

AGENDA ITEM FOR ADMINISTRATIVE MEETING

( ) Discussion only  
( x ) Action

FROM (DEPT/ DIVISION):

PROGRAM: Emergency Management

SUBJECT:

**Background:** On December 15, 2022, Oregon Department of Emergency Management returned to Umatilla County Emergency Management the signed agreement for the State Homeland Security Program project submission that the BOC approved in November. This project was for a replacement "Incident Support Trailer" to be purchased and used in emergency response support activities. The total allocated amount by the grant is for \$10,500.00 and is based on quotes provided locally in March 2022. With the grant funding approved, Emergency Management is now asking for approval to initiate the RFP process for procurement of this unit.

( xx ) ACTION REQUESTED:  
Request BOC approval to initiate RFP for the purchase of a replacement incident support trailer.

ATTACHMENTS:

Date: (1/9/2023 ) Submitted By: (Thomas Roberts)

\*\*\*\*\*For Internal Use Only\*\*\*\*\*

Checkoffs:

- ( ) Exec. Asst. To be notified of Meeting: Thomas Roberts
- ( ) Dept. Head (copy)
- ( ) Human Resources (copy)
- ( ) Budget (copy)
- ( ) Fiscal
- ( ) Legal (copy) Needed at Meeting: Thomas Roberts
- ( ) (Other - List: )

PLEASE RETURN THIS FORM AND ATTACHMENTS TO Executive Assistant

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Scheduled for meeting on: February 22, 2023

Action taken:

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Follow-up: