



DAN JOHNSON
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

October 15, 2020

Board of Commissioners
Clackamas County

Members of the Board:

Approval to accept the Transportation Growth Management (TGM) grant award
to update the Pedestrian and Bicycle Master Plans

Purpose	Approval to accept the TGM grant award to update the Pedestrian and Bicycle Master Plans.
Dollar Amount and Fiscal Impact	\$200,000 in TGM grant funds. Matching funds in the amount of \$24,000 (12%) in the form of in-kind staff time.
Funding Source	TGM grant award and in-kind staff time match funded by the Clackamas County Road Fund.
Duration	Project expected to commence summer of 2021 and be complete no later than January 2024. Intergovernmental agreement with ODOT forthcoming
Previous Board Action	Board authorization to apply for grant at July 23, 2020 business meeting
Strategic Plan Alignment	This item aligns with the stated policy perspectives of: <ul style="list-style-type: none"> • Carbon Neutrality, including developing and implementing a Climate Action Plan • Healthy and Active Lifestyle, guiding housing, transportation, and land use policies and decisions
Counsel Review	This items does not require Counsel Review. A lifecycle form was prepared at the time grant submitted.
Procurement Review	1. Was this item processed through Procurement? No 2. If no, provide brief explanation: Item is to accept a grant
Contact Person	Scott Hoelscher, Senior Transportation Planner - 742-4533

BACKGROUND:

The Department of Transportation and Development was awarded a Transportation and Growth Management (TGM) grant to simultaneously update the Pedestrian and Bicycle Master Plans. The goal of this project to establish a comprehensive long-term vision for improving walking and biking as a mode of transportation in Clackamas County. The end result will be a document that guides and equitably prioritizes future biking and walking transportation investments and active transportation policy in Clackamas County for the next 20 years. The consolidated *Bike and Walk Clackamas Plan* will serve as the pedestrian and bicycle elements of the Transportation System Plan, which is Chapter 5 of the Comprehensive Plan. The project is expected to commence summer of 2021 and must be completed no later than January of 2024.

RECOMMENDATION:

Staff respectfully recommends the acceptance of Transportation and Growth Management (TGM) grant funds to update the Clackamas County Pedestrian and Bicycle Master Plans and requests the BCC sign the attached "TGM 2020 Grant Acceptance Form."

Respectfully submitted,

Scott Hoelscher

Scott Hoelscher- Senior Transportation Planner

TGM 2020 GRANT ACCEPTANCE FORM

Due October 30, 2020

1E-20

Clackamas County

Bike and Walk Clackamas Plan

I have reviewed the award letter dated September 24, 2020 and the 2020 Grantee Packet. I understand and agree that:

TGM Project Management

- Scott Hoelscher shall act as the local project manager. The local project manager has sufficient time and experience to negotiate on the behalf of the Clackamas County and to manage the project effectively as outlined on page 3 of the 2020 Grantee Packet.

Funding and Match

- Clackamas County shall provide match of at least 12% of the total project cost.
- 096992656 is the Clackamas County's DUNS number.

Timelines

- The local project manager shall work with Seth to meet the timelines outlined on page 2 of the 2020 Grantee Packet.
- The project must be completed by January 31, 2024.
- Jim Bernard – Chair, Board of County Commissioners
Name and Title

_____ Date: October 7, 2020

E-mail to Elizabeth Ledet at elizabeth.l.ledet@odot.state.or.us
Please contact her at 503-986-3205 if you have any question.



Oregon

Kate Brown, Governor

Transportation & Growth Management Program

555 13th Street, Suite 2

Salem, OR 97301-4178

FAX (503) 986-4174

<http://www.oregon.gov/lcd>

September 24, 2020

Scott Hoelscher
Clackamas County
150 Beaver Creek Rd.
Oregon City, OR 97045

Re: Clackamas County
Bike and Walk Clackamas Plan

Dear Scott Hoelscher:

We are pleased to inform you that the Transportation and Growth Management (TGM) Program has selected the Bike and Walk Clackamas Plan to move forward to the next stage of the grant award process. Our grant manager for the project will contact you within the next week to set a date for a first meeting and start developing a statement of work. Your grant manager is Seth Brumley (503-731-8234; Seth.A.Brumley@odot.state.or.us).

Seth will work with you over the next few months to negotiate a project statement of work (SOW) by February 18, 2021. We expect that the Intergovernmental Agreement (IGA) will be ready for your signature within three months of when the SOW is agreed to and submitted for consultant selection. By October 30, 2020, return the attached Grant Acceptance Form indicating that you have read and understood the 2020 Grantee Packet, which outlines the process from grant award to contract and IGA execution.

Congratulations once again. We look forward to working with you on your project.

