.

CHAPTER 12.28 DRIVEWAYS AND ACCESS TO PUBLIC ROADS

12.28.010 Authority

12.28.015 Definition; Apron

12.28.020 Definition; Curbline

12.28.020 Implementation Of Requirements

12.28.025 Definition; Curb Return

12.28.030 Definition; Driveway

12.28.035 Definition; Driveway Approach

12.28.040 Definition; End Slopes

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12.28.060 Permit; Application

12.28.070 Permit; Approval And Issuance

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12.28.130 Agricultural Driveway Approaches (Field Access)

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12.28.~~140~~ ~~160~~ Variances ~~Permitted When~~

12.28.~~150~~ ~~170~~ Violation; Civil Remedies

12.28.~~160~~ ~~180~~ Violation

HISTORY

Amended by Ord. [2020-005](#) §1 on 1/1/2021

~~12.28.010 Definitions~~

~~For the purposes of DCC 12.28, unless otherwise apparent from the context, certain words and phrases used in DCC 12.28 are defined as set forth in DCC 12.28.015-045.~~

~~HISTORY~~

~~Adopted by Ord. [203-6](#) §1 on 10/1/1975~~

~~Amended by Ord. [95-035](#) §1 on 5/17/1995~~

12.28.10 Authority

The Board is authorized by ORS 374.305, 374.307, 374.309, 374.315, and 374.320 to adopt reasonable rules and regulations and may issue permits for the control of access to public roads under the County's jurisdiction.

12.28.015 Definition; Apron

"Apron" means the portion of the driveway approach extending from the property side of the curb to the sidewalk section and lying between the end slopes of the driveway approach.

HISTORY

Adopted by Ord. 203-6 §1 on 10/1/1975

12.28.020 Definition; Curbline

"Curbline" means the inside edge of the top of the curb. In areas where no curb is required, it is the edge of the pavement.

HISTORY

Adopted by Ord. 203-6 §1 on 10/1/1975

12.28.020 Implementation of Requirements

- A. It is the duty of the Road Department Director ("Director"), or the Director's authorized representative, to implement the provisions and requirements of these standards in such a way as to carry out their intent and purpose.
- B. For purposes of this chapter, all references to "Road Department Director" shall include the County Engineer.

12.28.025 Definition; Curb Return

"Curb return" means the curved portion of a street curb at street intersections or the curved portion of a curb in the end slopes of a driveway approach.

HISTORY

Adopted by Ord. 203-6 §1 on 10/1/1975

12.28.030 Definition; Driveway

"Driveway" means an area on private property where automobiles and other vehicles are operated or allowed to stand.

HISTORY

Adopted by Ord. 203-6 §1 on 10/1/1975

12.28.035 Definition; Driveway Approach

"Driveway approach" means an area, construction or improvement between the roadway of a public street and private property at least seven feet wide, intended and used for ingress and egress of vehicles from the roadway of a public street to a definite area of the private property, such as a parking area, a

driveway or a door. The component parts of the driveway approach are termed the apron, the end slopes or the curb return, and the sidewalk section.

HISTORY

Adopted by Ord. 203-6 §1 on 10/1/1975

Amended by Ord. 2011-026 §4 on 1/30/2012

12.28.040 Definition; End Slopes

"End slopes" means the portions of the driveway approach which provide a transition from the normal curb and sidewalk elevations to the grade of the apron, either by means of a sloping surface or by means of a curb return together with the area between the projected tangents of the curb return.

HISTORY

Adopted by Ord. 203-6 §1 on 10/1/1975

12.28.045 Definition; Sidewalk Section

"Sidewalk section" means the portion of the driveway approach lying between the back, or property edge of the sidewalk and the end slopes measured at the front, or street, edge of the sidewalk.

HISTORY

Adopted by Ord. 203-6 §1 on 10/1/1975

12.28.050 Permit; Required

No person, firm or corporation shall remove, alter or construct any curb, sidewalk, driveway approach, gutter, pavement or other access related improvement in any public road, street, alley or other property owned by or dedicated to or used by the County and over which it has jurisdiction to regulate the matters covered by DCC 12.28, without first obtaining a permit from the County Road Department, ~~and no permit shall be granted until the applicant files with the County Road Department for its approval two copies of a drawing showing the location and size of all such proposed improvements to serve the property affected.~~

HISTORY

Adopted by Ord. 203-6 §2 on 10/1/1975

Amended by Ord. 95-035 §1 on 5/17/1995

Amended by Ord. 2020-005 §1 on 1/1/2021

12.28.060 Permit; Application and Fees

Application for driveway approach permits ~~to construct such improvements~~ shall be made to the County ~~Community Development~~ Road Department on forms provided for that purpose. Fees for driveway approach permits shall be published in the County fee schedule.

HISTORY

Adopted by Ord. 203-6 §3 on 10/1/1975

Amended by Ord. 95-035 §1 on 5/17/1995

12.28.070 Permit; Approval ~~And~~ and Issuance

Before approving ~~the drawing of such improvement~~ and issuing a driveway approach~~the~~ permit, the County Road Department and Community Development Department shall establish that the proposed driveway approach~~improvement~~ is in conformance with the provisions and standards hereinafter set forth.

HISTORY

Adopted by Ord. [203-6](#) §4 on 10/1/1975

Amended by Ord. [95-035](#) §1 on 5/17/1995

12.28.080 Public Property Use Restrictions

County road rights of way may not be used for private commercial purposes. A permit for the construction of driveway approaches shall not be issued unless vehicles to be served or serviced can be parked entirely within the private property lines.

HISTORY

Adopted by Ord. [203-6](#) §10 on 10/1/1975

Amended by Ord. [95-035](#) §1 on 5/17/1995

12.28.090 Prohibited Locations

A. The creation of driveway access onto arterial and collector roads is prohibited unless there is no other possible means of accessing the parcel. In any event, residential access onto arterials and collectors shall not be permitted within 100 feet of an intersection or the maximum distance obtainable on the parcel, whichever is less.

B. When a property abuts two or more public roads with different functional classifications, access shall be taken from the road with the lower functional classification.

C. No driveway approach shall be permitted at locations that do not meet current American Association of State Highway and Transportation Officials (AASHTO) sight distance standards.

D. No driveway approach shall be permitted within delineated wetlands and waterways.

E. Driveway access that requires vehicle backing maneuvers within a public right of way for driveway ingress and egress is prohibited unless there is no other possible driveway access configuration to serve a parcel with reasonable access.

A-F. No driveway approach shall be permitted to interfere with any public utility facilities. Under the permit required by DCC 12.28, the applicant may be authorized to relocate any such utility, upon application to the subject utility provider and upon making suitable arrangements for financial reimbursement to the utility provider.

B-G. At street-road intersections no portion of any driveway approach, including end slopes, shall be permitted within the intersection ~~curb~~ return.

C.H. At street-road intersections in noncommercial or residential and rural areas, no portion of any driveway approach, including end slopes, shall be permitted within 50 feet of the intersection ~~curb~~ return.

