

# Contract Review Sheet

Contract for Services

**SO-7150-26**

Title: DPI Court Security Service\_MCSO Courthouse

Contractor's Name: DPI Security, Inc.

Department: Sheriff's Office

Contact: Bethany Johnston

Analyst: Sandra Fixsen

Phone #: (503) 589-3261

Term - Date From: July 1, 2026

Expires: June 30, 2028

Original Contract Amount: \$ 914,284.80 Previous Amendments Amount: \$ -

Current Amendment: \$ - New Contract Total: \$ 914,284.80 Amd% 0%

Outgoing Funds  Federal Funds  Reinstatement  Retroactive  Amendment greater than 25%

Source Selection Method: 50-0010 General Exemptions (IGAs Grants QRFs)

Description of Services or Grant Award

Contractor will provide court security services for the Marion County Courts. It will be against the Oregon State Price agreement (SPA) #8349, which conforms to the Marion County Public Contracting Rules. Contract amount will support six full-time Facility Security Officers.

Desired BOC Session Date: 6/24/2026

Contract should be in DocuSign by: 6/3/2026

Agenda Planning Date: 6/11/2026

Printed packets due in Finance: 6/9/2026

Management Update: 6/9/2026

BOC upload / Board Session email: 6/10/2026

BOC Session Presenter(s) Commander Wilkinson

Code: Y

## REQUIRED APPROVALS

Sandra L. Fixsen 06/03/2026

Bethany Johnston 06/03/2026  
Bethany Johnston (Jun 3, 2026 10:25:57 PDT)

Finance - Contracts Date

Contract Specialist Date

Scott A. Norris 06/03/2026  
Scott A. Norris (Jun 3, 2026 16:39:57 PDT)

Jan Fritz 06/04/2026  
Jan Fritz (Jun 4, 2026 09:04:28 PDT)

Legal Counsel Date

Chief Administrative Officer Date



MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

Meeting date: June 24, 2026

Department: Sheriff's Office

Title: DPI Security, Inc. Court Security Services

Management Update/Work Session Date: June 9, 2026 Audio/Visual aids

Time Required: 5 min Contact: Bethany Johnston Phone: x3261

Requested Action:

Issue, Description & Background:

Financial Impacts:

Impacts to Department & External Agencies:

List of attachments: Contract Review Sheet, Board Agenda Review form, Contract, Exh B

Presenter:

Department Head Signature:

**MARION COUNTY  
CONTRACT FOR SERVICES  
SO-7150-26**

This Contract is between Marion County (a political subdivision of the State of Oregon) hereinafter called County, and DPI Security, Inc., a Nonprofit hereinafter called Contractor.

**RECITALS**

WHEREAS, this Contract is established pursuant to ORS 279B.850 and MCPCR 50-00101(1)(b) and is a direct award.

WHEREAS, Contractor is a Certified Oregon Forward Contractor providing employment for individuals with disabilities through a nonprofit partnership and has entered into this agreement with the State of Oregon, Department of Administrative Services.

WHEREAS, County is using the Cooperative Procurement from the State of Oregon, Department of Administrative Services Price Agreement #PO-10700-00033258/8349, dated February 20, 2026

WHEREAS, County wishes to engage Contractor to provide the services set forth in Exhibit A.

Contractor agrees to perform, and County agrees to pay for, the services and deliverables described in Exhibit A (the "Work").

**1. TERM**

This Contract is effective on the date it has been signed by all parties and all required County approvals have been obtained. This Contract expires on **June 30, 2028**. The parties may extend the term of this contract provided that the total term doesn't extend beyond June 30, 2031.

**2. DOCUMENTS / ORDER OF PRECEDENCE**

This Contract consists of the following documents, each of which is attached and incorporated herein by reference:

- A. This Contract less exhibits
- B. Exhibit A – Statement of Work
- C. Exhibit B- Contact Information for all Parties

**3. CONSIDERATION**

- A. The maximum, not-to-exceed compensation payable to Contractor under this Contract, which includes any allowable expenses, is **\$914,284.80** County will not pay Contractor any amount in excess of the not-to-exceed compensation of this Contract for completing the Work and will not pay for Work performed before the date this Contract becomes effective or after the termination of this Contract. If the maximum compensation is increased by amendment of this Contract, the amendment must be fully effective before Contractor performs Work subject to the amendment.

- B. Interim payments to Contractor shall be made in accordance with the payment schedule and requirements in Exhibit A.
- C. If specified below, county's payments to Contractor under this Contract will be paid in whole or in part with federal funds. If so specified, by signing this agreement, Contractor certifies neither it nor its employees, contractors, subcontractors or subgrantees who will perform the Project activities are currently employed by an agency or department of the federal government. If applicable, Contractor shall comply with [Appendix II to Title 2, Part 200](#) of the Code of Federal Regulations.

In accordance with 2 CFR 200.331, Contractor has been designated:

- Subrecipient
- Contractor/Vendor
- Not applicable – (there are no federal funds tied to the contract)

#### 4. COMPLIANCE WITH STATUTES AND RULES

- A. County and Contractor agree to comply with the provisions of this Contract, its exhibits and attachments and all applicable federal, state, and local statutes and rules.

Unless otherwise specified, responsibility for all taxes, assessment, and any other charges imposed by law upon employers shall be the sole responsibility of Contractor. Failure of Contractor or County to comply with the provisions of this Contract and all applicable federal, state, and local statutes and rules shall be cause for termination of this Contract as specified in sections concerning recovery of funds and termination.

County's performance under this Contract is conditioned upon Contractor's compliance with the obligations intended for contractors under ORS 279B.220, 279B.225 (if applicable to this Contract), 279B.230, 279B.235 (if applicable to this Contract) and ORS 652, which are incorporated by reference herein.

- B. Contractor must, throughout the duration of this Contract and any extensions, comply with all tax laws of this state and all applicable tax laws of any political subdivision of this state. For the purposes of this Section, "tax laws" includes all the provisions described in subsection 29. C. (i) through (iv) of this Contract.