Sincerely,

Matthew Crall
TGM Program Manager, DLCD

Michael Rock
TGM Program Manager, ODOT

cc: Seth Brumley, TGM
1.08-20/1E-20 File

Attachments

Grantee Acceptance Form
2020 Grantee Packet



Transportation & Growth Management Program

2020 Grantee Packet

Better Ways To Better Places
Since 1993

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TGM MISSION

Oregon’s Transportation and Growth Management Program supports community efforts to expand transportation choices. By linking land use and transportation planning, TGM works in partnership with local governments to create vibrant, livable places in which people can walk, bike, take transit, or drive where they want to go. www.oregon.gov/LCD/TGM

Introduction

Congratulations on receiving an award for the 2020 grant cycle. The TGM program is committed to quickly developing statements of works (SOWs) and completing project negotiations, so that there is sufficient time to complete a quality project. TGM projects are a partnership between the State and local jurisdiction. This document is intended to provide local governments with the information they need to understand state processes and enable them to get the project started and completed in a timely manner.

Grant Timelines

While the grant application packet listed the key milestones, the following table breaks the process down into the major steps by date. TGM Grant Managers and Local Project Managers will need to closely follow the schedule to get projects underway as soon as possible so that there is plenty of time for the project itself.

Key Milestones and Major Steps	Timeline
Awards announced	September 24, 2020
Last day for all initial meetings between Local Project Manager and TGM Grant Manager	October 15, 2020
Grant Acceptance Form due	October 30, 2020
Last day for TGM Grant Manager to send outline SOW to Local Project Managers	November 19, 2020
Last day for TGM Grant Managers to submit SOWs for consultant selection or Intergovernmental Agreement (IGA) preparation if no consultant	February 18, 2021
Consultant Selection, including preparation and advertisement of Mini-RFP and evaluation of proposals	Six to Eight Weeks
Consultant Negotiations	Four Weeks
Legal sufficiency review and preparation of IGA and contract	Varies depending on dollar amount. Four weeks if project amount is less than \$150,000.
Most TGM-20 projects completed	June 30, 2023
All TGM-20 projects must be completed	January 31, 2024

Project Management

Local Project Manager

Grantees must provide a Local Project Manager who has the time and the capability to oversee project work and will:

- serve as principal contact person for TGM, the public, and local decision-makers
- work with the TGM Grant Manager to develop a SOW
- monitor and coordinate work, including consultant work, to ensure completion of all work on time and within budget
- review consultant work products and payment requests
- make logistical arrangements and provide public notification for local meetings and public events
- provide legal notice, including post-acknowledgement plan amendments notice
- consolidate staff and public comments and resolve any conflicts
- keep local decision-makers informed about the project
- prepare progress reports, match reports, reimbursement requests, and the closeout report

TGM Grant Manager

The TGM Grant Manager is responsible for ensuring the terms of the IGA and contract are met by all parties, including compliance with technical specifications, schedule, and costs. During the project, the TGM Grant Manager will:

- issue written Notice to Proceed to authorize services to be performed under the contract (as amended) and including contingent deliverables
- review all deliverables for acceptance and notify consultant if deliverable is not fully accepted
- approve invoices for payment
- complete consultant performance evaluation and contract closeout

TGM Program Management

For assistance during the project if your TGM Grant Manager is unavailable, please contact the TGM Lead for your region or one of the program management contacts [listed](#) on the last page.

Statement of Work Development

SOW Development Process

Developing a SOW is the first step in getting a TGM grant project up and running. The SOW is the project roadmap. It describes the scope of the project – issues to be addressed (and in some cases, issues not to be addressed), steps involved in gathering and analyzing information and making decisions, roles and responsibilities, key project deliverables, and the project timeline. Having this information in the SOW is important because:

- It ensures everyone involved in the project, including local staff, elected officials, consultants, and the public, have a common understanding about project purpose, goals, scope, and final products.
- It clarifies expected work products, their level of detail, roles and responsibilities in completing them, expected level of effort, and project budget.
- It helps ensure that plans, development code amendments, and other project outcomes are likely to be supported, adopted and implemented.
- Thinking through the project steps and expectations for deliverables in advance helps ensure smooth progress once the project is under way. While unanticipated situations can always crop up, a well-developed SOW minimizes their likelihood.

There will typically be several stages in developing the SOW:

1. TGM Grant Managers will develop a first outline of the SOW based on background and work approach information in the grant application, similar previous TGM projects, and from initial project discussions with the Local Project Manager and state stakeholders. This version will look like an annotated outline and be full of questions and suggestions about local processes and needs.
2. Once the outline SOW is sent to the Local Project Manager, they should, with assistance of the TGM Grant Manager, respond to the questions in the outline SOW and fill in details regarding desired outcomes, major deliverables, and processes. Questions that should be considered include:
 - a) Who is responsible for what tasks?
 - b) What is the purpose of the project?
 - c) What will the work consist of?
 - d) What will the deliverable be?
 - e) When are the deliverables due?
 - f) When and where will work occur?
 - g) What will a successful outcome be?
 - h) What problems might be encountered?
 - i) How will any potential problems be resolved?