HISTORY

Adopted by Ord. 203-6 §5 on 10/1/1975

Amended by Ord. 95-035 §1 on 5/17/1995

Amended by Ord. 2011-026 §4 on 1/30/2012

12.28.100 Width Of Driveway Approach Apron

The width of driveway approach aprons shall not exceed the following dimensions:

1. ~~For residential driveways, 14 feet for single driveways and 20 feet for double driveways and not more than one driveway approach shall be permitted per lot when such lot is 50 feet or less in width fronting on any street or avenue.~~
 1. ~~An additional driveway approach will be allowed when any particular lot has 50 feet or more of frontage on any street or avenue and the driveways can meet the spacing requirements listed in DCC 17.48.090 (B).~~
 2. ~~Sidelines of lots may also have driveway approaches in conformity with the provisions of DCC 12.28.100(A); notwithstanding that such lots have driveway approaches on their frontage area.~~
2. ~~For commercial driveways, when one or more driveway approaches serve a given property frontage, no single apron shall exceed 35 feet in width, but when such establishment controls 50 feet or more of street frontage the number of driveway aprons shall be limited to two for the first 100 feet or part thereof and not more than 35 percent of the frontage exceeding the initial 100 feet thereafter. A safety island of not less than 16 feet of full height curb shall in all cases be provided between driveway approaches serving any one property frontage.~~
3. ~~Property frontage referred to in DCC 12.28 includes approach areas directly in front of property owned or under the control of the applicant, and such area as may be directly in front of adjoining property which is used for approach purposes by right of easement or agreement with the adjoining property owner.~~

HISTORY

Adopted by Ord. 203-6 §6 on 10/1/1975

Amended by Ord. 95-035 §1 on 5/17/1995

Amended by Ord. 2011-026 §4 on 1/30/2012

12.28.100 Property Frontage

Property frontage referred to in DCC 12.28 includes approach areas directly in front of property owned or under the control of the applicant, and such area as may be directly in front of adjoining property

which is used for approach purposes by right of easement or agreement with the adjoining property owner.

12.28.110 Driveway Approaches Near Alleys

~~Driveway approaches located within five feet of the existing curb return at an alley intersection may be merged with the alley intersection pavement, thus requiring the removal of the existing curb return: the total apron length plus the alley width, measured at the curbline of the apron to the opposite allen line, shall not exceed 40 feet, except when there is a driveway approach on both sides of an alley, then the maximum apron length plus alley, width shall not exceed 60 feet.~~

HISTORY

~~Adopted by Ord. 203-6 §8 on 10/1/1975~~

~~Amended by Ord. 95-035 §1 on 5/17/1995~~

12.28.110 Residential Driveway Approaches

A. Width (measured at the right-of-way boundary)

1. Minimum Width, 12 feet;
2. Maximum Width (single-family dwelling units), 14 feet;
3. Maximum Width (multi-family dwelling units), 20 feet.

B. Spacing

1. Residential driveway approaches shall be located along a parcel's frontage in a manner so as to maximize spacing from other driveway approaches and intersecting roads.

C. Maximum Number of Approaches

1. No more than one residential driveway approach shall be permitted per parcel when such parcel is 50 feet or less in width fronting on any public road.
2. When any parcel has 50 feet or more of frontage on the public road accessed by the primary driveway approach, a secondary driveway approach may be permitted either along the frontage to the public road accessed by the primary driveway approach or, for corner parcels, along the frontage to a side street.

12.28.120 Driveways In Areas Of Limited Street Improvements

- ~~1. Where standard gutters and curbs have been installed but concrete sidewalks have not been, the permit may authorize the applicant to construct the driveway approach from the curbline to the applicant's premises of the same materials as those used for paving the applicant's driveway, or of any other material satisfactory to the County Road Department. Such driveway approach shall be constructed to established grade and shall be adequate and suitable for the traffic to be carried by it. The permit shall provide, and the applicant shall agree, that if and when thereafter~~

~~concrete sidewalks are constructed, the applicant or his successor shall install concrete driveway approaches.~~

- ~~2. Where standard gutters and curbs have not been installed, the apron widths set forth in DCC 12.28.100 shall be measured along the property line and there shall be not less than 16 feet of frontage between driveway approaches serving any one property.~~
- ~~3. In areas designated on the comprehensive plan for urban growth, permits shall not be issued for any surface improvement or paving on the street right of way between driveway approaches unless a concrete curb or other physical obstruction, of a design satisfactory to the County Road Department, is constructed and maintained by the applicant along his property line, so that the entrance and exit of vehicles to and from the applicant's property will be restricted to the established driveway approaches. Pursuant to the permit provided for in DCC 12.28, the applicant may surface the driveway approaches or other areas within the right of way by extending the same type of paving used on the applicant's premises so that it merges with the street pavement, provided the applicant's paving is adequate and suitable for the traffic to be carried; such extended paving between the property line and the street pavement shall be to established grade or other slope fixed by the County Road Department to provide for proper runoff. Such paving between the property line and the street pavement may meet the street pavement at a point ahead of the curb opening in order to provide for safe deceleration of vehicles turning into the applicant's premises. If the applicant's paving is extended beyond the property line into a street right of way at an intersection or crossroad, the County Road Department may require applicant to construct a suitable traffic island or curb to provide for the protection of such County facilities as may be necessary.~~

HISTORY

Adopted by Ord. 203-6 §9 on 10/1/1975

Amended by Ord. 95-035 §1 on 5/17/1995

Amended by Ord. 2011-026 §4 on 1/30/2012

12.28.120 Commercial and Industrial Driveway Approaches

A. Width (measured at the right of way boundary)

1. Minimum Width, 20 feet;
2. Maximum Width, 35 feet.

B. Spacing

1. Commercial and industrial driveway approaches shall be separated by at least the following distances from other driveway approaches and/or road intersections (measured between driveway/roadway centerlines):
 - a. Arterial road frontage, 500 feet;
 - b. Collector road frontage, 300 feet;

c. Local road frontage, 100 feet.

C. Maximum Number of Approaches

1. No more than two commercial or industrial driveway approaches shall be permitted per parcel frontage.

D. Additional Considerations

1. When deemed necessary by the Director, an applicant for a commercial driveway access may be required to submit a Traffic Impact Analysis (TIA) pursuant to DCC 18.116.310 and to construct mitigation measures, such as turn lanes and traffic control devices, as recommended in an approved TIA.

12.28.130 Agricultural Driveway Approaches (Field Access)

A. Width (measured at the right-of-way boundary)

1. Minimum Width, 12 feet;
2. Maximum Width, 14 feet.

A.B. Maximum Number of Approaches – No more than one field access approach per 200 feet of road frontage shall be permitted per parcel.

12.28.140 Drainage

A. Driveways and driveway approaches shall be constructed in such a manner so that surface water runoff from driveways and driveway approaches does not enter the public right-of-way.

B. Where culverts are required for driveway approaches, the minimum pipe size shall be 12 inches in diameter.

12.28.130-150 Construction Details

Driveway approaches shall be constructed in accordance with standard drawings as determined by the Director.

1. All driveway approaches between the curblin and the property line shall be constructed of Portland cement concrete proportioned to the satisfaction of the County Road Department, except as provided in DCC 12.28.120. The concrete of the driveway approach, including the sidewalk section, shall be at least six inches thick for residential approaches and at least six inches thick for commercial approaches.
2. The sidewalk section of the driveway approach shall be finished and scored as specified by the County Road Department, except as provided in DCC 12.28.120. Apron and end slope areas of the driveway approach shall be finished, after troweling smooth and scoring, with a fiber push-broom drawn over the surface parallel to the curblin.

HISTORY

Adopted by Ord. [203-6](#) §7 on 10/1/1975

Amended by Ord. [95-035](#) §1 on 5/17/1995

Amended by Ord. [2020-005](#) §1 on 1/1/2021

12.28.140-160 Variances ~~Permitted When~~

The County Road Department is authorized to grant, in writing, variances from the regulations and requirements of DCC 12.28, provided it first determines that the following conditions are present:

1. The variance requested arises from peculiar physical conditions not ordinarily existing in similar districts in the County, or is due to the nature of the business or operation upon the applicant's property;
2. That the variance requested is not against the public interest, particularly safety, convenience and general welfare;
3. That the granting of the permit for the variance will not adversely affect the rights of adjacent property owners or tenants; and
4. That the terms of DCC 12.28 will work unnecessary hardship upon the applicant, property owner or tenant.

