

Crook County Vector Control District (CCVCD)
Meeting minutes for 12-06-22

Present: Ken Fahlgren (chairman), Tom Green, Tom Teaford, Bob Hindman, Jeff Benkosky, Jared Reid (Attorney)

Ken called the meeting to order.

The purpose of this meeting was to discuss the first draft of the contract for CCVCD Manager (32 pages, attached) as prepared and presented by Jared Reid, Attorney at Law.

Jared led the Board members through the proposed contract and discussions by Board members. A number of changes were suggested and agreed to and who would make those changes and get the information to Jared for incorporation into the contract:

Part A

- Time line for the proposal's addendum s, distribution, opening, submission, final award, and any other dates contained in this original draft proposal: The sequence of dates shall be changed to begin on January 10, 2023, with relative dates to follow. Jared will make these changes.
- The mailing address/contact for mail or hand delivery of proposals will be Jared Reid at The Law Offices of Jared Reid, 545 NE 7th St. Prineville, OR 97754.
- The address for the proposal opening will be: The Law Offices of Jared Reid, 545 NE 7th St. Prineville, OR 97754.
- The website for acquisition of proposal documents will be changed from (<https://co.crook/us/bc-vcdor>) to a different website. Ken will work with Crook Crook County to see if we can use their website.
- The address for in-person pick-up of the proposal shall be Jared Reid at The Law Offices of Jared Reid, 545 NE 7th St. Prineville, OR 97754.
- The contact for RFP inquiries or requests for hard copies will be: Ken Fahlgren at 541-280-4773.
- The Project Coordinator will be Ken Fahlgren, phone #: 541-280-4773 and email address: kfahlgren3694@gmail.com.
- The proposal shall be advertised in the Central Oregonian, The Journal of Daily Commerce and with the Oregon Special Districts Association.

Equipment: Existing language states that contractor will use and **maintain** District equipment. Change to District will maintain all equipment outside of damage done by negligence (or some such wording)

Attachments

Draft proposal (32 pages)
Cliff's job description

End