Any violation of subsection B of this section shall constitute a material breach of this Contract. Further, any violation of Contractor's warranty, in subsection 29.C of this Contract, that Contractor has complied with the tax laws of this state and the applicable tax laws of any political subdivision of this state also shall constitute a material breach of this Contract. Any violation shall entitle County to terminate this Contract, to pursue and recover any and all damages that arise from the breach and the termination of this Contract, and to pursue any or all of the remedies available under this Contract, at law, or in equity, including but not limited to:

- i. Termination of this Contract, in whole or in part;
- ii. Exercise of the right of setoff, and withholding of amounts otherwise due and owing to Contractor, in an amount equal to State's setoff right, without penalty; and

- iii. Initiation of an action or proceeding for damages, specific performance, declaratory or injunctive relief. County shall be entitled to recover any and all damages suffered as the result of Contractor's breach of this Contract, including but not limited to direct, indirect, incidental and consequential damages, costs of cure, and costs incurred in securing replacement Services.

C. These remedies are cumulative to the extent the remedies are not inconsistent, and County may pursue any remedy or remedies singly, collectively, successively, or in any order whatsoever.

**5. CIVIL RIGHTS, REHABILITATION ACT, AMERICANS WITH DISABILITIES ACT AND TITLE VI OF THE CIVIL RIGHTS ACT**

Contractor agrees to comply with the Civil Rights Act of 1964, and 1991, Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973, and Title VI as implemented by 45 CFR 80 and 84 which states in part, No qualified person shall on the basis of disability, race, color, or national origin be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which received or benefits from federal financial assistance.

**6. TIME IS OF THE ESSENCE**

Contractor agrees that time is of the essence in the performance of this Contract.

**7. FORCE MAJEURE**

Neither County nor Contractor shall be responsible for any failure to perform or for any delay in the performance of any obligation under this Contract caused by fire, riot, acts of God, terrorism, war, or any other cause which is beyond the breaching party's reasonable control. Contractor shall, however, make all reasonable efforts to remove or eliminate the cause of Contractor's delay or breach and shall, upon the cessation of the cause, continue performing under this Contract. County may terminate this Contract upon written notice to Contractor after reasonably determining that the delay or breach will likely prevent successful performance of this Contract.

**8. FUNDING MODIFICATION**

- A. County may reduce or terminate this Contract when state or federal funds are reduced or eliminated by providing written notice to the respective parties.
- B. In the event the Board of Commissioners of County reduces, changes, eliminates, or otherwise modifies the funding for any of the services identified, Contractor agrees to abide by any such decision including termination of service.

**9. RECOVERY OF FUNDS**

Expenditures of Contractor may be charged to this Contract only if they (1) are in payment of services performed under this Contract, (2) conform to applicable state and federal regulations and statutes, and (3) are in payment of an obligation incurred during the Contract period.

Any County funds spent for purposes not authorized by this Contract and payments by County in excess of authorized expenditures shall be deducted from future payments or refunded to County no later than 30 days after notice of unauthorized expenditure or notice of excess payment.

Contractor shall be responsible to repay for prior contract period excess payments and un-recovered advanced payments provided by County. Repayment of prior period obligations shall be made to County in a manner agreed on.

## **10. ACCESS TO RECORDS**

- A. Contractor shall permit authorized representatives of County, State of Oregon, or the applicable audit agencies of the U.S. Government to review the records of Contractor as they relate to the Contract services in order to satisfy audit or program evaluation purposes deemed necessary by County and permitted by law.
- B. Contractor agrees to establish and maintain financial records, which indicate the number of hours of work provided, and other appropriate records pertinent to this Contract shall be retained for a minimum of three years after the end of the Contract period. If there are unresolved audit questions at the end of the three-year period, the records must be maintained until the questions are resolved.

## **11. REPORTING REQUIREMENTS**

Contractor shall provide County with periodic reports at the frequency and with the information prescribed by County. Further, at any time, County has the right to demand adequate assurances that the services provided by Contractor shall be in accordance with the Contract. Such assurances provided by Contractor shall be supported by documentation in Contractor's possession from third parties.

## **12. CONFIDENTIALITY OF RECORDS**

- A. Contractor shall not use, release, or disclose any information concerning any employee, client, applicant or person doing business with County for any purpose not directly connected with the administration of County's or Contractor's responsibilities under this Contract except upon written consent of County, and if applicable, the employee, client, applicant or person.
- B. Contractor shall ensure that its agents, employees, officers, and subcontractors with access to County and Contractor records understand and comply with this confidential provision.
- C. If Contractor receives or transmits protected health information, Contractor shall enter into a Business Associate Agreement with County, which shall become part of this Contract, if attached hereto.
- D. Client records shall be kept confidential in accordance with ORS 179.505, OAR 309-014-0036(3), 45 CFR 205.50 and 42 CFR Part 2 as applicable.

## **13. INDEMNIFICATION AND INSURANCE**

- A. Contractor shall defend, save, indemnify, and hold harmless County, its officers, agents, and employees from and against all claims, suits, actions, losses, damages, liabilities, costs, and expenses of any nature whatsoever, including attorney fees, resulting from, arising out of, or relating to the activities of Contractor or its officers, employees, subcontractors, or agents under this Contract. Contractor shall have control of the defense and settlement of any claim that is subject to this section. However, neither Contractor nor any attorney engaged by Contractor shall defend the claim in the name of either County or any department of County, nor purport to act as legal representative of either County or any of its departments, without first receiving from County Legal Counsel authority to act as legal counsel for County, nor shall Contractor settle any claim on behalf of County without the approval of County Legal Counsel. County may, at its election and expense, assume its own defense and settlement.

- B. Contractor shall obtain the insurance required under section 24 prior to performing under this Contract and shall maintain the required insurance throughout the duration of this Contract and all warranty periods.
- C. County, pursuant to applicable provisions of ORS 30.260 to 30.300, maintains a self-insurance program that provides property damage and personal injury coverage.

**14. EARLY TERMINATION**

This Contract may be terminated as follows:

- A. County and Contractor, by mutual written agreement, may terminate this Contract at any time.
- B. County in its sole discretion may terminate this Contract for any reason on 30 days written notice to Contractor.
- C. Either County or Contractor may terminate this Contract in the event of a breach of the Contract by the other. Prior to such termination the party seeking termination shall give to the other party written notice of the breach and intent to terminate. If the party committing the breach has not entirely cured the breach within 15 days of the date of the notice, then the party giving the notice may terminate the Contract at any time thereafter by giving a written notice of termination.
- D. Notwithstanding section 14C, County may terminate this Contract immediately by written notice to Contractor upon denial, suspension, revocation, or non-renewal of any license, permit or certificate that Contractor must hold to provide services under this Contract.