HISTORY

Adopted by Ord. [203-6](#) §11 on 10/1/1975

Amended by Ord. [95-035](#) §1 on 5/17/1995

12.28.150-170 Violation; Civil Remedies

In case a driveway or driveway approach is constructed or proposed to be constructed, maintained, repaired, altered or used in violation of DCC 12.28, such violation shall constitute a ~~nuisance~~nuisance, and the County may institute legal proceedings to prevent, enjoin, temporarily or permanently abate, remove or correct the nuisance.

HISTORY

Adopted by Ord. [203-6](#) §14 on 10/1/1975

Amended by Ord. [95-035](#) §1 on 5/17/1995

12.28.160-180 Violation

Violation of any provision of DCC 12.28 is a Class B violation.

HISTORY

Adopted by Ord. [203-6](#) §13 on 10/1/1975

Amended by Ord. [83-015](#) §1 on 2/23/1983

Amended by Ord. [95-035](#) §1 on 5/17/1995

Amended by Ord. [2003-021](#) §26 on 4/9/2003



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: Spay & Neuter Grant Requests

RECOMMENDED MOTION:

Board determines allocations of grant funds

BACKGROUND AND POLICY IMPLICATIONS:

Historically, Deschutes County has offered a yearly Spay & Neuter Grant Program. The grant utilizes funds from dog license contributions and has previously been included in supplemental funding by the general fund. In 2023 the BOCC opted to change the grant fund from a 1-year grant cycle to a 2-year grant cycle to see if the grant program could become more sustainable from dog license contributions.

As of May 2025, the dog license contribution fund has a balance of \$4,572. The fund budgeted for and anticipates having available \$5,000 for grants in Fiscal Year 2025. The following grant requests were received:

Organization	Request
Brightside Animal Center	\$1,500
Council on Aging of Central Oregon	\$1,000
Ember's Wildflower Animal Sanctuary and Bunny Rescue	\$1,000
Furry Friends Foundation	\$1,500
Humane Society of Central Oregon	\$2,000
Street Dog Hero	\$2,000
FY 25 Total Requested Amount	\$9,000

BUDGET IMPACTS:

The Spay & Neuter Grant Program has \$5,000 budgeted for FY 25.

ATTENDANCE:

Jen Patterson, Strategic Initiatives Manager



Spay & Neuter Grants

Fiscal Year 2025



Spay & Neuter Grant Program Summary Request – FY 25

Organization	Request
Brightside Animal Center	\$1,500
Council on Aging of Central Oregon	\$1,000
Ember's Wildflower Animal Sanctuary and Bunny Rescue	\$1,000
Furry Friends Foundation	\$1,500
Humane Society of Central Oregon	\$2,000
Street Dog Hero	\$2,000
FY 25 Total Requested Amount	\$9,000
FY 25 Funds Available	\$5,000



BOARD OF COMMISSIONERS

SPAY & NEUTER GRANT PROGRAM

Organization: Brightside Animal Center

Project:

The grant funding toward our spay and neuter program will allow us to provide more surgeries. This will allow us to prepare more animals for adoption, prevent more litters of dogs and cats, and place animals into loving homes.

Estimated impact/cost:

On average, including the cost of relief veterinarians, drugs, and other surgical supplies, it costs BrightSide about \$7 per cat neuter, \$23 per cat spay, \$40 per dog neuter, and \$50 per dog spay. Any funding to help off-set the expense of these surgeries is desperately needed. We're requesting funding in the amount of \$1,500 to put toward the direct costs of these surgeries.

Grant Requested: \$1,500

S&N Grants awarded in past five years:

2020	\$2,317
2021	\$2,373

Spay and Neuter Grant Program Application

Items with a red asterisk are required fields. Deschutes County, Oregon Applicants Only.



Before you Begin - Requirements

To ensure all the requirements are met prior to filling-out this form, please read the information provided on the [Deschutes County Grant web page here](#).

If you have any questions, please contact: grants@deschutes.org.

Applicant Information

Name of Applicant/Organization *

BrightSide Animal Center

Street Address/PO Box *

1355 NE Hemlock Ave

City *

Redmond

State

Oregon

Zip Code *

97756

Contact Name *

Paige Kidd

E-mail Address *

pkidd@brightsideanimals.org

Telephone Number *

5412336277

Website

<https://brightsideanimals.org/>

Project Information

Amount Requested up to \$2000.00 *

\$1,500.00

Organization History Description *

Since 1987, BrightSide Animal Center (formerly the Humane Society of Redmond) has served part of Deschutes County and has taken over the law enforcement part of the Jefferson County contract. BrightSide shelters, rehabilitates, and adopts cats and dogs to loving families.

Describe the history of your organization.

Organization Mission Description *

BrightSide is a high-save shelter dedicated to providing sheltering, placement and prevention services to reduce animal homelessness and unnecessary euthanasia.

State the mission of your organization.

Organization Leadership Structure *

BrightSide has a governing board of directors made up of seven board members including the board president, vice president, treasurer. The board of directors meets monthly and works closely with BrightSide's Executive Director, Taylor Campbell. They guide the organization and make decisions to ensure BrightSide is furthering our mission and making the biggest impact. Additionally we have our medical manager who oversees every animal's medical care including the spay and neuter surgeries and recovery.

Organization Primary Activities *

The primary activities of BrightSide Animal Center are to rescue, rehabilitate, and adopt cats and dogs into loving homes. All of our animals are behaviorally assessed and medically cleared before adoption. BrightSide has programs to support pet owners in the community including our pet food pantry which provides free pet food to those who are unable to afford to purchase food for their animals due to financial insecurity.

Describe the primary activities conducted by your organization.

Program / Project Description *

Like many animal welfare organizations, BrightSide has seen an increased demand for help with animals in the communities we serve. We have a long history of ensuring all animals that are welcomed into our program are spayed/neutered and vaccinated before adoption. Spaying, neutering, and vaccinating are all crucial in keeping the dog and cat population in our area safe and healthy. In 2024 BrightSide welcomed over 1,300 animals into our program. Last year BrightSide performed 142 dog neuters, 128 dog spays, 200 cat neuters, and 224 cat spays. This year we're anticipating to take in even more animals who will need to be spayed and neutered. On average, including the cost of relief veterinarians, drugs, and other surgical supplies, it costs BrightSide about \$7 per cat neuter, \$23 per cat spay, \$40 per dog neuter, and \$50 per dog spay. Any funding to help off-set the expense of these surgeries is desperately needed. We're requesting funding in the amount of \$1,500 to put toward the direct costs of these surgeries.

Describe the specific program, project, or activity that a Spay and Neuter Grant would support if awarded.

Program / Project Positive Impacts *

With the number of surgeries BrightSide performed last year, we've prevented thousands of possible unplanned litters. Spaying and neutering is one of the most effective ways to keep population levels stable and to help ease the burden on our shelter system. At BrightSide we believe anyone who is able to provide a safe, loving home for an animal should be able to adopt. Making sure the animal receives vetting, and having the animals already spayed and neutered before adoption, eases the financial burden on adopters and helps remove barriers to finding these animals homes. Even with low cost spay and neuter clinics becoming more available, these surgeries can cost pet owners \$200+. This is a cost many who are experiencing financial instability can't afford and will not take their pet in to get spayed and neutered. With BrightSide continuing to make sure every animal we adopt out is spayed and neutered, we expect to see increased adoptions, fewer barriers to adoption, a healthier pet population, and fewer unplanned litters of cats and dogs. This will keep future animals out of the shelter system and ensure we're doing our part to get the animal welfare crisis we're experiencing under control.

Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.

Program / Project Outcomes *

The grant funding toward our spay and neuter program will allow us to provide more surgeries. This will allow us to prepare more animals for adoption, prevent more litters of dogs and cats, and place animals into loving homes.

Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

To be considered for the grant, the following documents are required for file upload below:

- **Proof of 501 (c)(3) Status**
- **Operating Budget Specific to Funds Requested**
- **Financial Statement that shows actual revenue and expenditures from Past 12-month Period**

Document File Upload *

Medical Expense Operating Budget.pdf	43.35KB
Profit Loss 2024 (3).pdf	38.9KB

Please the three files required above. PDF format desired. Other file formats supported: pdf,png,jpg,jpeg,gif,bmp,rtf,doc,docx. 25mb file limit.



**BOARD OF
COMMISSIONERS**

SPAY & NEUTER GRANT PROGRAM

Organization: Council on Aging of Central Oregon

Project:

The Council on Aging of Central Oregon seeks funding to support a Spay & Neuter initiative as an extension of its Pet Pals program, which provides free pet food, supplies, and basic veterinary care to homebound older adults receiving Meals on Wheels.

Estimated impact/cost:

The Council on Aging of Central Oregon’s Pet Pals program has made significant strides in supporting seniors and their pets across the region. Since the program’s official launch in 2022, we have expanded from providing pet food and supplies in Bend to providing pet food, supplies, and basic veterinary care to clients across the tri-county. Here are key statistics that highlight the reach and impact of the program: We currently have 152 clients with 224 pets enrolled in the program. 115 of those clients and 170 of the pets reside in Deschutes County. In the last 12 months, we distributed over \$46,000 worth of pet food and supplies to Meals on Wheels clients. In the past year, we have provided 126 free veterinary appointments through our partnerships with FIXbend, Wickiup Animal Hospital and the Humane Society of Central Oregon. We covered \$13,000+ in veterinary fees for wellness checks, vaccines, microchips, nail trims, and spay/neuters

Grant Requested: \$1,000

S&N Grants awarded in past five years:

2021	\$1,735
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Spay and Neuter Grant Program Application

Items with a red asterisk are required fields. Deschutes County, Oregon Applicants Only.



Before you Begin - Requirements

To ensure all the requirements are met prior to filling-out this form, please read the information provided on the [Deschutes County Grant web page here](#).

If you have any questions, please contact: grants@deschutes.org.

Applicant Information

Name of Applicant/Organization *

Council on Aging of Central Oregon

Street Address/PO Box *

1036 NE 5th St

City *

Bend

State

Oregon

Zip Code *

97701

Contact Name *

Cynthia Jurgensen

E-mail Address *

cjurgensen@councilonaging.org

Telephone Number *

5413230604

Website

Project Information

Amount Requested up to \$2000.00 *

\$1,000.00

Organization History Description *

The Council on Aging of Central Oregon has been supporting older adults since 1975, helping seniors in Deschutes, Jefferson, and Crook counties stay healthy, independent, and connected. From the start, the Council has focused on meeting the needs of a growing senior population with services like Meals on Wheels, caregiver support, Medicare counseling, and advocacy.

The Council on Aging began delivering pet food and supplies to homebound older adults in 2015, recognizing that pets are family, too. The program expanded significantly in 2022 with the hiring of a dedicated program manager and the launch of a veterinary assistance component. It quickly grew to serve older adults in La Pine and Sisters, and now reaches clients in Crook and Jefferson counties as well. Over the decades, the Council has adapted and expanded to serve thousands of older adults, especially during the pandemic, ensuring seniors have access to meals, resources, and a caring community.

Describe the history of your organization.

Organization Mission Description *

To support all Central Oregonians to age well wherever and however they choose. We empower, advocate for, and provide services to community members and their loved ones.

Organization Leadership Structure*

The Council on Aging of Central Oregon is governed by a volunteer Board of Directors representing healthcare, law, finance, nonprofit leadership, and community advocacy. The Board provides strategic oversight, fiscal accountability, and policy guidance to advance the agency's mission in Deschutes, Jefferson, and Crook counties. The Executive Director partners with the Board to align programs with strategic goals and represents the organization to partners, funders, and local stakeholders.

Supporting the Executive Director is a Leadership Team made up of senior staff overseeing critical program areas such as nutrition services, volunteer coordination, caregiver support, case management, and administrative operations including finance, development, and communications.

Service delivery is powered by a dedicated workforce of professional staff and over 700 community volunteers, who together ensure the provision of Meals on Wheels, congregate dining, caregiver support, Medicare counseling, Pet Pals, and other essential services to older adults throughout Central Oregon. The Pet Pals program has a dedicated part time employee who works in tandem with the Director of Communications and Programming and a team of 30 volunteers.

This leadership structure fosters effective governance, operational excellence, and community engagement, ensuring the organization remains responsive to the evolving needs of the region's growing senior population.

Describe the leadership and structure of your organization.

Organization Primary Activities*

The Council on Aging of Central Oregon's primary activities include providing nutrition services through Meals on Wheels home-delivered meals and community dining sites offering nutritious meals and social engagement. The organization offers caregiver support by providing resources, education, and respite services to family caregivers of older adults. Through information and assistance, the Council helps seniors and their families navigate resources such as housing, transportation, healthcare, and legal aid.

Additionally, the Council provides Medicare counseling through certified SHIBA counselors who offer personalized assistance with Medicare enrollment, plan selection, and benefits. The Pet Pals program delivers free pet food and supplies on a monthly basis to Meals on Wheels clients across the tri-county, helping older adults care for their companion animals. It also offers free basic veterinary care and oversees the logistics of getting homebound clients and their animals into the clinics. The organization also offers health and wellness programs including evidence-based classes that promote physical health, fall prevention, and chronic disease management.

Volunteer engagement is a core activity, involving the recruitment, training, and coordination of volunteers to support meal delivery, companionship, special events, and other services. Finally, the Council leads advocacy and community education efforts to promote awareness and advance the rights and needs of older adults at the local and state levels.

Describe the primary activities conducted by your organization.

Program / Project Description*

The Council on Aging of Central Oregon seeks funding to support a Spay & Neuter initiative as an extension of its Pet Pals program, which provides free pet food, supplies, and basic veterinary care to homebound older adults receiving Meals on Wheels.

Funding from the Deschutes County Discretionary Grant will provide five free spay or neuter procedures for the companion animals of eligible Meals on Wheels clients, helping to remove financial and logistical barriers to veterinary care. In partnership with FIXbend, who offers these services at a discounted average rate of \$160 per procedure, this initiative supports pet health and longevity, prevents unwanted litters, and reduces the emotional and financial strain on older adults.

Our commitment to a holistic approach extends beyond covering the cost of care. We coordinate transportation to appointments, maintain up-to-date veterinary records, and follow up with pet owners to ensure a smooth recovery process.

By supporting the human-animal bond that is so vital to older adults' emotional well-being, the Council is helping both seniors and their beloved pets thrive safely and sustainably together.

Describe the specific program, project, or activity that a Spay and Neuter Grant would support if awarded.

