



CLACKAMAS COUNTY COMMUNITY CORRECTIONS
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Capt. Malcolm McDonald
 Director

January 27, 2022

Board of County Commissioners
 Clackamas County

Members of the Board:

**Revised - Approval of an Intergovernmental Agreement between
 Clackamas County Community Corrections (CCCC) and Portland State University (PSU)**

Purpose/Outcomes	Approval of an IGA between CCCC and PSU, for the development of phase one to create an assessment report that summarizes key priorities for an equity plan.
Dollar Amount and Fiscal Impact	\$18,000 – No County General Funds are involved.
Funding Source(s)	Justice Reinvestment Grant funded by the State of Oregon Criminal Justice Commission (CJC)
Duration	Upon Execution – February 28, 2022
Previous Board Action	No Previous Board Action
Strategic Plan Alignment	<ol style="list-style-type: none"> 1. Ensure safe, healthy and secure communities 2. Build public trust through good government
Counsel Review	This contract has been reviewed by County Counsel on January 13, 2022
Contact Person	Malcolm McDonald, CCCC Director (503) 655-8717
Contract Number	TBD

BACKGROUND: Clackamas County Local Public Safety Coordinating Council (LPSCC) has approached the PSU National Policy Consensus Center (NPCC), a nationally recognized leader in collaborative process, regarding the preparation of their Equity Plan. NPCC will help guide and support the LPSCC members and key partners that include: Clackamas County Equity, Diversity and Inclusion Council (EDIC); Clackamas County Leaders for Equity, Diversity and Inclusion Council (LEDIC), and the statewide Equity and Accountability Committee of the Justice Reinvestment Advisory Body, in phase one to create an assessment report that would summarize what interviewees identify as key priorities for an equity plan. NPCC would also provide LPSCC a scan of best practices that would be included in the final assessment report.

NPCC will produce the final report summarizing perspectives on the key priorities, issues, opportunities for shared activities, resources, data needs, and opportunities for community engagement (based on the assessment). Then facilitation of next steps for phase two will be planned for recommendations of the equity planning with Clackamas LPSCC.

RECOMMENDATION: CCCC respectfully requests that the Board of County Commissioners approve this Intergovernmental Agreement with PSU NPCC for the phase one development of an equity plan, and authorizes Malcolm McDonald, CCCC Director to sign on behalf of Clackamas County and Commissioner Tootie Smith, Chair, to sign on behalf of the Board of County Commissioners.

Respectfully submitted,

Captain Malcolm McDonald
Director, Community Corrections

**INTERGOVERNMENTAL AGREEMENT
BETWEEN CLACKAMAS COUNTY
AND PORTLAND STATE UNIVERSITY**

THIS AGREEMENT (this "Agreement") is entered into and between Clackamas County ("County"), a political subdivision of the State of Oregon, and Portland State University ("Agency"), on behalf of its National Policy Center, collectively referred to as the "Parties" and each a "Party."

RECITALS

Oregon Revised Statutes Chapter 190.010 confers authority upon local governments to enter into agreements for the performance of any and all functions and activities that a party to the agreement, its officers or agencies have authority to perform.

Clackamas County Local Public Safety Coordinating Council (LPSCC) has approached The National Policy Consensus Center (NPCC), a nationally recognized leader in collaborative process, regarding the preparation of their Equity Plan. NPCC will help guide and support the LPSCC members and key partners that include: Clackamas County Equity, Diversity and Inclusion Council (EDIC); Clackamas County Leaders for Equity, Diversity and Inclusion Council (LEDIC), and the statewide Equity and Accountability Committee of the Justice Reinvestment Advisory Body, in phase one to create an assessment report that would summarize what interviewees identify as key priorities for an equity plan. NPCC would also provide LPSCC a scan of best practices that would be included in the final assessment report.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

TERMS

1. **Term.** This Agreement shall be effective upon execution, and shall expire upon the completion of each and every obligation of the Parties set forth herein, or February 28, 2022, whichever is sooner.
2. **Scope of Work.** The Agency agrees to provide the services further identified in the Scope of Work attached hereto as Exhibit A and incorporated herein ("Work").
3. **Consideration.** The County agrees to pay Agency, from available and authorized funds, a flat fee sum not to exceed **Eighteen Thousand Dollars** (\$18,000) for accomplishing the Work required by this Agreement.
4. **Payment.** Unless otherwise specified, the Agency shall submit an initial invoice for 75% of contract amount upon contract execution. Agency will invoice for 25% of remaining balance of contract upon completion of work by February 28, 2022. Invoices shall describe all Work performed with particularity, by whom it was performed, and shall itemize and explain all expenses for which reimbursement is claimed. Payments shall be made to Agency following the County's review and approval of invoices submitted by Agency. Agency shall not submit invoices for, and the County will not pay, any amount in excess of the maximum compensation amount set forth above.
5. **Representations and Warranties.**
 - A. *Agency Representations and Warranties:* Agency represents and warrants to County that Agency has the power and authority to enter into and perform this Agreement, and

this Agreement, when executed and delivered, shall be a valid and binding obligation of Agency enforceable in accordance with its terms.