**15. PAYMENT ON EARLY TERMINATION**

Upon termination pursuant to section 14, payment shall be made as follows:

- A. If terminated under 14A or 14B for the convenience of County, County shall pay Contractor for Work performed prior to the termination date if such Work was performed in accordance with the Contract. County shall not be liable for direct, indirect, or consequential damages. Termination shall not result in a waiver of any other claim County may have against Contractor.
- B. If terminated under 14C by Contractor due to a breach by County, then County shall pay Contractor for Work performed prior to the termination date if such Work was performed in accordance with the Contract.
- C. If terminated under 14C or 14D by County due to a breach by Contractor, then County shall pay Contractor for Work performed prior to the termination date provided such Work was performed in accordance with the Contract less any setoff to which County is entitled.

**16. INDEPENDENT CONTRACTOR**

- A. Contractor is a separate and independently established business, retains sole and absolute discretion over the manner and means of carrying out Contractor's activities and responsibilities for the purpose of implementing the provisions of this Contract, and maintains the appropriate license/certifications, if required under Oregon Law. This Contract shall not be construed as creating an agency, partnership, joint venture, employment relationship or any other relationship between the parties other

than that of independent parties. The Contractor is acting as an “independent contractor” and is not an employee of County and accepts full responsibility for taxes or other obligations associated with payment for services under this Contract. As an “independent contractor”, Contractor will not receive any benefits normally accruing to County employees unless required by applicable law. Furthermore, Contractor is free to contract with other parties for the duration of the Contract.

- B. SUBCONTRACTING/NONASSIGNMENT. No portion of the Contract may be contracted or assigned to any other individual, firm or entity without the express and prior approval of County.

**17. GOVERNING LAW AND VENUE**

This Contract shall be governed by the laws of the State of Oregon. Any action commenced in connection with this Contract shall be in the Circuit Court of Marion County. All rights and remedies of County shall be cumulative and may be exercised successively or concurrently. The foregoing is without limitation to or waiver of any other rights or remedies of County according to law.

**18. OWNERSHIP AND USE OF DOCUMENTS**

All documents, or other material submitted to County by Contractor shall become the sole and exclusive property of County. All material prepared by Contractor under this Contract may be subject to Oregon’s Public Records Laws.

**19. NO THIRD-PARTY BENEFICIARIES**

- A. County and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms.
- B. Nothing in this Contract gives or provides any benefit or right, whether directly, indirectly, or otherwise, to third persons unless such third persons are individually identified by name in this Contract and expressly described as intended beneficiaries of this Contract.

**20. SUCCESSORS IN INTEREST**

The provisions of this Contract shall be binding upon and inure to the benefit of the parties and their successors and approved assigns.

**21. MERGER CLAUSE**

This Contract and the attached exhibits constitute the entire agreement between the parties.

- A. All understandings and agreements between the parties and representations by either party concerning this Contract are contained in this Contract.
- B. No waiver, consent, modification or change in the terms of this Contract shall bind either party unless in writing signed by both parties.
- C. Any written waiver, consent, modification, or change shall be effective only in the specific instance and for the specific purpose given.

**22. WAIVER**

The failure of any Party to enforce any provision of this Contract shall not constitute a waiver by that Party or any other provision. Waiver of any default under this Contract by any Party shall not be deemed to be a waiver of any subsequent default or a modification of the provisions of this Contract.

**23. REMEDIES**

In the event of breach of this Contract, the Parties shall have the following remedies:

- A. If terminated under 14C by County due to a breach by Contractor, County may complete the Work either itself, by agreement with another contractor, or by a combination thereof. If the cost of completing the Work exceeds the remaining unpaid balance of the total compensation provided under this Contract, then Contractor shall pay to County the amount of the reasonable excess.
- B. In addition to the remedies in sections 14 and 15 for a breach by Contractor, County also shall be entitled to any other equitable and legal remedies that are available.
- C. If County breaches this Contract, Contractor’s remedy shall be limited to termination of the Contract and receipt of Contract payments to which Contractor is entitled.

**24. INSURANCE**

A. **REQUIRED INSURANCE.** Contractor shall obtain at Contractor’s expense the insurance specified in this section prior to performing under this Contract and shall maintain it in full force and at its own expense throughout the duration of this Contract and all warranty periods. Contractor shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in Oregon and that are acceptable to County:

- i. **WORKERS COMPENSATION.** All employers, including Contractor, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide workers' compensation insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Contractor shall require and ensure that each of its subcontractors complies with these requirements.
- ii. **PROFESSIONAL LIABILITY.** Covering any damages caused by an error, omission or any negligent acts related to the services to be provided under this Contract. Contractor shall provide proof of insurance of not less than the following amounts as determined by County:

- Required by County**  **Not required by County.**
- \$1,000,000 Per occurrence limit for any single claimant; and
- \$2,000,000 Per occurrence limit for multiple claimants
- Exclusion Approved by Risk Manager

iii. **CYBER LIABILITY.** Covering network security, breach of data, and coverage for regulatory fines and fees imposed against County due to failures in products and services provided under this Contract. Cyber Liability coverage must include errors, omissions, negligent acts, denial of service, media liability (including software copyright), dishonesty, fraudulent or criminal acts by a person or persons whether identified or not, intellectual property infringement, computer system

attacks, unauthorized access and use of computer system, regulatory actions, and contractual liability.