Program / Project Positive Impacts*

The Spay & Neuter initiative will have significant impacts on both older adults and their companion animals. By removing the cost barrier to veterinary care, the program promotes healthier, longer lives for pets, reducing the risk of reproductive-related diseases and unwanted litters. This reduces the emotional and financial burden on seniors who may be unable to afford unexpected veterinary costs or care for additional animals.

For older adults, ensuring their pet's health provides peace of mind, emotional stability, and companionship, which are critical for reducing loneliness, depression, and isolation—common challenges among homebound seniors. By helping seniors keep their pets healthy and at home, the program supports their ability to age in place safely and with dignity.

The initiative also contributes to community-wide benefits by reducing stray animal populations and easing the strain on local shelters and rescue organizations.

Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter p

Program / Project Outcomes *

The Council on Aging of Central Oregon's Pet Pals program has made significant strides in supporting seniors and their pets across the region. Since the program's official launch in 2022, we have expanded from providing pet food and supplies in Bend to providing pet food, supplies, and basic veterinary care to clients across the tri-county. Here are key statistics that highlight the reach and impact of the program: We currently have 152 clients with 224 pets enrolled in the program. 115 of those clients and 170 of the pets reside in Deschutes County. In the last 12 months, we distributed over \$46,000 worth of pet food and supplies to Meals on Wheels clients. We average 81 orders per month. Each delivery offers a valuable opportunity to connect with the client, providing a moment of personal interaction that helps reduce feelings of isolation. In the past year, we have provided 126 free veterinary appointments through our partnerships with FIXbend, Wickiup Animal Hospital and the Humane Society of Central ORegon. We covered \$13,000+ in veterinary fees for wellness checks, vaccines, microchips, nail trims, and spay/neuters

Client Testimonials

Janet S. shared that her cat, Bob, seemed revitalized after a wellness check: "I feel blessed by this program."
"I would like to express my heartfelt appreciation to Pet Pals. My Bubbles, the apple of my life is chipped so I don't have to worry about her not coming home if she gets lost. It was absolutely free and everyone is so nice. It takes the worry you might have and shines a light on it. She also gets her nails trimmed and keeps up with her vaccinations at the wellness clinics. They are here for me, you, and all our fur babies. I appreciate all you have done for us. Thanks!" Rachel M.

Community Partnerships: Pet Pals collaborates with several organizations to deliver its : services:

FIXBend: A program of the Rawley Project, offering veterinary care in Bend.

Wickiup Animal Hospital: Providing discounted veterinary services in La Pine

Humane Society of Central Oregon: Providing in-home veterinary care to clients in Madras and Prineville

In summary, the Pet Pals program is vital to the well-being of older adults, providing essential emotional support and companionship through their beloved pets. The Council on Aging of Central Oregon recognizes the powerful bond between seniors and their animals and is dedicated to ensuring that no senior has to choose between caring for themselves and caring for their pet.

Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

To be considered for the grant, the following documents are required for file upload below:

- **Proof of 501 (c)(3) Status**
- **Operating Budget Specific to Funds Requested**
- **Financial Statement that shows actual revenue and expenditures from Past 12-month Period**

Document File Upload *

COA-IRS Determination.pdf	387.5KB
CoA Pet Pals FY26.pdf	95.2KB
CoA Rev & Exp 3.31.25.pdf	170.14KB
CoA CIR 2024 r1.pdf	4.44MB
CoA Pet Pals info.pdf	3.22MB

Please the three files required above. PDF format desired. Other file formats supported: pdf,png,jpg,jpeg,gif,bmp,rtf,doc,docx. 25mb file limit.



BOARD OF
COMMISSIONERS

SPAY & NEUTER GRANT PROGRAM

Organization: Ember’s Wildflower Animal Sanctuary and Bunny Rescue

Project:

Spay & neuter funds are always needed and necessary to ensure each bunny taken in by Ember's is altered. Bunnies need to be altered in order for them to stop procreation and the problems can that ensue (too many unwanted bunnies), to regulate hormones for better personalities and happier bunnies, and in females it's most important since unaltered females have a much higher rate of cancer.

Estimated impact/cost:

As of May 5, 2025, the number of bunnies taken in total 372. We’ve paid for spay or neuter of 250 bunnies, adopted out 276 bunnies and have 51 currently in our care and available. Our donation support has increased, although there are always more vet bills and supplies needed. Donations will be used for hay, food pellets, bedding pellets, necessary medicine and vet bills which include spay/neuter, vaccination & microchip, teeth trim/removal and any other ailments.

Grant Requested: \$1,000

S&N Grants awarded in past five years:

2021	\$1,580
2022	\$2,032
2023	\$2,394

Spay and Neuter Grant Program Application

Items with a red asterisk are required fields. Deschutes County, Oregon Applicants Only.



Before you Begin - Requirements

To ensure all the requirements are met prior to filling-out this form, please read the information provided on the [Deschutes County Grant web page here](#).

If you have any questions, please contact: grants@deschutes.org.

Applicant Information

Name of Applicant/Organization *

Ember's Wildflower Animal Sanctuary and Bunny Rescue

Street Address/PO Box *

2584 SW 58th Street

City *

Redmond

State

Oregon

Zip Code *

97756

Contact Name *

Lindsey Provost

E-mail Address *

wildflowerbunnylove@gmail.com

Telephone Number *

5414199173

Website

<http://emberswildflower.org/>

Project Information

Amount Requested up to \$2000.00 *

\$1,000.00

Organization History Description *

In April 2015, our Founder/President Lindsey was given Ember, her first bunny, as a gift the day before Easter. He showed her how special bunnies are and inspired her to save as many as she could. She soon learned bunnies are the 3rd most abandoned pet and decided to help.

We are Ember's Wildflower Animal Sanctuary and Bunny Rescue in Redmond, OR a registered Oregon 501(c)(3) nonprofit organization and rely solely on donations. As the only bunny rescue in Central Oregon, we've been actively rescuing since January 2019. As of May 5, 2025, the number of bunnies taken in totals 372. We've paid for spay or neuter of 250 bunnies, adopted out 276 bunnies and have 51 currently in our care and available. Our donation support has increased, although there are always more vet bills and supplies needed. Donations will be used for hay, food pellets, bedding pellets, necessary medicine and vet bills which include spay/neuter, vaccination & microchip, teeth trim/removal and any other ailments.

Describe the history of your organization.

Organization Mission Description *

Our mission is to provide rescue and sanctuary to abandoned and unwanted domestic bunnies; to spay/neuter, vaccinate, provide care, and prepare them to be adopted into loving homes through socialization and training. To provide education and resources for current and future bunny owners and reduce cycles of surrendering unwanted animals by carefully reviewing potential adopters and ensuring good matches of humans and companion animals. For bunnies whose medical needs preclude them from adoption, we will provide lifelong sanctuary.

Our vision is for all domestic bunnies to live a long, safe, and happy life, with dignity and respect, free of homelessness and neglect. Ember's embraces compassion and kindness for all animals while cultivating awareness of the specific need for bunny rescue both locally and throughout the region.

State the mission of your organization.

Organization Leadership Structure *

Ember's Wildflower Board is comprised of:

President/Founder - Lindsey Provost

Treasurer - Cindy Hamlin

Secretary - Lorraine Murray

Volunteer Coordinator - Taryn Reynolds

Member-at-Large - Kristy Kwan

Member-at-Large - Jenee Mohler

Describe the leadership and structure of your organization.

