

**FOR AGENCY MEETING OF:** December 10, 2007  
**AGENDA ITEM NO.:** E (1)

**TO:** BOARD OF THE URBAN RENEWAL AGENCY  
**THROUGH:** ROBERT G. WELLS, URBAN RENEWAL AGENCY ADMINISTRATOR  
**FROM:** TONY MOUNTS, DIRECTOR OF ADMINISTRATIVE SERVICES  
**SUBJECT:** PURCHASES APPROVED ADMINISTRATIVELY  
FOR URBAN RENEWAL AGENCY OF THE CITY OF SALEM —  
(October 23, 2007 thru November 19, 2007)

**ISSUE:**

None; Monthly purchasing activity report presented for Board Review.

**RECOMMENDATION:**

None; Information Only

**BACKGROUND:**

Administrative award, renewal and modification of contracts occurs each week through the review of the Weekly Purchasing Report presented by the Purchasing Administrator to the City Manager or his designee during a regularly scheduled Tuesday purchasing activity review session. All completed procurement transactions, recommended for award, with a value of \$25,000 and over are presented in the Weekly Purchasing Report and reviewed for compliance to URA Purchasing Rules during the review session. This Monthly Purchasing Report is a compilation of the prior month's administratively awarded contracting activities.

**FACTS & FINDINGS:**

The following purchases were approved administratively during the time period referenced above:

	<b>Business Entity</b>	<b>Description</b>	<b>Amount</b>	<b>Fund</b>
1	Cascade Landscape Management, Inc.	Consultant of Record (COR) - Landscape Estimating - FY 07/08 Rotation List	\$50,000.00	TAI
2	DeSantis Landscapes, Inc.	Consultant of Record (COR) - Landscape Estimating - FY 07/08 Rotation List	\$50,000.00	TAI
3	Fortis Construction, Inc.	Chemeketa and Liberty Square - Cable Barrier (Change Order #2) <sup>1</sup>	\$29,603.00	TAI

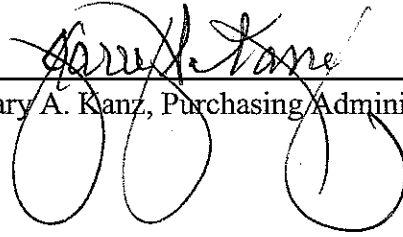
**Total Tax Allocation Improvements (TAI) Fund ..... \$129,603.00**

Prepared by:



Shawna Carter, Administrative Analyst

Approved by:



Gary A. Kanz, Purchasing Administrator

END NOTES TO CHANGE ORDERS

1. Change Order #2 increases \$29,603.00: Provides for various field condition changes to the project.