- Required by County**  **Not required by County.**
- \$2,000,000 Per occurrence limit for any single claimant; and
- \$5,000,000 Per occurrence limit for multiple claimants
- Exclusion Approved by Information Technology Director and Risk Manager

- iv. **COMMERCIAL GENERAL LIABILITY.** Covering bodily injury, death, and property damage in a form and with coverages that are satisfactory to County. This insurance shall include personal injury liability, products and completed operations. Coverage shall be written on an occurrence basis. Contractor shall provide proof of insurance of not less than the following amounts as determined by County:

**Required by County**  **Not required by County.**

**Minimum Limits:**

- \$1,000,000 Per occurrence limit for any single claimant; and
- \$2,000,000 Per occurrence limit for multiple claimants
- Exclusion Approved by Risk Manager
- \$500,000 Per occurrence limit for any single claimant
- \$1,000,000 Per occurrence limit for multiple claimant

- v. **AUTOMOBILE LIABILITY INSURANCE.** Covering all owned, non-owned, or hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for “Commercial General Liability” and “Automobile Liability”). Contractor shall provide proof of insurance of not less than the following amounts as determined by County:

**Required by County**  **Not required by County.**

**Minimum Limits:**

- Oregon Financial Responsibility Law, ORS 806.060 (\$25,000 property damage/\$50,000 bodily injury \$5,000 personal injury).
- \$500,000 Per occurrence limit for any single claimant; and
- \$1,000,000 Per occurrence limit for multiple claimants
- Exclusion Approved by Risk Manager

- B. **ADDITIONAL INSURED.** The Commercial General Liability insurance required under this Contract shall include Marion County, its officers, employees, and agents as Additional Insureds but only with respect to Contractor's activities to be performed under this Contract. Coverage shall be primary and non-contributory with any other insurance and self-insurance.
- C. **NOTICE OF CANCELLATION OR CHANGE.** There shall be no cancellation, material change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without 30 days written notice from this Contractor or its insurer(s) to County. Any failure to comply with the reporting provisions of this clause shall constitute a material breach of Contract and shall be grounds for immediate termination of this Contract by County.

D. CERTIFICATE(S) OF INSURANCE. Contractor shall provide to County Certificate(s) of Insurance for all required insurance before delivering any Goods and performing any Services required under this Contract. The Certificate(s) must specify all entities and individuals who are endorsed on the policy as Additional Insured (or Loss Payees). Contractor shall pay for all deductibles, self-insured retention, and self-insurance, if any.

**25. NOTICE**

Except as otherwise expressly provided in this Contract, any communications between the parties hereto or notices to be given hereunder shall be given in writing, to Contractor or County at the address or email set forth below or to such other addresses or emails as either party may hereafter indicate in writing. Delivery may be by personal delivery, or mailing the same, postage prepaid.

A. Any communication or notice by personal delivery shall be deemed delivered when actually given to the designated person or representative.

B. Any communication or notice mailed shall be deemed delivered five (5) days after mailing. Any notice under this Contract shall be mailed by first class postage delivered to:

To Contractor:

DPI Security, Inc.  
Attn: Larry Welty  
4950 NE MLK Jr Blvd  
Portland, OR, 97211  
[Lwelty@dpisecurity.com](mailto:Lwelty@dpisecurity.com)

To County

Contracts and Procurement Manager  
[PO\\_Contracts@co.marion.or.us](mailto:PO_Contracts@co.marion.or.us)  
555 Court Street NE, Suite 4247  
P.O. Box 14500  
Salem, Oregon 97309

**26. SURVIVAL**

All rights and obligations shall cease upon termination or expiration of this Contract, except for the rights and obligations set forth in sections 3, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 26 and 27.

**27. SEVERABILITY**

If any term or provision of this Contract is declared illegal or in conflict with any law by a court of competent jurisdiction, the validity of the remaining terms and provisions that shall not be affected and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular term or provision held to be invalid.

**28. AMENDMENTS**

This Contract may be amended if mutually agreed to by both parties.

A. Anticipated Amendments

This Contract is anticipated to be amended for the following reasons:

- i. To extend the Contract term and increase the maximum not-to-exceed amount to cover those extension term.
- ii. To adjust the unit pricing or other rate(s) of compensation, set forth in Exhibit A.

- B. Unanticipated Amendments  
All other amendments for purposes not listed as Anticipated Amendments will be deemed Unanticipated Amendments.

**29. CONTRACTOR’S REPRESENTATIONS AND WARRANTIES**

Contractor represents and warrants to County that:

- A. Contractor has the power and authority to enter into and perform this Contract.
- B. This Contract, when executed and delivered, is a valid and binding obligation of Contractor, enforceable in accordance with its terms.
- C. Contractor (to the best of Contractor’s knowledge, after due inquiry), for a period of no fewer than six calendar years preceding the effective date of this Contract, faithfully has complied with:
  - i. All tax laws of this state, including but not limited to ORS 305.620 and ORS chapters 316, 317, and 318;
  - ii. Any tax provisions imposed by a political subdivision of this state that applied to Contractor, to Contractor’s property, operations, receipts, or income, or to Contractor’s performance of or compensation for any work performed by Contractor;
  - iii. Any tax provisions imposed by a political subdivision of this state that applied to Contractor, or to goods, services, or property, whether tangible or intangible, provided by Contractor; and
  - iv. Any rules, regulations, charter provisions, or ordinances that implemented or enforced any of the foregoing tax laws or provisions.
- D. Any Goods/Items/Equipment/Components granted to County under this Contract, and Contractor’s Services rendered in the performance of Contractor’s obligations under this Contract, shall be provided to County free and clear of any and all restrictions on or conditions of use, transfer, modification, or assignment, and shall be free and clear of any and all liens, claims, mortgages, security interests, liabilities, charges, and encumbrances of any kind.

**30. CERTIFICATIONS AND SIGNATURE. THIS CONTRACT MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF CONTRACTOR**

The undersigned certifies under penalty of perjury both individually and on behalf of Contractor is a duly authorized representative of Contractor, has been authorized by Contractor to make all representations, attestations, and certifications contained in this Contract and to execute this Contract on behalf of Contractor.

**MARION COUNTY SIGNATURES  
BOARD OF COMMISSIONERS:**

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Chair \_\_\_\_\_ Date \_\_\_\_\_

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Commissioner \_\_\_\_\_ Date \_\_\_\_\_

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Commissioner \_\_\_\_\_ Date \_\_\_\_\_

Authorized Signature:  \_\_\_\_\_ 06/03/2026  
Department Director or designee \_\_\_\_\_ Date \_\_\_\_\_

Authorized Signature: Jan Fritz \_\_\_\_\_ 06/04/2026  
Jan Fritz (Jun 4, 2026 09:04:28 PDT)  
Chief Administrative Officer \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by Signature: Scott A. Norris \_\_\_\_\_ 06/03/2026  
Scott A. Norris (Jun 3, 2026 16:39:57 PDT)  
Marion County Legal Counsel \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by Signature:  \_\_\_\_\_ 06/03/2026  
Marion County Contracts & Procurement \_\_\_\_\_ Date \_\_\_\_\_

**DPI SECURITY, INC. SIGNATURE**

Authorized Signature: \_\_\_\_\_ Date \_\_\_\_\_

Title: \_\_\_\_\_

## **EXHIBIT A STATEMENT OF WORK**

### **1. STATEMENT OF SERVICES**

Contractor shall perform Services as described below.