Organization Primary Activities *

The primary activities of Ember's Wildflower are housing and feeding of current bunnies at our rescue barn, providing spay/neuter, RHDV2 vaccination, microchipping and any necessary medical needs. Bunnies are socialized through daily Volunteer cleaners and being let out to play in our enclosed play area. When we have room, we take in newly surrendered domestic bunnies for all different reasons (i.e., loss of housing, allergies, dumped/found bunnies). We have Foster families that take in surrendered bunnies during the quarantine period for RHDV2 vaccine, and we have a waitlist at all times.

Describe the primary activities conducted by your organization.

Program / Project Description *

Spay & neuter funds are always needed and necessary to ensure each bunny taken in by Ember's is altered. Bunnies need to be altered in order for them to stop procreation and the problems can that ensue (too many unwanted bunnies), to regulate hormones for better personalities and happier bunnies, and in females it's most important since unaltered females have a much higher rate of cancer.

Describe the specific program, project, or activity that a Spay and Neuter Grant would support if awarded.

Program / Project Positive Impacts *

Inclusive of the Program / Project Description above, receiving spay/neuter grant funds will positively impact Ember's Wildflower annual budget which relies solely on Grant funds and donations. We work tirelessly throughout the year to fundraise for our monthly/annual needs including hay, food pellets, litter pellets, utilities to keep bunnies warm and cool and any and all medical bills (spay/neuter, RHDV2 vaccine, tooth trims, surgeries and medication needed).

Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.

Program / Project Outcomes *

Happy, healthy bunnies that can live their lives free of cancer and leveling their hormones which gives them the possibility of bonding with another bunny to become even happier, all while creating less unwanted bunnies in our community and surrounding areas.

Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

To be considered for the grant, the following documents are required for file upload below:

- **Proof of 501 (c)(3) Status**
- **Operating Budget Specific to Funds Requested**
- **Financial Statement that shows actual revenue and expenditures from Past 12-month Period**

Document File Upload *

2 501c3 IRS Letter.pdf

936.72KB

172.7KB

2025 Ember's Spay Neuter expenses.pdf

Ember's 2024 Mission Budget.pdf

255.78KB



**BOARD OF
COMMISSIONERS**

SPAY & NEUTER GRANT PROGRAM

Organization: Furry Friends Foundation

Project:

"The Fix is FREE"

We will continue our successful spay/neuter program through 2025 with the campaign title of "The Fix is Free." The campaign will continue to be marketed through free announcements in the local newspaper, and limited free newspaper advertising. It will also be promoted heavily through social media. Further promotion will include flyers attached to the pet food bags distributed at the pet food bank.

Estimated impact/cost:

Continuing this program aids us in sponsoring free spay/neuter surgeries to families primarily in the Sisters' community. An important part of the campaign is to educate and emphasize that an altered pet is a healthier pet. We also facilitate the trapping of feral cats in the Sisters' area and sponsor their spay/neuter surgeries. Furry Friends is the only pet-related nonprofit in the Sisters area offering these services. In 2024 we sponsored 79 surgeries with a total cost of \$10,519 and estimate 80 surgeries for this year. And, most importantly this grant will help families to keep their pets healthy, in their homes, and out of the crowded Central Oregon shelters.

Grant Requested: \$1,500

S&N Grants awarded in past five years:

2020	\$2,431
2021	\$2,434
2022	\$2,123
2023	\$2,428

Spay and Neuter Grant Program Application

Items with a red asterisk are required fields. Deschutes County, Oregon Applicants Only.



Before you Begin - Requirements

To ensure all the requirements are met prior to filling-out this form, please read the information provided on the [Deschutes County Grant web page here](#).

If you have any questions, please contact: grants@deschutes.org.

Applicant Information

Name of Applicant/Organization *

Furry Friends Foundation, Inc.

Street Address/PO Box *

412 E. Main Ste. 4, PO Box 1175

City *

Sisters

State

Oregon

Zip Code *

97759

Contact Name *

Kiki Dolson

E-mail Address *

info@furryfriendsfoundation.org

Telephone Number *

541-797-4023

Website

<https://furryfriendsfoundation.org/>

Project Information

Amount Requested up to \$2000.00 *

\$1,500.00

Organization History Description *

Furry Friends first began in 1992 as the Furry Friends Holiday Pet Food Drive. It was held in partnership with the Sisters Kiwanis Club and Sisters-Camp Sherman Fire Department. Then, in March of 2012 Furry Friends expanded its pet food distribution and spay/neuter/vaccine sponsorship services to a year-round program and became a 501(c)(3) organization known formally as Furry Friends Foundation, Inc. Approximately 87% of the yearly budget for 2024 went towards the purchase of pet food, pet supplies, free spay/neuter surgeries and vaccinations and veterinary assistance, 13% was spent on administrative expenses, including rent, phone and insurance.

Describe the history of your organization.

Organization Mission Description *

We are dedicated to improving the welfare of pets in the Sisters Oregon community. It is our mission to help pets stay healthy and remain in their homes through sponsorship of free spay/neuter surgeries, operating a pet food bank, and by offering monetary assistance for pet wellness and emergency veterinary needs to low-income families, seniors on fixed incomes and families experiencing financial hardship.

State the mission of your organization.

Organization Leadership Structure *

Our focus is the area encompassing a 10-mile radius within the Sisters School District; that has an estimated population of 10,000+. There is a core group of approximately 15 volunteers. The board consists of three members, they are founder Kiki Dolson and volunteers Sandy Strader and Jeannie Sandeck. Furry Friends Foundation is run entirely by volunteers, no individual is paid a salary for his or her time.

Furry Friends Foundation distributes pet food every Thursday. Families are eligible to pick up pet food and other pet supplies once a month. The pet food bank is open by appointment with clients able to call for assistance 7 days a week. We offer pet food delivery services to seniors and those who are disabled. An estimated 40% of the clients we serve are seniors living on a fixed income. Completed applications are required to qualify for the pet food bank, free spay/neuter and vaccination sponsorships, wellness services and veterinary assistance. Though we prioritize requests from the Sisters area, we also receive and approve requests for free spay/neuter sponsorships from Redmond and Bend as funds allows.

Describe the leadership and structure of your organization.

Organization Primary Activities *

a. Free Spay & Neuter sponsorships. To request sponsorship, individuals fill out and sign our application form, including contact information and pet details. We have a partnership with the Rawley Project's FIXbend program where surgeries are performed at their monthly clinics. We register the individual's dog or cat with Fi prior to the registration becoming open to the public. In that way we are assured of appointments for our clients as the clinics fill up quickly.

Vaccinations can also be sponsored at that time. The Rawley Project then bills Furry Friends Foundation for the surgery and services. We also offer partial sponsorships for cats through our partnership with SnipCentral located in Redmond. We pay approximately 75% of that cost (the same dollar amount we would pay to FIXbend) and the client pays the remaining balance. This program gives the client more scheduling flexibility.

b. Vaccinations: We sponsor vaccinations primarily through the FIXbend low-cost monthly vaccine clinics. Often the only thing keeping a family from licensing their dog is the expense of the rabies vaccine. So by sponsorship, Furry Friends paves the way for them to license their pet.

c. Furry Friends Pet Food Bank: The pet food bank distributes approximately 2.5+ tons of pet food monthly. The pet food bank also distributes many needed pet supplies including but not limited to leashes, harnesses, collars, coats, booties, toys, grooming supplies, bowls, litter, beds and kennels. There are kennels to borrow for transport to spay/neuter clinics along with a Have-A-Heart trap for feral cats.

d. Financial Veterinary Assistance: The family fills out an application form requesting veterinary assistance for their pet. Applications are evaluated on a case-by-case basis as funds are limited. Based on that evaluation the level of sponsorship is determined. We begin with a \$150 cap to cover the exam and any prescription medicine. After the first visit we re-evaluate the level of sponsorship based on the pet's needs and family's ability to pay.

e. Pet euthanasia: During this difficult time Furry Friends is able to sponsor pet euthanasia for families unable to pay.

f. Misc. services: Furry friends sees many individual requests year 'round for a large variety of pet supplies, prescription or allergy diet pet food, to lost-and-found pet listings posted on our social media pages. We work with several Central Oregon pet-related nonprofit groups to facilitate adoption and release of ownership.

