

AGENDA ITEM FOR ADMINISTRATIVE MEETING

( ) Discussion only  
( X ) Action

FROM (DEPT/ DIVISION): Douglas R. Olsen  
County Counsel

SUBJECT: Fair Payable - Electrical

<p>Background: Approval is sought for a payable for electrical design and connection of generators for exhibitor camping at the 2022 fair. The City will be paying a portion of the cost. The payable is before the Board for approval due to the amount.</p>	<p>Requested Action: Approve payable to Hollywood Lights in the amount of \$10,764.02</p>
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ATTACHMENTS: Payable

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

Checkoffs:

- ( ) Dept. Head (copy)
- ( ) Budget (copy)
- ( ) Fiscal
- ( X ) Legal (copy)
- ( ) (Other - List:)

To be notified of Meeting:  
Robert Pahl

Needed at Meeting:

\*\*\*\*\*

Scheduled for meeting on: November 9, 2022

Action taken:

# UMATILLA COUNTY PAYMENT REQUEST

<b>PEID - AC</b>	1567	call Finance for PEID #
<b>NAME</b>	Hollywood Lights	
<b>ADDRESS</b>		
<b>ADDRESS</b>	5251 SE McLoughlin Blvd.	
<b>CITY, STATE, ZIP</b>	Portland, OR 97202	

## AUTHORIZATION-APPROVAL

<b>DEPARTMENT</b>	SIGNATURE	DATE PAID
<b>EXEC ASST</b>	DATE - ATTACH APPROVAL	
<b>BOARD</b>	DATE - ATTACH APPROVAL	CHECK NUMBER
<b>SUBMITTED</b>	<b>11/2/2022</b>	

AMOUNT	ACCOUNT #	DESCRIPTION	INVOICE NUMBER	INVOICE TOTAL	INVOICE DATE	FINANCE CODES
\$ 10,764.02	4042-60280	Electrical design and connection of 2 large 320 KW generators and 1204 gal fuel tank for exhibitor camping for 55 30 amp spots and 41 50 amp spots. Commissioners are paying this portion and Commissioner Dorran will collect the remaining from the City of Hermiston.	126338	40,764.02	10/07/22	
\$ -						
\$ -						

\$ 10,764.02 PAGE TOTAL: Office Use: Pretravel Auth rec: \_\_\_\_\_ Contract Reviewed: \_\_\_\_\_ Routine: \_\_\_\_\_

**\$ 10,764.02** GRAND TOTAL: Office Use: Tax ID Reviewed: \_\_\_\_\_ Quotes: \_\_\_\_\_ Bids: \_\_\_\_\_



## Re: Revised (Final) Invoice from Hollywood Lights

1 message

Marie Simonis <marie.simonis@umatillacounty.gov>

Fri, Oct 21, 2022 at 4:40 PM

To: Angie McNalley <angie.mcnalley@umatillacounty.gov>

Cc: Dan Dorrان <dan.dorrان@umatillacounty.gov>, Robert Pahl <robert.pahl@umatillacounty.gov>, Diana Juarez <diana.juarez@umatillacounty.gov>

Hi Angie,

Did you get an answer on this question? If not, my suggestion would be to pay it from 4042-60280. Then, if the County is going to pay for this, we will do a transfer later. That way, we'll always be able to find this expense in the Fair history.

Please let me know if you have any questions.

-Marie

On Fri, Oct 14, 2022 at 12:03 PM Angie McNalley <angie.mcnalley@umatillacounty.gov> wrote:

Hi Dan, What expense line are the funds coming out of from the county to pay this? I will need that for the payable. Unless Robert and Marie want me to do something different.

Thank you,

Umatilla County Fair Manager  
Angie McNalley  
541-567-6121  
PO Box 94 Hermiston, OR 97838  
www.umatillacountyfair.net

On Fri, Oct 14, 2022 at 11:54 AM Dan Dorrان <dan.dorrان@umatillacounty.gov> wrote:

Good afternoon Angie,

Please submit the invoice with \$10,764.00 to be paid by the county and I will take the invoice to Byron when I get back from DC for the \$30,000.00.