#### **A. GENERAL INFORMATION.**

The Contractor shall serve as unarmed private security provider and is responsible for delivering facility monitoring, access control, incident documentation, and emergency notification services. The County acknowledges that the services provided under this Agreement are limited to unarmed facility monitoring. Contractor personnel are not sworn law enforcement officers or deputies and shall not perform correctional or law enforcement functions. Contractor personnel are not responsible for the physical restraint or control of violent individuals, except as reasonably necessary for self-defense.

#### **B. REQUIRED SERVICES, DELIVERABLES AND DELIVERY SCHEDULE.**

Contractor shall provide unarmed security services for the courts of Marion County at the following locations. Additional locations may be added as needed:

- Marion County Courthouse  
100 High Street, NE, Salem, OR, 97301
- Marion County Circuit Court Annex  
4000 Aumsville Hwy, SE, Salem, OR, 97317
- Marion County Juvenile Court  
2970 Center Street, NE, Salem, OR, 97301.

Unarmed Security Services shall include, but are not limited to, the following deliverables:

##### **i. Provision of Security Services**

- a. Security services are to be provided in accordance with all applicable federal, state, and local laws and shall be performed in a timely manner in accordance with accepted industry standards applicable to the Security industry.
- b. Contractor shall provide a well-supervised, fully trained, and competent workforce at all times to perform the Services in a timely and efficient manner. Failure to provide the necessary oversight and supervision will constitute a breach of contract and may result in termination of this agreement.
- c. County reserves the right to change the operations of this contract to meet the changing security concerns or needs. Any changes to the standard operations will be discussed with the Contractor prior to any changes.

##### **ii. Staffing Schedule**

- a. Contractor shall assign six Oregon-certified Facility Screening Security Officers to provide facility entrance screening for eight-hour shifts, five days per week.

- (1) Marion County Courthouse, Monday through Friday, 7:30 AM to 5:00 PM (0730-1700) to include one (1) hour unpaid lunch break per shift.
- (2) Marion County Circuit Court, Monday through Friday, 8:00 AM to 5:00 PM (0800-1700) to include one (1) hour unpaid lunch break per shift.
- (3) Marion County Juvenile Court, Monday through Friday, 8:00 AM to 5:00 PM (0800-1700); or any other beginning and end times as designated by County. Includes one (1) hour unpaid lunch break per shift.
- (4) No shift shall be left unstaffed. Contractor shall provide supervisory support and replacement personnel as necessary.
- (5) Excluding State holidays specified in ORS 187.010 and official closed days observed by Agency.

iii. Background Requirements

- a. Contractor shall conduct a background investigation of all employees to be utilized in the performance of the contract.
- b. Contractor shall establish verification by requiring that prospective employees, as a condition of employment, apply for and receive a criminal history check from the Oregon State Police. (OSP).
- c. Contractor shall provide a list of qualified Security Officers to County that include names, address, and date of birth seven (7) days prior to placement of personnel. All replacement personnel will be subject to the same criteria. Marion County reserves the right to conduct its own background investigation.
- d. Contractor shall ensure that prospective employees meet or exceed the minimum background investigation requirements. Minimum background investigation to include, but not limited to Felony Convictions, Misdemeanor Convictions, Illegal Conduct, Mental Health Disorders, and Prior Work History.
- e. No Security Officer shall assume duties unless they have been in a non-working status for a minimum of eight (8) hours prior to reporting for duty. No Security Officer will be authorized to leave their station during their shift except for those specific to take breaks, lunch, or rotate station duty. Contractor will coordinate and schedule so that screening levels are maintained during breaks and lunches.

iv. Personnel Standards and Conduct

- a. Contractor shall ensure that all Security Officers assigned under this contract are properly licensed and qualified to perform required services:
  - (1) Report to duty in clean, identifiable uniforms.
  - (2) Maintain a professional level of appearance, hygiene, and grooming in accordance with industry-recognized standards and County expectations.
  - (3) Always conduct themselves in a professional and courteous manner.

- (4) Not use or possess alcohol, illegal drugs, marijuana, or tobacco products while on duty or on County property.
  - (5) County reserves the right to require removal and replacement of any officer whose conduct, appearance, or performance is considered inappropriate, unprofessional or otherwise unsatisfactory.
- b. Personnel assigned under this Contract shall:
- (1) Process sufficient proficiency in the English language to effectively read, write, and communicate verbally as required to perform assigned duties and document activities accurately.
  - (2) Have the ability to convey and receive detailed or critical instructions and information in a clear and accurate manner.
  - (3) Be able to perceive, interpret, and respond appropriately to spoken communication and audible alerts generated by screening or monitoring equipment.
  - (4) Be capable of using standard telephone systems to communicate effectively in the performance of assigned duties.
  - (5) Demonstrate basic working knowledge of mathematics sufficient to perform routine calculations and support assigned duties.
  - (6) Demonstrate the necessary aptitude and functional capabilities to safely and effectively perform required tasks. This includes adequate visual acuity (including color differentiation where required), hearing ability, physical coordination, and motor skills consistent with the operational demands of the position and applicable safety standards.
  - (7) Possess sufficient manual dexterity to operate standard office and security equipment, including keyboards and/or ten-key.
  - (8) Be capable of standing, sitting, or walking for extended periods of time, up to eight (8) hours, on a variety of flooring surfaces, as required to perform assigned duties.
  - (9) Be capable of climbing stairs and performing occasional bending, stooping, twisting, and reaching in the course of their duties.
  - (10) Be capable of working in a range of environmental conditions, including exposure to weather conditions such as extreme heat, cold, and moisture.
  - (11) Be available to work flexible schedules including carrying shifts and must be able to respond to emergencies in a timely, appropriate, and effective manner.
  - (12) Maintain strict confidentiality of all information encountered in the course of their duties in accordance with applicable laws, regulations, and County policies.
  - (13) Capable of performing physical searches and related screening operations in accordance with the established procedures.