Describe the primary activities conducted by your organization.

Program / Project Description *

"The Fix is FREE"

We will continue our successful spay/neuter program though 2025 with the campaign title of "The Fix is Free." The campaign will continue to be marketed through free announcements in the local newspaper, and limited free newspaper advertising. It will also be promoted heavily through social media. Further promotion will include flyers attached to the pet food bags distributed at the pet food bank.

Describe the specific program, project, or activity that a Spay and Neuter Grant would support if awarded.

Program / Project Positive Impacts *

Continuing this program aids us in sponsoring free spay/neuter surgeries to families primarily in the Sisters' community. An important part of the campaign is to educate and emphasize that an altered pet is a healthier pet. We also facilitate the trapping of feral cats in the Sisters' area and sponsor their spay/neuter surgeries. Furry Friends is the only pet-related nonprofit in the Sisters area offering these services.

Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.

Program / Project Outcomes *

We are confident we can continue to aid the Sisters' community by reducing the numbers of unwanted and unplanned cat and dog surrenders. In 2024 we sponsored 79 surgeries with a total cost of \$10,519. and estimate 80 surgeries for this year. And, most importantly this grant will help families to keep their pets healthy, in their homes, and out of the crowded Central Oregon shelters.

Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

To be considered for the grant, the following documents are required for file upload below:

- **Proof of 501 (c)(3) Status**
- **Operating Budget Specific to Funds Requested**
- **Financial Statement that shows actual revenue and expenditures from Past 12-month Period**



BOARD OF COMMISSIONERS

SPAY & NEUTER GRANT PROGRAM

Organization: Humane Society of Central Oregon

Project:

If awarded, the spay and neuter grant would support the Humane Society of Central Oregon's Veterinary Outreach Program. The Veterinary Outreach Program provides free and low cost veterinary care, including spay and neuter, to underserved families in Deschutes County. By utilizing our mobile veterinary clinic and veterinarians we are able to go straight to the communities that need us the most and provide basic veterinary care and spay and neuter surgeries on site.

Estimated impact/cost:

The anticipated outcomes for this project will be increased access to veterinary care for families and decreased shelter intake in targeted areas for our program. Another significant benefit is the potential for reduced calls on Deschutes County law enforcement and animal control officers. We will measure success by tracking the animals served, specific locations of families seeking services, and overall shelter intakes.

Grant Requested: \$2,000

S&N Grants awarded in past five years:

2020	\$2,569
2021	\$2,519
2022	\$2,424

Spay and Neuter Grant Program Application

Items with a red asterisk are required fields. Deschutes County, Oregon Applicants Only.



Before you Begin - Requirements

To ensure all the requirements are met prior to filling-out this form, please read the information provided on the [Deschutes County Grant web page here](#).

If you have any questions, please contact: grants@deschutes.org.

Applicant Information

Name of Applicant/Organization *

Humane Society of Central Oregon

Street Address/PO Box *

61170 SE 27th St

City *

Bend

State

Oregon

Zip Code *

97702

Contact Name *

Amber Kostoff

E-mail Address *

amber@hsco.org

Telephone Number *

541-588-4708

Website

www.hsco.org

Project Information

Amount Requested up to \$2000.00 *

\$2,000.00

Organization History Description *

The Humane Society of Central Oregon has been serving the communities of central Oregon since 1960. Originally founded by a small group of dedicated volunteers to provide care and adoption services for lost, abandoned, and unwanted pets, HSCO has grown into a vibrant animal welfare organization offering a full spectrum of services. Over time, we have moved locations several times, but our work and service to Deschutes County and beyond has remained constant.

HSCO contracts with both Deschutes County and the City of Bend to provide animal impound services and we receive lost and surrendered animals directly from the public. Each year, we facilitate over a thousand adoptions of animals into loving families and we reunite lost animals with their owners whenever possible.

Over time, we have grown to meet the needs of our expanding community by incorporating additional programming, beyond basic animal shelter services. These programs focus on providing vital services to keep pets from having to enter the shelter in the first place. This includes, free pet food, wellness and vaccination services, microchipping, and of course spay/neuter for owned pets.

Pets deeply enrich the lives of their human family members. By providing progressive, accessible, and judgement free animal care, we are able to create a safer and more humane community for pets and people in Central Oregon.

Describe the history of your organization.

Organization Mission Description *

HSCO is on a mission to strengthen the human-animal bond by advocating and compassionately caring for animals.

State the mission of your organization.

Organization Leadership Structure *

Our organization is lead by a governing Board of Directors, made up of nine volunteers local to Central Oregon who care greatly about pets and their people. There is a robust professional staff within HSCO, including an Executive Director with over a decade of experience in animal welfare. The ED oversees a leadership team of paid staff members, including two veterinarians who provide direct care to shelter animals as well as spay/neuter for owned animals.

Describe the leadership and structure of your organization.

Organization Primary Activities *

HSCO is a progressive animal welfare organization offering shelter services to Central Oregon. We employ both paid staff and volunteers to provide excellent care (veterinary and otherwise) to all shelter animals, as well as robust care for owned animals in need of services. Additional activities include: lost and found services for pets, community pet food bank, volunteer activities, fundraising and community events, partnerships with other animal welfare organizations.

Describe the primary activities conducted by your organization.

Program / Project Description *

If awarded, the spay and neuter grant would support the Humane Society of Central Oregon's Veterinary Outreach Program. The Veterinary Outreach Program provides free and low cost veterinary care, including spay and neuter, to underserved families in Deschutes County. By utilizing our mobile veterinary clinic and veterinarians we are able to go straight to the communities that need us the most and provide basic veterinary care and spay and neuter surgeries on site.

These efforts represent a proactive approach to addressing the issue of pet overpopulation in Deschutes County, rather than reacting to the animals when they arrive at our shelter. Ultimately, these efforts will decrease the burden on our shelter and law enforcement officials in responding to lost, abandoned, and surrendered animals. As part of this program, HSCO routinely offers vaccinations for animals at the time of the spay/neuter surgery, which reduces infectious disease an illness among companion animals in the county.

HSCO is uniquely suited to provide spay/neuter services to owned animals with our own staff members, including veterinary staff, rather than needing to work with third-party care providers or contractors.

Describe the specific program, project, or activity that a Spay and Neuter Grant would support if awarded.

Program / Project Positive Impacts *

This program strategically expands accessible veterinary care to communities and families who would not have access to these services due to financial or transportation barriers. Using census data, we have completed an in depth community assessment to help us target the most in need communities in the county. We also utilize our shelter facility to target at-risk animals and their people in order to break the cycle of shelter intakes.

According to both Humane World for Animals and the ASPCA, the top two reasons families cannot access veterinary care is cost and transportation. By utilizing our Mobile Veterinary Clinic to provide, low cost spay/neuter and basic veterinary care in areas adjacent to the areas we are focusing on, we can eliminate both of these barriers.

Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.

Program / Project Outcomes *

The anticipated outcomes for this project will be increased access to veterinary care for families and decreased shelter intake in targeted areas for our program. Another significant benefit is the potential for reduced calls on Deschutes County law enforcement and animal control officers. We will measure success by tracking the animals served, specific locations of families seeking services, and overall shelter intakes.