Thanks,  
Dan D

On Fri, Oct 14, 2022 at 10:43 AM Angie McNalley <angie.mcnalley@umatillacounty.gov> wrote:

Commissioner Dorrان,

After negotiating this discount and per your approval, we have received a final invoice from Hollywood Lights. The attached invoice reflects the \$5875 credit for the generator issues that we had in the exhibitor camping area this year. I don't know how this is supposed to be processed since the City of Hermiston and the County are both paying for part of it. If you would like me to submit a payable, please let me know which expense line to use.

Thank you,

Angie McNalley  
Fair Manager



**JOIN US AUG. 10-13, 2022!**

1705 E. Airport Rd.

**PO Box 94**

Hermiston, OR 97838

541-567-6121(office) Ext. 104

# Hollywood Lights

5251 SE McLoughlin Blvd.  
Portland, OR 97202  
Ph: 800-826-9881



## JOB INVOICE

Invoice # 126338  
Invoice Date 10/7/2022  
PO:

JOB DESCRIPTION: Umatilla County Fair		Invoice # 126338
<b>INVOICE TO:</b> Angie McNalley 1705 E. Airport Road, Hermiston, Oregon  <b>Attention:</b> Angie McNalley <b>Phone:</b> (541) 567-6121 <b>Email:</b> angie.mcnalley@umatillacounty.gov	<b>JOB SITE:</b> Eastern Oregon Trade & Event Center  1705 E. Airport Rd Hermiston, Oregon, 97838  <b>Contact:</b> <b>Phone:</b> <b>Email:</b>	<b>Event Date:</b> <b>Load-in:</b> 8/5/2022 <b>Show Start:</b> 8/5/2022 <b>Load Out:</b> 8/14/2022  <b>Terms:</b> DOR <b>Order Status:</b> Invoiced <b>Quote by:</b> Horacio Chacon <b>Email:</b> horacioc@hollywoodlights.biz
<b>EQUIPMENT &amp; DESIGN</b>	8/5/2022	8/14/2022

Quantity	Description	Price	Subtotal
<hr/>			
	Electrical Services		
1	Electrical Services	\$40,764.02	\$40,764.02
<hr/>			
<b>Total:</b>			<b>\$40,764.02</b>
		Product Total:	\$40,764.02
		<b>Job Total:</b>	<b>\$40,764.02</b>



5251 SE McLoughlin Blvd, Portland, OR 97202  
 phone 503-232-9001 fax (503) 517-8686

Prepared by: Gary Sorrels  
 gary@hollywoodlights.biz

Bld Date: 3/15/22  
 Version: 1

**Client:**  
 Angie McNalley  
 0  
**Contact:**  
 Angie McNalley  
 541-567-6121  
 angie.mcnalley@umatillacounty.gov

**Venue:**  
 Eastern Oregon Trade & Event Center  
 1705 E. Airport Road  
 Hermiston OR 97838  
**Venue Contact:**  
 0  
 541-203-0000

**Umatilla County Fair 8/5/22 Load In 8/14/22 Load Out**

<b>Electrical Services</b>				<b>\$12,229.00</b>
55	30 amp 120 volt RV lay-in outlet [minimum 48]		\$ 79.00	\$4,345.00
41	50 amp 120 volt RV lay-in outlet [minimum 48]	<i>includes (6) for carry world</i>	\$ 139.00	\$5,699.00
24	Cable Ramp 3' installed		\$ 37.50	\$900.00
2	Travel Truck Charge	<i>370 miles R/T</i>	\$ 642.50	\$1,285.00

<b>Generators</b>						<b>\$28,535.02</b>
2	Generator 320 KW	<i>120/208 Y 3 phase</i>	<i>week double shift</i>	<i>#N/A</i>	\$ 14,605.01	\$29,210.02
2	Delivery and Return weekday				\$ 2,600.00	\$5,200.00
1	I Line Panel 3000 AMP	<i>6X 400 AMP Breakers</i>		<i>included</i>		
2	Disconnect Breaker Panel	<i>included</i>				
36	Camlock 10' & 50'	<i>included</i>				
1	1,204 Gall Fuel Tank	<i>included</i>				
1	Discount for generator issues	<i>included</i>			\$ (5,875.00)	(\$5,875.00)
1	load management	<i>included</i>				

**Subtotal: \$40,764.02**

**Total Proposal: \$40,764.02**

**Total Due: \$40,764.02**

**Important Terms and Conditions:**

**Scope of Work**

- Provide, transport, install, test, maintain, remove and return equipment as needed for services listed above.