- (14) Be able to efficiently and thoroughly manipulate, inspect, and handle baggage, containers, and other items subject to screening process.
  - (15) If a Facility Screening Security Officer is unavailable to work their scheduled shift, the Contractor is responsible for assigning individuals who will fully meet the requirements.
  - (16) The Facility Screening Security Officers who are scheduled for shifts at the listed locations will report ¼ of an hour before each shift to check and calibrate equipment, along with preparing checkpoint operations.
- c. Compliance clause: The requirements set forth herein are considered essential functions of the position and may be performed with or without reasonable accommodation, in accordance with applicable state and federal laws.
- v. Contractor Training and Orientation
- a. Contractor shall ensure each Security Officer completes site- specific orientation provided or approved by County.
  - b. The Contractor will conduct periodic Red Team Drills, and the results will be communicated to the Judicial Security Unit (JSU) Sergeant/Onsite Contact:  
  
Judicial Security Unit Sergeant Todd Moquin, see **Exhibit B** for contact information.
  - c. The JSU will also perform Red Team Drills, and the results will be shared with the Contractor.
  - d. A minimum standard must be established (based on current industry standards), and the Contractor shall immediately correct poor performance with remedial training. If the remedial training is ineffective, the Contractor shall remove and replace the Facility Screening Security Officers as necessary.
  - e. Orientation shall include rules and expectations:
    - (1) Access control procedures
    - (2) Emergency response protocols
    - (3) De-escalation expectations
    - (4) Communication and reporting standards
    - (5) Authority limitations applicable to private security personnel.
  - f. County reserves the right to require supplemental training, retraining, or removal of personnel who fail to adhere to site procedures or performance expectations.
- vi. Authority Limitations
- a. Security Officers are not peace officers, and:
    - (1) Have no enforcement authority.

- (2) Shall not conduct criminal investigations.
  - b. Security Officers may only exercise authority consistent with Oregon private security law and general citizen authority.
  - c. All criminal matters shall be referred to law enforcement.
- vii. Communication and Emergency Response
- a. Communication

The Contractor shall maintain daily logbooks documenting all incidents, unusual occurrences, and unlawful acts observed or reported during the performance of duties. Logbooks shall be maintained in an organized manner and made available to County for inspection at any time upon request.

The Contractor shall prepare and submit written incident reports to the JSU within the Marion County Sheriff's Office in a timely manner and in accordance with the established procedures. All reports shall be typewritten and provided in an electronic format compatible with Microsoft Word or Excel, as directed by County.

All confiscated items shall be properly categorized, counted, and documented. Such items, along with the corresponding written report, shall be transferred to the JSU Sergeant on a monthly basis, or more frequently if directed by the County, in accordance with established procedures.
  - b. Unauthorized Access and Law Enforcement Notification

Security Officer shall be responsible for promptly alerting a Law Enforcement Officer (LEO) of an individual attempting to gain unauthorized access. Security Officers may detain such individuals in accordance with applicable laws and policy and shall transfer custody to the on-duty LEO as soon as practicable.
  - c. Emergency Response Procedures

In the event of an Emergency, including but not limited to, a physical altercation, suspected or confirmed weapon possession, medical emergency, fire or fire hazard, significant facility disturbance (e.g. water leakage, broken locks, broken or cracked windows, hazardous flooring conditions), or any threat to life or safety, Security Officer(s) on duty shall immediately contact the JSU and take the following actions:

    - (1) Move to or maintain a safe position.
    - (2) Notify JSU via telephone or radio, as identified in Exhibit B -Key Persons.
    - (3) Maintain observation of the situation, if safe to do so.
    - (4) Complete required written incident documentation in accordance with established procedures.
  - d. Prohibited or Dangerous items Identified During Screening:

If any explosive, deadly, or dangerous items are identified during the screening process, screening personnel shall immediately activate the emergency stop suppress (“RED STOP”) function on the X-ray equipment and notify the JSU. Personnel shall not touch, handle, or attempt to remove the item and shall secure the screening area as appropriate until relieved by authorized personnel.

e. Use of Force Limitations

Security Officers shall not intervene in violent situations beyond what is reasonably necessary for self-defense or defense of others, consistent with applicable laws, training, and County policy.

viii. Access Control and Screenings Procedures:

a. The Security Officer shall maintain secured exterior doors.

- (1) The Contractor shall implement and maintain effective access control procedures at all designated entry points to regulate and monitor ingress into the facilities.
- (2) If prohibited or non-allowable items are identified during the screening process, the individual shall be required to voluntarily surrender the items or be denied entry into the facility.
- (3) Any items voluntarily surrendered shall not be retained, stored, or returned by security personnel or County. Individuals shall be responsible for the disposition of such items prior to entry.
- (4) During periods of increased screenings demand, staffing levels may be augmented beyond the minimum requirements to maintain efficient screening operations. Such adjustments may include the assignment of additional Facility Screening Security Officers at access points. The Contractor shall be responsible for ensuring that screening operations remain efficient at all times.
- (5) During periods of reduced activity, staffing levels may be adjusted accordingly, subject to prior approval of the JSU Sergeant.
- (6) Screening Requirements for Entry:

All individuals seeking to pass beyond designated screening points shall be required to undergo security screening. Screening of persons shall typically be conducted using metal detection equipment.

Individuals shall not retain hand-carried items on their person during screening process, except for clothing and minimal personal effects (e.g. Identification badge or passes). All hand carried items shall be subject to separate inspection.

All items entering through the screening points shall be screened. Inspections shall be conducted in a thorough, professional, and reasonable manner. If an individual declined to have the hand-carried items screened using standard equipment, such items may be subject to alternative inspection methods sufficient to reasonably determine that they do

not contain prohibited items. If an individual refuses to permit inspection of hand-carried items, such items shall not be permitted beyond the screening point.

Any indication of unaccounted-for metal on an individual must be fully resolved to the satisfaction of screening personnel. An individual shall only be permitted to proceed beyond the screening point upon successful completion of both personal screening and inspection of all carried items.

Individuals may decline to undergo screening; however, any individual who refuses screening shall be denied entry beyond the screening points. The JSU Deputies will be notified of any individual refusing to comply with screening requirements.

(7) Screening Exceptions and Alternative Procedures:

Individuals who are unable to undergo standard screening procedures due to mobility limitations, medical conditions, or the use of assistive devices (e.g. crutches, wheelchairs, stretchers, prosthetic devices) shall be provided with alternative screening methods. Such screening may be conducted in a private setting, as appropriate, and shall be performed with the individuals' consent using a handheld metal detection device, physical inspection, or a combination of both, sufficient to reasonably ensure the absence of prohibited items.

Upon completion of alternative screening, the individual may be escorted through or around the screening points, as appropriate. All hand-carried items shall remain subject to standard screening procedures.

All alternative screenings shall be conducted in a professional, respectful, and non-discriminatory manner, consistent with the applicable laws, regulations, and County policy.

If an individual declines or refuses to participate in alternative screening procedures, the individual shall be denied entry beyond the screening point. The JSU Deputies shall be notified of any such refusal, and further action shall be taken in accordance with established protocols.

b. Screening functions:

The Contractor shall ensure that personnel screening operations are in accordance with established procedures and role-specified assignments. For purposes of this Contract, screening activities are divided into two primary functions:

- (1) Property Screening Function: Includes the operation of X-ray equipment and the physical inspection of personal property, baggage, containers, and other items.
- (2) Personnel Screening Function: Includes screening individuals through a walkthrough metal detector and/or the use of handheld metal detection devices.

Personnel shall be assigned to perform only one (1) screening function at a time. Under no circumstance shall a single Security Officer simultaneously perform both property screening and personnel screening functions.

Staffing levels and post assignments shall be structured to ensure continuous, effective coverage of both screening functions while maintaining this separation of duties.

ix. Equipment:

The County shall furnish all primary screening and communication equipment required for performance under this Contract, including but not limited to the X-ray machines, walkthrough metal detectors (magnetometer), handheld metal detectors, and radios.

The County-issued equipment shall remain the property of the County and shall be used solely for the official duties under this Contract. Under no circumstance shall equipment or items assigned to duty stations or located within the Court facilities be removed from the premises without prior written authorization from the JSU.

Facility Screening Security Officers shall utilize only County-provided equipment in performance of their duties. The use of personal equipment or Contractor-provided equipment as a substitute for County-issued equipment is strictly prohibited unless expressly authorized in advance by the JSU Sergeant.

Any violations of this provision shall be reported to the Contractor and may result in immediate removal of the individual from duty, along with potential disciplinary action, up to and including dismissal from assignment under the Facility Security program. Such actions are in addition to any other remedies available to the County under this Contract or applicable law, including but not limited to those related to unauthorized use or removal of County property.

C. SPECIAL REQUIREMENTS.

Contractor shall be solely responsible for and shall have control over the means, methods, techniques, sequences, and procedures of performing the work, subject to the plans and specifications under this Contract and shall be solely responsible for the errors and omissions of its employees, subcontractors, and agents.

Contractor has the skill and knowledge possessed by well-informed members of its industry, trade or profession and Contractor will apply that skill and knowledge with care and diligence and perform Services in a timely, professional, and workmanlike manner in accordance with standards applicable to Contractor's industry, trade or profession.

D. KEY PERSONS. Contractor and County agree that each individual on Exhibit B is an individual whose special qualifications and involvement in Contractor's performance of Services form part of the basis of agreement between the parties for this Contract and is an individual through whom Contractor shall provide to County the expertise, experience, judgment, and personal attention required to perform Services ("Key Person").

Each of the persons listed in Exhibit B is a Key Person under this Contract.

Neither Contractor nor any Key Person of Contractor shall delegate performance of Services that any Key Person is required to perform under this Contract to others without first obtaining County's written consent. Further, Contractor shall not, without first obtaining County's prior written consent, re-assign or transfer any Key Person to other duties or positions so that the Key Person is no longer available to provide County with that Key Person's expertise, experience, judgment, and personal attention. If Contractor requests County to approve a re-assignment or transfer of a Key Person, County shall have the right to interview, review the qualifications of, and approve or disapprove the

proposed replacement(s) for the Key Person. Any individual County approves as a replacement for a Key Person is deemed a Key Person under this Contract.

## 2. COMPENSATION

The total amount available for payment to Contractor under Exhibit A, section 2.A and for authorized reimbursement to Contractor under Exhibit A, section 2.C is **\$914,284.80**.

### A. METHOD OF PAYMENT FOR SERVICES:

The County shall pay Contractor at a fixed rate of **\$36.63** per hour but not in excess of \$914,284.80. for Facility Screening Officer (FSO) services under this contract.

Each FSO shall be scheduled for eight hours per day, 40 hours per week, Monday through Friday. A total of six FSO's shall be assigned under this contract.

#### i. Weekly Compensation

The weekly cost per FSO shall be \$1,465.20, resulting in a total weekly cost of \$8,791.20 for six FSO's.

#### ii. Monthly Compensation

Monthly costs shall vary based on the number of workweeks in a given month:

- For months containing four weeks (eight months annually), the monthly cost shall be \$5,860.80 per FSO, totaling \$35,164.80 for six FSO's.
- For months containing five weeks (four months annually), the monthly cost shall be \$7,326.00 per FSO, totaling \$43,956.00 for six FSO's.

#### iii. Maximum Hours

Total scheduled hours shall be 240 hours per week, not to exceed 960 hours per month.

#### iv. Holiday and Service Exclusions

Services shall not be required on State-recognized holidays as defined in ORS 187.010, or on official County closure days, Recognized holidays include:

- New Year's Day
- Martin Luther King Jr. Day
- Memorial Day
- Juneteenth
- Independence Day (Fourth of July)
- Labor Day
- Thanksgiving Day
- Day After Thanksgiving
- Christmas Day

#### v. Overtime and Additional Services

The Contractor shall staff personnel in a manner that avoids overtime under normal operating conditions, and:

- Any hours worked beyond the contracted schedule must receive prior written approval from the County.
- If the County requests services outside standard operating hours, the Contractor must obtain advance authorization from the Contract Administrator prior to incurring any overtime costs.