- B. *County Representations and Warranties*: County represents and warrants to Agency that County has the power and authority to enter into and perform this Agreement, and this Agreement, when executed and delivered, shall be a valid and binding obligation of County enforceable in accordance with its terms.
- C. The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

6. Termination.

- A. Either the County or the Agency may terminate this Agreement at any time upon thirty (30) days written notice to the other party.
- B. Either the County or the Agency may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination however, the Party seeking the termination shall give the other Party written notice of the breach and of the Party's intent to terminate. If the breaching Party has not entirely cured the breach within fifteen (15) days of deemed or actual receipt of the notice, then the Party giving notice may terminate the Agreement at any time thereafter by giving written notice of termination stating the effective date of the termination. If the default is of such a nature that it cannot be completely remedied within such fifteen (15) day period, this provision shall be complied with if the breaching Party begins correction of the default within the fifteen (15) day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable. The Party giving notice shall not be required to give more than one (1) notice for a similar default in any twelve (12) month period.
- C. The County or the Agency shall not be deemed to have waived any breach of this Agreement by the other Party except by an express waiver in writing. An express written waiver as to one breach shall not be deemed a waiver of any other breach not expressly identified, even though the other breach is of the same nature as that waived.
- D. The County may terminate this Agreement in the event the County fails to receive expenditure authority sufficient to allow the County, in the exercise of its reasonable administrative discretion, to continue to perform under this Agreement, or if federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the Project under this Agreement is prohibited or the County is prohibited from paying for such work from the planned funding source. In such event, County shall pay Agency for any documented Work completed prior to termination.
- E. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.

7. Indemnification.

- A. Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act (ORS 30.260 through 30.300), or successor statute, the County agrees to indemnify, save harmless and defend the Agency, its officers, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof arising out of or based upon damages or injuries to persons or property caused by the negligent or willful acts of the County or its officers, employees, or agents.

To the extent permitted under law, including, without limitation, the Oregon Constitution Article XI, Section 7, and subject to the limits and conditions of the Oregon Tort Claims Act (ORS 30.260 through 30.300), or successor statute, the Agency agrees to indemnify, save harmless and defend the County, its officers, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof arising out of or based upon

damages or injuries to persons or property caused by the negligent or willful acts of the Agency or its officers, employees, or agents.

8. **Insurance.** The Parties agree to maintain levels of insurance, or self-insurance, sufficient to satisfy their obligations under this Agreement and all requirements under applicable law.
9. **Notices; Contacts.** Legal notice provided under this Agreement shall be delivered personally, by email or by certified mail to the individuals identified below. Any communication or notice so addressed and mailed shall be deemed to be given upon receipt. Any communication or notice sent by electronic mail to an address indicated herein is deemed to be received 2 hours after the time sent (as recorded on the device from which the sender sent the email), unless the sender receives an automated message or other indication that the email has not been delivered. Any communication or notice by personal delivery shall be deemed to be given when actually delivered. Either Party may change the Party contact information, or the invoice or payment addresses by giving prior written notice thereof to the other Party at its then current notice address.
 - A. Captain Malcolm McDonald or their designee will act as liaison for the County.

Contact Information:

Clackamas County Community Corrections
Email: malcolmmcd@clackamas.us
Phone: (503) 655-8717

Laurel Singer or their designee will act as liaison for the Agency.

Contact Information:

National Policy Consensus Center
Email: laurels@pdx.edu
Phone: (503) 784-5904

With a copy to:
Portland State University Contracting & Procurement Services
Attn: Contracts Officer
PO Box 751, MC: CAPSPortland, OR 97207-0751
Telephone: (503) 725-3441
Email: contract@pdx.edu

10. General Provisions.

- A. **Oregon Law and Forum.** This Agreement, and all rights, obligations, and disputes arising out of it will be governed by and construed in accordance with the laws of the State of Oregon and the ordinances of Clackamas County without giving effect to the conflict of law provisions thereof. Any claim between County and Agency that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Clackamas County for the State of Oregon. In no

event shall this section be construed as a waiver by the County of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the Eleventh Amendment to the Constitution of the United States or otherwise, from any claim or from the jurisdiction of any court. Agency, by execution of this Agreement, hereby consents to the in personam jurisdiction of the courts referenced in this section.