**Insurance and Security**

- Customer is responsible for any loss of, or damage to, Hollywood Lights equipment and sub-rented equipment while at venue.

**Payment Terms**

- A deposit of 50% of the Estimate is required to confirm with a credit card on file for balance. Labor and equipment cannot be reserved without the deposit and a signed copy of the contract. Balance of Estimate total is due upon installation. Any additional charges incurred throughout event will be due at event's close, or according to terms authorized by Hollywood Lights, Inc.
- Payment due per terms of credit account
- In the event that an invoice is unpaid past the agreed terms stated above, all unpaid portions will be subject to a 1.5% monthly interest charge and an additional 1.5% service charge (18% APR) will be due every thirty (30) days thereafter until account is paid in full. A waiver of any one or more service charge(s) shall not be deemed to be a waiver of any future service charge(s). Client further agrees that with regard to such interest charges the client and Hollywood Lights Inc., are parties to a binding contract. Should it become necessary to place the account with a collection agency or legal action is pursued with or without an attorney, the client agrees to pay all collection costs and attorney fees and any legal fees and/or judgements in addition to other sums.

**Access and Parking**

- Loading path and setup area must be REASONABLY CLEAR throughout load in and load out.

**For Generators**

- Customer to provide legal, secure location(s) to park generator(s), where they can be quickly accessed for delivery, pick up, fueling, etc. Parking near the generator(s) is to be provided for standby/tow vehicle.
- Although every effort is made to maintain and test generators prior to use on any event, these are machines and can be subject to unforeseeable breakdown. If a generator does break down, no refund is available other than the line item for generator rental as shown in this quotation, which may be prorated for duration of actual use. Also, if a generator breaks down, the affected area of the event will be without power until a replacement generator is located, delivered and connected. **Therefore, we highly recommend a back up generator.**
- A back up generator is rented at a discount rate and is delivered, grounded and connected to facilitate quick changeover in the unlikely event of a breakdown. With a technician on duty at the event, the changeover can be accomplished in a few minutes.

**For Generators, Transformers and other systems requiring grounding:**

- Due to the safety involved with generator grounding we require notice one (1) week in advance indicating the exact locations of each generator that will be used for your event. This gives us enough time to contact the Utility Locate Company that will determine if there are any underground Power, Gas or Communication lines where we intend to drive generator grounding rods. These rods are 8' in length and have the potential of



5251 SE McLoughlin Blvd, Portland, OR 97202  
phone 503-232-9001 fax (503) 517-8686

Prepared by: Gary Sorrels  
gary@hollywoodlights.biz

Bid Date: 3/15/22  
Version: 1

**Client:**  
Angie McNalley  
0  
**Contact:**  
Angie McNalley  
541-567-6121  
angie.mcnalley@umatillacounty.gov

**Venue:**  
Eastern Oregon Trade & Event Center  
1705 E. Airport Road  
Hermiston OR 97838  
**Venue Contact:**  
0  
541-269-0900

**Umatilla County Fair** **8/5/22 Load In** **8/14/22 Load Out**

puncturing underground utility lines making this a **Mandatory Requirement** for every event using a generator for the first time in a specific location.

**I accept this proposal, I understand and agree to all terms and conditions outlined herein.**

please sign below and return to: \_\_\_\_\_ email: \_\_\_\_\_  
fax: \_\_\_\_\_

**client signature:** \_\_\_\_\_ **date:** \_\_\_\_\_

*signing person warrants that he/she is authorized to bind above named client and that client shall be bound by this signature*