- B. **BASIS OF PAYMENT FOR SERVICES.** County shall pay Contractor monthly progress payments upon County's approval of Contractor's invoice submitted to County for completed Services and delivered Goods, but only after County has determined that Contractor has completed, and County has accepted the completed Services and County has accepted the delivered goods.
- C. **EXPENSE REIMBURSEMENT.** County will not reimburse Contractor for any expenses under this Contract.
- D. **GENERAL PAYMENT PROVISIONS.** Notwithstanding any other payment provision of this Contract, failure of Contractor to submit required reports when due, or failure to perform or document the performance of contracted services, may result in withholding of payments under this Contract. Such withholding payment for cause shall begin 30 days after written notice is given by County to Contractor, and shall continue until Contractor submits required reports, performs required services or establishes, to County's satisfaction, that such failure arose out of causes beyond the control, and without the fault or negligence of Contractor.
- i. If Contractor fails to present invoices in proper form within 60 calendar days after the end of the month in which the services were rendered, Contractor waves any right to present such invoices thereafter and to receive payment, therefor.
  - ii. Payment will be made to contractor no later than 45 calendar days from receipt if invoice is completed in conformance with the contractual requirements.
  - iii. The County will notify the Contractor within 10 calendar days of receipt of invoice regarding necessary revisions or corrections to the invoice. If revisions are necessary, payment will be made not later than 45 calendar days after receipt of revised invoice.
- E. **INVOICES.** Contractor shall send all invoices to County's Contract Administrator at the address specified below or to any other address as County may indicate in writing to Contractor. The invoices will include detailed description of Services performed, Date of Service, rate for Services performed, number of hours worked, total amount due.

**Marion County**  
**Attn: Sheriff's Office, Bethany Johnston**  
**SO-Contracts@co.marion.or.us**  
**PO BOX 14500**  
**Salem, OR 97309**

**EXHIBIT B**  
**CONTACT INFORMATION FOR THE PARTIES**

Email addresses in this Attachment are provided for purpose of notice and communication.

**CONTRACTOR CONTRACT ADMINISTRATOR**

Company Name: DPI Security, Inc.  
Person Name: Larry Welty  
Title: President Security Services  
Address 4950 NE Martin Luther King Jr Blvd  
City State Zip: Portland, OR 97211  
Phone: 503-519-3474  
Cell: 503-519-3474; Fax: 503-284-0718  
Email: [lwelty@dpisecurity.com](mailto:lwelty@dpisecurity.com)

**CONTRACTOR CONTACT**

Company Name: DPI Security, Inc.  
Person Name: Bill Traughber  
Title: Vice President of Business Development  
Address: 4950 NE Martin Luther King Jr. Blvd.  
City State Zip: Portland, OR 97211  
Phone: 503-331-3816  
Cell: 360-608-1374; Fax: 503-284-0548  
Email: [btraughber@dpisecurity.com](mailto:btraughber@dpisecurity.com)

**CONTRACTOR REPRESENTATIVE**

Company Name: DPI Security, Inc.  
Location: **EUGENE AREA CONTACT**  
Address Street: 101 East Broadway, Suite 300  
City State Zip: Eugene, OR 97401  
Phone: 971-865-1353; Fax: 541-225-5203  
Email: [DPI Security, Inc. - Eugene](mailto:DPI Security, Inc. - Eugene)

**CONTRACTOR SERVICE REPRESENTATIVE**

Company Name: DPI Security, Inc.  
Location: **PORTLAND AREA CONTACT**  
Address: 4950 NE Martin Luther King Jr. Blvd.  
City State Zip: Portland, OR 97211  
Phone: 503-281-1289; Fax: 503-284-0548  
Email: [DPI Security, Inc. - Portland](mailto:DPI Security, Inc. - Portland)

**CONTRACTOR SERVICE REPRESENTATIVE**

Company Name: DPI Security, Inc.  
Location: **SALEM AREA CONTACT**  
Address Street: 2235 Mission St. SE, Suite 100  
City State Zip: Salem, OR 97302  
Phone: 503-943-0039, Fax: 503-856-9848  
Email: [DPI Security Inc. - Salem](mailto:DPI Security Inc. - Salem)

**CONTRACTOR ACCOUNTS RECEIVABLE**

Company Name: DPI Security, Inc./DePaul Industries  
Person Name: Emily Pass  
Title: Accounting Specialist  
Address Street: 4950 N.E. Martin Luther King Jr. Blvd  
City State Zip: Portland, OR 97211  
Phone: 503-331-3818  
Fax: 503-284-0718  
Email: [epass@thedpigroup.com](mailto:epass@thedpigroup.com)

**COUNTY-CONTRACT ADMINISTRATOR**

Agency Name: Marion County Sheriff's Office  
Person Name: Matt Wilkinson  
Title: Operations Commander  
Address Street: 100 High Street NE  
City State Zip: Salem, OR 97301  
Phone: 503-566-6925  
Email: [MWilkinson@co.marion.or.us](mailto:MWilkinson@co.marion.or.us)

**COUNTY- MANAGER**

Agency Name: Marion County Sheriff's Office  
Person Name: Sherrie Hickam  
Title: Administrative Service Manager  
Address Street: 100 High Street NE  
City State Zip: Salem, OR 97301  
Phone: 503-589-3275  
Email: [SHickam@co.marion.or.us](mailto:SHickam@co.marion.or.us)

**COUNTY- ONSITE CONTACT**

Agency Name: Marion County Sheriff's Office  
Person Name: Todd Moquin  
Title: Judicial Security Unit Sergeant  
Address Street: 100 High Street NE  
City State Zip: Salem, OR, 97301  
Phone: 503-576-7229  
Cell: 503-932-4256  
Email: [Tmoquin@co.marion.or.us](mailto:Tmoquin@co.marion.or.us)

**COUNTY-ACCOUNTS PAYABLE**

Agency Name: Marion County Sheriff's Office  
Person Name: Liliana Estrada  
Title: Accounting Specialist  
Address Street: 100 High Street NE  
City State Zip: Salem, OR 97301  
Phone: 503-373-4472  
Email: [Eestradiadiaz@co.maion.or.us](mailto:Eestradiadiaz@co.maion.or.us)

**COUNTY CONTRACT CONTACT**

Agency Name: Marion County Sheriff's Office  
Person Name: Bethany Johnston  
Title: Management Analyst  
Address Street: 100 High Street NE  
City State Zip: Salem, OR 97301  
Phone: 503-589-3261  
Email: [Btjohnston@co.marion.or.us](mailto:Btjohnston@co.marion.or.us)