



MEMORANDUM

TO: Clackamas County Board of County Commissioners
FROM: Gary Schmidt, County Administrator
RE: Document Signed on Board's Behalf During Recess
DATE: July 17, 2025

REQUEST: No request, informational update only on 1 document signed by the Administrator during the Board's recess from June 26, 2025 to July 17, 2025.

BACKGROUND: Per County Code [Appendix C, Division C-050-0100 (5)(ii)], the County Administrator has authority to sign documents on behalf of the Board of County Commissioners when a quorum of the Board is not assembled for two or more regularly scheduled public business meetings.

1 document was signed on the Board's behalf during the recent recess:

1. **Transportation & Development:** Approval of a Board Order for a Purchase Order with Potters Industries for glass beads and reflective roadway markings. Order Value is \$450,000 for 2 years. Funding is through the County Road Fund. No County General Funds are involved.

RECOMMENDATION: None, informational update only.

Respectfully Submitted,

Gary Schmidt, County Administrator

Attachments:

Attachment #1: Transportation & Development Item Staff Report



DAN JOHNSON
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

July 17, 2025

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of a Board Order for a Purchase Order with Potters Industries for glass beads and reflective roadway markings. Order Value is \$450,000 for 2 years. Funding is through the County Road Fund. No County General Funds are involved.

Previous Board Action/Review	N/A		
Performance Clackamas	1. Builds a strong infrastructure. 2. Ensures safe, healthy and secure communities.		
Counsel Review	Yes	Procurement Review	Yes
Contact Person	Travis Wootan	Contact Phone	503-557-6368

EXECUTIVE SUMMARY: The Clackamas County Department of Transportation and Development applies and maintains road striping for the safety of those using County roads. It is vitally important that the County develop an agreement and maintain a supply of reflective beads to apply with its striping paint. Due to the short dry season in which the County operates, delivery times are crucial to the application of striping and maintaining a highly reflective surface for drivers. This contract covers glass beads to be dropped or sprayed upon longitudinal pavement markings to produce reflectorized pavement marking.

This is a two-year cooperative contract utilizing the State of Oregon Price Agreement # 9265. \$225,000.00 in funds will be spent each FY 25/26 and 26/27.

PROCUREMENT PROCESS: Approval of the purchase is being requested under the Local Contract Review Board Rule C-046-0400, Authority of Cooperative Procurements. The purchase will be made using State of Oregon Goods and Services prize agreement #9265 with Potters Industries LLC for Roadway Markings and Type II Glass Beads.

For Filing Use Only

RECOMMENDATION: Staff recommends that the Board of County Commissioners of Clackamas County approve and execute the Contract between the Department of Transportation and Development and Potters Industries LLC for Roadway Markings and Type II Glass Beads.

Respectfully submitted,

Dan Johnson

Dan Johnson
Director of Transportation & Development

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Approving Issuance of
Purchase Order for the Purchase of
Roadway Markings and Paint Glass Beads
Through the State of Oregon Cooperative
Purchasing Agreement
#9265 with Potters Industries, LLC

Board Order No. 2025-053
Page 1 of 1

Whereas, the Clackamas County Board of County Commissioners (the "Board") has authority to sign all contracts and any amendments or renewals of the same;

Whereas, Oregon Revised Statutes ("ORS") Chapter 279A.200-220 and Local Contract Review Board Rule C-046-0400 permit Clackamas County to purchase goods or services using a cooperative procurement;

Whereas, Potters Industries, LLC established Cooperative Contract # 9265 with the State of Oregon for the purchase of roadway markings and paint glass beads ("Cooperative Contract");

Whereas, the Clackamas County Department of Transportation and Development desires to purchase roadway markings and paint glass beads (the "Goods") through the Cooperative Contract for a total contract price of \$450,000.00;

Whereas, the Clackamas County Department of Finance requests authority to utilize the Cooperative Contract to purchase the Goods by issuance of a purchase order ("PO");

Whereas, a PO is issued directly through the Department of Finance's management software with no signature required or available;

NOW THEREFORE, the Clackamas County Board of County Commissioners order as follows:

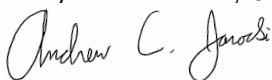
1. The requested use of the Cooperative Contract to purchase the Goods in the amount of \$450,000.00 is hereby approved;
2. The Clackamas County Department of Finance is hereby delegated limited authority to issue a PO to purchase the Goods using the Cooperative Contract.

DATED this 9 day of July, 2025

BOARD OF COUNTY COMMISSIONERS



County Administrator, On Behalf of the Board



Recording Secretary



NOTIFICATION OF INTENT TO PURCHASE
June 4, 2025

In accordance with Local Contract Review Board Rules C-046-0440, notice is hereby given by Clackamas County on behalf of its Department of Transportation and Development- Transportation Maintenance, through its Procurement Division, that it intends to purchase Roadway Markings and Paint Glass Beads through the State of Oregon Cooperative Purchasing Agreement # 9265 with Potters Industries LLC. The estimated total purchase is \$450,000.00. A vendor may submit comments regarding this notice to the Procurement Analyst, Ryan Rice via email rrice@clackamas.us. Comments must be received by 5:00PM, within seven (7) calendar days from the date of issuance of this Notice of Intent to Purchase.