It is important that the Local Project Manager coordinate the processes and specifications in the SOW with other local staff and decision makers so that the SOW meets the community's needs.

3. After a few iterations, the TGM Grant Manager will finalize the draft SOW and ensure it meets ODOT and federal contracting requirements and that the work is in line with funding. They will also have solicited review comments from Department of Land Conservation and Development and ODOT staff.

Can I talk to consultants? Yes!

Grantees can talk to consultants and doing so indicates receptiveness to multiple proposals. In your talks, remember to follow the principles and requirements of the [Public Contracting Code](#), particularly:

297A.015(5) Allow impartial and open competition, protecting both the integrity of the public contracting process and the competitive nature of public procurement.

To that end, be consistent in the information you share. If asking for advice on approach, ask multiple firms to avoid the appearance of writing the SOW to favor one firm. Avoid specifics of the task work once the SOW is getting close to submittal (i.e. nearing the February 18, 2021 milestone); at that point, limit the discussion to objectives, etc.

There must be no contact during the solicitation.

Please contact your TGM Grant Manager with any questions.

If no consultant will be used, this SOW will be the final version, attached to the IGA. If a consultant will be used, this SOW will likely be close to the final version. It is important that this version reflect the input of local staff and decision makers, particularly on the Project Objectives and major deliverables, so that the consultant selection committee will be able to choose the best team to do the work and so that consultant negotiations are quick and painless.

4. If a consultant is used, the TGM Grant Manager and Local Project Manager will refine the work approach and budget with the selected consultant and produce a final SOW, which will be attached to both the contract and IGA. Again it is the TGM Grant Manager's responsibility that the SOW meets contracting requirements.

SOW Components and Organization

TGM SOWs start with a **Project Description and Overview of Services** section, to provide an overall understanding of why the project is being done and what it aims to achieve. This section includes:

- **Project Purpose** – A description of what issues the project will address, what the project is hoping to achieve, and how it corresponds to larger goals of the community. Project Purpose should discuss the topics the project will address (e.g., whether a streetscape plan will only address design within the right-of-way, or will also look at adjacent land use and building design).
- **Project Area** - The project boundaries and, usually, a description of the existing uses, important roadways, and prominent natural features. A map should be included.
- **Background** - Background provides context for the project and the issues. This can include the history of the problem, other initiatives or events that affect the project area or need to be coordinated with, as well as constraints or controversies. Also included might be the project regulatory context, e.g., requirements in a regional transportation plan that a local transportation plan must address.
- **Project Objectives** - Specific, measurable deliverables and strategies that the project will accomplish and which advance the Project Purpose.

The SOW will also list **Standards and Requirements** for deliverables and project processes. This typically includes: meeting roles and responsibilities; submission, review, and revision timelines; format requirements for written and graphic project documents; and required licenses and software.

Next is the **Tasks, Deliverables and Schedule** (also known as **Work Approach**) section. Tasks should be arranged in chronological order. Project management is assumed to occur throughout all project tasks. Each task includes:

Subtasks – Steps by which a task is completed. Each subtask should lead to a stand-alone deliverable, like a technical report or a meeting. Subtask descriptions provide detail about expected work effort, methodology, content and nature of subtask deliverables, who is responsible for the work (local jurisdiction or consultant), and can also include details about the limits of the expected work (e.g. maps for a project will be based on existing map information, and not require on-site data collection).

Deliverables – The work products to be provided for task completion, and grouped by the

party responsible – the local jurisdiction, or the consultant. They are listed by deliverable name only, with details about content provided above in the subtask description.

The **Project Schedule**, **Consultant Budget** and the **Local Budget** are found after the work tasks. The Local Budget forms the basis for reimbursement and/or match and will include estimated direct costs and the local staff hours of work on the project.

Developing the Work Approach

While all planning projects are different, they generally share an overall goal to develop solutions that best meet multiple objectives and that are supported by multiple stakeholders with varying backgrounds and perspectives. With that goal in mind, a common framework that applies to most planning projects consists of the following major steps:

- Document policy context and develop evaluation criteria
- Assess existing and future conditions and document needs or deficiencies, opportunities and constraints
- Develop alternatives
- Evaluate alternatives
- Refine preferred alternative and develop implementation-related strategies
- Prepare final plan document for adoption

All TGM grant projects must include robust community involvement and explicitly consider federal Title VI and environmental justice requirements. The TGM Grant Manager can offer suggestions, but the Local Project Manager is best situated to know the history, issues, and community preferences that can affect a particular planning effort. TGM grant projects typically include advisory committees for review and input by citizens and stakeholders, opportunities for broader public participation such as open houses or on-line surveys, and planning commission and city council workshops and hearings. Most meetings, open houses, and other public events are listed as part of the task in which they occur instead of in a separate public involvement task; this makes it easier to understand how each meeting relates to the materials and issues that the meeting is expected to cover.