- B. **Compliance with Applicable Law.** Both Parties shall comply with all applicable local, state and federal ordinances, statutes, laws and regulations. All provisions of law required to be a part of this Agreement, whether listed or otherwise, are hereby integrated and adopted herein. Failure to comply with such obligations is a material breach of this Agreement.
- C. **Non-Exclusive Rights and Remedies.** Except as otherwise expressly provided herein, the rights and remedies expressly afforded under the provisions of this Agreement shall not be deemed exclusive, and shall be in addition to and cumulative with any and all rights and remedies otherwise available at law or in equity. The exercise by either Party of any one or more of such remedies shall not preclude the exercise by it, at the same or different times, of any other remedies for the same default or breach, or for any other default or breach, by the other Party.
- D. **Access to Records.** Agency shall retain, maintain, and keep accessible all records relevant to this Agreement (“Records”) for a minimum of six (6) years, following Agreement termination or full performance or any longer period as may be required by applicable law, or until the conclusion of an audit, controversy or litigation arising out of or related to this Agreement, whichever is later. Agency shall maintain all financial records in accordance with generally accepted accounting principles. All other Records shall be maintained to the extent necessary to clearly reflect actions taken. During this record retention period, Agency shall permit the County’s authorized representatives’ access to the Records at reasonable times and places for purposes of examining and copying.
- E. **Work Product.** All work product of Agency that results from this Agreement (the “Work Product”) is the exclusive property of Agency. Agency and County do not intend that such Work Product be deemed a “work made for hire” where County would be deemed the author. If for any reason the work product is deemed a “work made for hire,” County hereby irrevocably assigns to Agency all its right, title, and interest in and to any and all of the Work Product, whether arising from copyright, patent, trademark, trade secret, or any other state or federal intellectual property law or doctrine. Notwithstanding the foregoing language, Agency hereby grants County a non-exclusive, royalty free, irrevocable license to use, circulate and reproduce the Work Product for County’s own use..
- F. **Debt Limitation.** This Agreement is expressly subject to the limitations of the Oregon Constitution and Oregon Tort Claims Act, and is contingent upon appropriation of funds. Any provisions herein that conflict with the above referenced laws are deemed inoperative to that extent.
- G. **Severability.** If any provision of this Agreement is found to be unconstitutional, illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and

the offending provision shall be stricken. The Court or other authorized body finding such provision unconstitutional, illegal or unenforceable shall construe this Agreement without such provision to give effect to the maximum extent possible the intentions of the Parties.

- H. **Integration, Amendment and Waiver.** Except as otherwise set forth herein, this Agreement constitutes the entire agreement between the Parties on the matter of the Project. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of either Party to enforce any provision of this Agreement shall not constitute a waiver by such Party of that or any other provision.
- I. **Interpretation.** The titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.
- J. **Independent Contractor.** Each of the Parties hereto shall be deemed an independent contractor for purposes of this Agreement. No representative, agent, employee or contractor of one Party shall be deemed to be a representative, agent, employee or contractor of the other Party for any purpose, except to the extent specifically provided herein. Nothing herein is intended, nor shall it be construed, to create between the Parties any relationship of principal and agent, partnership, joint venture or any similar relationship, and each Party hereby specifically disclaims any such relationship.
- K. **No Third-Party Beneficiary.** Agency and County are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.
- L. **Subcontract and Assignment.** Agency shall not enter into any subcontracts for any of the work required by this Agreement, or assign or transfer any of its interest in this Agreement by operation of law or otherwise, without obtaining prior written approval from the County, which shall be granted or denied in the County's sole discretion. County's consent to any subcontract shall not relieve Agency of any of its duties or obligations under this Agreement.
- M. **Counterparts.** This Agreement may be executed in several counterparts (electronic or otherwise), each of which shall be an original, all of which shall constitute the same instrument.
- N. **Survival.** All provisions in Sections 5, 7, and 10 (A), (C), (D), (E), (G), (H), (I), (J), (L), (O), (Q), (R), (T), and (U) shall survive the termination of this Agreement, together with all other rights and obligations herein which by their context are intended to survive.

