AGENDA ITEM FOR ADMINISTRATIVE MEETING ( ) Discussion only
(X) Action

FROM (DEPT/ DIVISION): County Counsel

SUBJECT: IRZ Contract

Background:	Requested Action:
As part of the Central Pipeline project, it was necessary to cross the West Extension Irrigation District's canal. This required construction of new retaining walls. The Bureau of Reclamation and WEID reviewed the design prior to the project. Following construction, the BOR notified the county that the slope of the crossing was too steep for some of the district's equipment. To reduce the slope, the crossing will need to be redesigned. The current request is for the contract with IRZ to redesign the crossing to meet the needs of the BOR and WEID.	Approve contract with IRZ for engineering services in the amount of $25,000

ATTACHMENTS: Proposed Scope of Work

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

Checkoffs:
( ) Dept. Heard (copy)
( ) Human Resources (copy)
( ) Fiscal
(X) Legal (copy)
( ) (Other - List:)

To be notified of Meeting:

Needed at Meeting:

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Scheduled for meeting on: March 18, 2026

Action taken:

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Follow-up:

Umatilla County – Ordnance Project

WEID Canal Crossing Updates

Prepared by IRZ Consulting February 2026

Background:

During 2023–2024 off season, Umatilla County installed a 48-inch steel pipeline across the West Extension Irrigation District's (WEID) Canal near Kurz Lane. This project included the construction of two new concrete retaining walls on either side of WEID's north maintenance road. Both the County's 48-inch pipeline and an existing 42-inch pipeline pass through these retaining walls and over the canal. The retaining walls were designed to accommodate a 28.5% slope for maintenance vehicles to cross over the two pipelines. The United States Bureau of Reclamation (USBR) and WEID reviewed and approved the canal crossing design before installation.

However, in fall 2025, the USBR notified the County that the slope of the maintenance road at the pipe crossing was too steep for some WEID maintenance equipment. They requested that the County address the issue by flattening the approach slopes on either side of the crossing. On December 16, 2025, representatives from IRZ and the County met onsite with WEID and USBR representatives to evaluate the situation and collaborate on a solution. It was agreed that the most cost-effective remedy would be to install two additional eco-block retaining walls inside the existing structures, extending further east and west, thereby reducing the road's slope. This document outlines the scope of services for the design and construction management of the new retaining walls.

Scope of Work:

Provide the design and engineering for the new retaining walls. To complete this the following tasks will be performed:

Tasks

- Meetings and correspondence with Umatilla County to obtain any remaining required data that may not be in the documents provided as well as to maintain communication throughout the design.
- Review existing construction plans.
- Perform structural analysis on each of the walls.
- Working with block supplier to determine which block and/or geogrid components would best suit the application.
- Draft and compile a set of construction plans.
- Provide the construction plans to USBR and WEID for review and approval.
- Assist County with securing a contractor to perform the work.
- Conduct on site construction management tasks as needed during construction.
- Review pay-apps, change requests and requests for information as needed.

Deliverables:

Following the completion of the tasks listed above, IRZ will provide the following deliverables which will together represent the design of the retaining walls.

- Construction Plans – These plans will contain the drawings and details required to construct the retaining walls.
- Specifications Package – If required.

Exclusions:

The following items are excluded from the scope of work:

- Any permits required for this project.
- Geotechnical investigations.

Estimated Cost:

IRZ will provide these services on a time and material basis. The estimated cost required to complete the scope of work and deliverables as described above is $25,000.