Ultimately, we hope to see an increase of the amount of inquiries for veterinary care, which will let us know that we are reaching our target audience and that they know about the resources available to them. We will also continue to track overall shelter intakes and the reason for those intakes. Ideally, we will see a decrease in the intake of animals surrenders for medical reasons and/or unintended litters of puppies and kittens.

Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

To be considered for the grant, the following documents are required for file upload below:

- **Proof of 501 (c)(3) Status**
- **Operating Budget Specific to Funds Requested**
- **Financial Statement that shows actual revenue and expenditures from Past 12-month Period**

Document File Upload *

501c3-Tax-Exempt-HSCO.pdf	284.49KB
2024 HSCO Financial Statements FINAL.pdf	278.14KB
Deschutes County Spay-Neuter Grant HSCO 2025.xlsx	14.18KB

Please the three files required above. PDF format desired. Other file formats supported: pdf,png,jpg,jpeg,gif,bmp,rtf,doc,docx. 25mb file limit.



BOARD OF
COMMISSIONERS

SPAY & NEUTER GRANT PROGRAM

Organization: Street Dog Hero

Project:

If awarded, this Spay and Neuter Grant would directly support Street Dog Hero’s local clinic program, an essential part of our Medical Program focused on serving underserved communities within Deschutes County. These targeted clinics provide no-cost or low-cost spay/neuter surgeries and basic veterinary care to pet owners who face barriers related to cost, transportation, or access to veterinary services.

Estimated impact/cost:

The anticipated outcomes of this program include an increase in the number of spay and neuter surgeries provided to Deschutes County pet owners, a reduction in unplanned litters, and broader community awareness around preventive veterinary care. By expanding access to free or low-cost procedures, we aim to reduce pet overpopulation locally and ease the burden on municipal shelters and rescue organizations within the county.

Grant Requested: \$2,000

S&N Grants awarded in past five years:

2023	\$2,643
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Spay and Neuter Grant Program Application

Items with a red asterisk are required fields. Deschutes County, Oregon Applicants Only.



Before you Begin - Requirements

To ensure all the requirements are met prior to filling-out this form, please read the information provided on the [Deschutes County Grant web page here](#).

If you have any questions, please contact: grants@deschutes.org.

Applicant Information

Name of Applicant/Organization *

Street Dog Hero

Street Address/PO Box *

910 SE Wilson Ave, Suite A-1

City *

Bend

State

Oregon

Zip Code *

97702

Contact Name *

Pieter van den Berg

E-mail Address *

pieter@streetdoghero.org

Telephone Number *

5413506007

Website

www.streetdoghero.org

Project Information

Amount Requested up to \$2000.00 *

\$2,000.00

Organization History Description *

Street Dog Hero was founded in 2017 in Bend, Oregon, with a mission to give street dogs around the world a second chance at life. What began as a grassroots effort to rescue dogs from extreme conditions abroad quickly evolved into a robust foster-based rescue and adoption program. Since then, we've saved over 3,600 dogs from neglect, abuse, and hunger, both internationally and here at home.

Recognizing that rescue alone isn't enough, we've also prioritized prevention. Our medical program has provided over 11,100 animals with free or low-cost spay/neuter services and wellness care, helping reduce overpopulation and support underserved communities

Describe the history of your organization.

Organization Mission Description *

Serving dogs in need around the world and their communities through rescue, adoption, wellness, spay/neuter, and education.

State the mission of your organization.

Organization Leadership Structure *

Street Dog Hero is led by a dedicated, hands-on Board of Directors composed of nine members with diverse professional backgrounds. Our Board Chair, Marianne Cox, also serves as Executive Director, ensuring strong alignment between strategic oversight and day-to-day operations.

Marianne is supported by a core leadership team of managers overseeing Development, Medical & Foster Programs, Adoptions, Intake, and Community Engagement. This structure allows for both specialized focus and cross-functional collaboration to deliver high-impact rescue, wellness, and adoption services across our local and international programs.

Describe the leadership and structure of your organization.

Organization Primary Activities *

Street Dog Hero's primary activities include the rescue, rehabilitation, and adoption of dogs in need, whether they're coming from the streets of Mexico, overcrowded shelters in Texas, or right here in Central Oregon. Through domestic and international intake partnerships, we bring dogs into our care and place them in foster homes until they are adopted.

Our work extends beyond rescue. We operate a medical program that provides free or low-cost spay/neuter surgeries, vaccines, and basic wellness care to underserved pet owners who face barriers to veterinary access. We also host adoption events, deliver humane education, and engage in community outreach to promote responsible pet ownership and reduce overpopulation at its root.

Describe the primary activities conducted by your organization.

Program / Project Description *

If awarded, this Spay and Neuter Grant would directly support Street Dog Hero's local clinic program, an essential part of our Medical Program focused on serving underserved communities within Deschutes County. These targeted clinics provide no-cost or low-cost spay/neuter surgeries and basic veterinary care to pet owners who face barriers related to cost, transportation, or access to veterinary services.

While our broader Medical Program includes international initiatives and medical care for dogs in foster, these local clinics are designed to address the root causes of shelter overcrowding and animal surrender right here at home.

With Deschutes County's support, we can increase the frequency and reach of our clinics, expand the number of free surgery slots available, and serve more local pets in need, ultimately preventing unplanned litters, improving community animal welfare, and reducing the number of animals entering the county shelter system.

Describe the specific program, project, or activity that a Spay and Neuter Grant would support if awarded.

Program / Project Positive Impacts *

This program directly supports the expansion of spay and neuter access within Deschutes County by eliminating key barriers such as cost, geographic isolation, and limited veterinary availability, particularly in rural and underserved areas. Street Dog Hero's local clinics offer no-cost or low-cost procedures to residents who might otherwise be unable to access or afford veterinary care.

With grant funding from Deschutes County, we would increase the number of free spay/neuter slots available at each clinic. With the average low-cost procedure typically being around \$120, these services remain out of reach for many pet owners.

By preventing unplanned litters, reducing the number of animals entering local shelters, and promoting proactive pet care, this program offers a sustainable, community-level solution to pet overpopulation in Deschutes County.

Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.

Program / Project Outcomes *

The anticipated outcomes of this program include an increase in the number of spay and neuter surgeries provided to Deschutes County pet owners, a reduction in unplanned litters, and broader community awareness around preventive veterinary care. By expanding access to free or low-cost procedures, we aim to reduce pet overpopulation locally and ease the burden on municipal shelters and rescue organizations within the county.

Success will be measured by tracking the number of surgeries performed and the number of Deschutes County residents served. We also monitor trends in local shelter intake and adoption data as long-term indicators of program impact.

With support from Deschutes County, Street Dog Hero can increase the number of clinic days offered, open up more no-cost slots for qualifying residents, and deepen our outreach in high-need rural and unincorporated areas of the county.

Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

To be considered for the grant, the following documents are required for file upload below:

- **Proof of 501 (c)(3) Status**
- **Operating Budget Specific to Funds Requested**
- **Financial Statement that shows actual revenue and expenditures from Past 12-month Period**

Document File Upload *

2025 Local Clinic Budget.xlsx	49.24KB
2024 SDH Budget - Shareable.pdf	30.76KB
SDH 501c3 determination letter.pdf	58.26KB

Please the three files required above. PDF format desired. Other file formats supported: pdf,png,jpg,jpeg,gif,bmp,rtf,doc,docx. 25mb file limit.