- O. **Necessary Acts.** Each Party shall execute and deliver to the others all such further instruments and documents as may be reasonably necessary to carry out this Agreement.
- P. **Time is of the Essence.** Agency agrees that time is of the essence in the performance this Agreement.
- Q. **Successors in Interest.** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective authorized successors and assigns.
- R. **Force Majeure.** Neither Agency nor County shall be held responsible for delay or default caused by events outside of the Agency or County's reasonable control including, but not limited to, fire, terrorism, riot, acts of God, or war. However, Agency shall make all reasonable efforts to remove or eliminate such a cause of delay or default and shall upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement.
- S. **Confidentiality.** Agency acknowledges that it and its employees or agents may, in the course of performing their responsibilities under this Agreement, be exposed to or acquire confidential information. Any and all information of any form obtained by Agency or its employees or agents in the performance of this Agreement shall be deemed confidential information of the County ("Confidential Information"). Agency agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Agency uses in maintaining the confidentiality of its own confidential information, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give, or disclose Confidential Information to third parties or use Confidential Information for any purpose unless specifically authorized in writing under this Agreement. Agency's obligations with regard to Confidential Information are subject to ORS 192.311-478.
- T. **No Attorney Fees.** In the event any arbitration, action or proceeding, including any bankruptcy proceeding, is instituted to enforce any term of this Agreement, each party shall be responsible for its own attorneys' fees and expenses.

IN WITNESS HEREOF, the Parties have executed this Agreement by the date set forth opposite their names below.

Clackamas County

Chair, Tootie Smith
Commissioner, Sonya Fischer
Commissioner, Paul Savas
Commissioner, Martha Schrader
Commissioner, Mark Shull

Signing on Behalf of Clackamas County
Community Corrections

Chair, Board of County Commissioners

Date

**Portland State University National Policy
Consensus Center**

Executive Director, Laurel Singer,
or authorized representative

Signing on Behalf of Portland State University
National Policy Consensus Center



Name: Cassie Leonardi
Title: Contracts Officer

01/13/2022

Date

Approved as to Form:



County Counsel

01/13/2022

Date

Exhibit A

SCOPE OF WORK

The Project

Portland State University, through its National Policy Consensus Center (NPCC), will conduct an assessment, consisting of interviews with current Local Public Safety Coordinating Council LPSCC members and key partners, that could serve as a foundation for shared action in crafting and implementing an equity plan.

NPCC will create an assessment report that summarizes what interviewees identify as key priorities for an equity plan, issues that would be addressed in implementing an equity plan, ideas for public engagement, current efforts and resources within the LPSCC entities, existing and needed data, and recommendations for next steps. NPCC staff will also provide a scan of best practices that would be included in the final assessment report.

NPCC will work with LPSCC members and leadership to review this report and identify next steps and potential resources that would be available to create and implement an equity plan, which may involve some on-going work facilitated by NPCC.

Scope of Work: Assessment Activities

The following details the tasks associated with completing “phase 1” assessment activities:

- **Develop interview protocols.** These protocols would outline assessment questions, what and how to communicate with LPSCC members about the assessment, who to interview, contact information for interviewees, management of information. NPCC staff would work with the identified LPSCC leader(s) to finalize protocols and initiative communication about the assessment. (October)
- **Interview LPSCC chair and members** using questions developed. (Late October – November)
- **Interview other key community members, community based organization members and public officials** regarding the Clackamas criminal justice system and racial equity issues. This part of the scope would also explore how this effort intersects with exploring a) Clackamas County Equity, Diversity and Inclusion Council (EDIC), b) Clackamas County Leaders for Equity, Diversity and Inclusion Council (LEDIC), and c) the statewide Equity and Accountability Committee of the Justice Reinvestment Advisory Body and their September 2020 report. (Late October – November)
- **Conduct research scan about best practices** that may be utilized by LPSCC in addressing issues of equity. (November)
- **Synthesize and compile a report** the information gained through interviews and research scan (December)
- **Facilitate a meeting with LPSCC chair and members** to review the report and identify potential next steps. (February 2022)

Deliverables

- A final report summarizing perspectives on the key priorities, issues, opportunities for shared activities, resources, data needs, and opportunities for community engagement (based on the assessment) for discussion with the Clackamas LPSCC.
- Recommendations for next steps in the equity planning process.
- Facilitation of next steps discussion with the full LPSCC.