Most projects include a project management team and a technical advisory committee to ensure a well-coordinated planning process and products that are consistent with other plans, standards and policies. These committees are usually comprised of affected departments from your jurisdiction and other jurisdictions, e.g. adjacent cities, the county, Metropolitan Planning Organization, or state agency representatives. Technical coordination can also occur through interviews or presentations.

SOWs may also include contingency tasks where it is not clear ahead of time that a particular analysis, project management or advisory meeting, public event, or report revision will be needed. The work in contingency tasks must be first authorized by the TGM Grant Manager.

Throughout the development of the SOW, the TGM Grant Manager will prepare as associated internal cost estimate, refining and incorporating SOW changes to keep the work and expectations in line with funding while meeting the needs of the local government.

Consultant Selection

For projects using consultants, ODOT, rather than local grantees, will contract with consultants in order to ensure the selection meets state and federal requirements. TGM will use the Transportation and Land Use Planning (TLUP) Price Agreements for most projects. TLUP Price Agreements are with “Prime” consultants only; the Prime will need to assemble a team of subconsultants specific to each project. The Mini-RFP will include contract requirements such as licenses, the statement of work, and the selection criteria and associated weighting. Proposals will generally be no more than four pages plus a limited number of exhibits, such as resumes or work samples.

Occasionally, there is a unique project or special considerations where a Request for Proposals (RFP) open to all firms is desired. Because of the significant time delays and monetary costs for all parties, an RFP may be issued only if approved by TGM management by December 15, 2021.

The Small Purchase procedure is available for contracts less than \$150,000 including any possible amendments.

Selection Criteria

Since all TLUP proposers will be qualified to do most of the work as well as manage the type of project being advertised through a Mini-RFP, the selection criteria are developed to determine who has the best experience and understanding given the project specifics. Given the limited number of proposal pages, four pages or less, the selection criteria should only address what is important to the project processes and outcomes. Weighting of the selection criteria should reflect their importance in differentiating between proposers.

The Local Project Manager and TGM Grant Manager should get input from prospective members of the Evaluation Committee while developing the selection criteria; this is so the members are able make an informed decision based on their own experience and local knowledge. Highly technical selection criteria are not appropriate if the Evaluation Committee is not highly technical.

When using **Relevant Experience and Qualifications** of the project team as a selection criterion, include up to three desired qualifications and experience as sub criteria. Including more specific qualifications and experience will yield better information, e.g. “TSP for small city with rapid growth with limited public funding” or “Leading multilingual public involvement that engages underserved communities,” not “Preparing a TSP” or “Public Involvement.” However, they should not be so specific, e.g. “TSP experience in the City of Speedy,” that only one or two proposers will be able to respond competitively.

Approach is a primary selection criterion and a key way to assess how well the Consultant understands the needs of the project and the community and can bring insights and new techniques. Approach should include up to three sub criteria to ask how the Project Team proposes to meet specific Project Objectives, will address a potential issue that will affect how the project is conducted, or would implement project outcomes. Again more specific sub criteria will yield better responses, e.g. “The recommended approach for developing community buy-in on recommended design guidelines, development code, and plan amendments” or “The recommended types of performance measures and monitoring programs to track performance of

future service opportunities. Provide a recommendation on how a cost allocation plan can be utilized to track performance.”

TGM recommends the use of **Work Samples** - actual pages from existing documents from one or more projects of similar scope and magnitude - as a way to assess Capabilities and Understanding. This criterion is a way to assess how well the Consultant communicates project information as well as to determine if the Consultant and local government consider the same documents to be applicable to this project.

TGM does not recommend the use of references, availability or price to address Project Management/Cost Effectiveness. They rarely yield information that differentiates between proposers and require a significant amount of time for all parties.

Evaluation Committee

The Evaluation Committee must provide an objective, impartial evaluation of the content in consultant proposals about project specific qualifications, experience and other relevant information. Therefore, when recruiting Evaluation Committee members, select people who:

- Possess a strong understanding of what needs to be accomplished for a successful project.
- Have enough technical knowledge and experience to be able to critically assess information in a proposal to determine a consultant’s level of understanding and competence to perform the required services.
- Can commit sufficient time and effort over a two to three week period to 1) review the Mini-RFP and instructions (2 hours), 2) independently read and evaluate each proposal received (90 minutes per proposal) and 3) participate in all scheduled committee meetings (two meetings of 1 – 2 hours each).

Evaluation Committees are comprised of between three and five members, including an ODOT representative, typically the TGM Grant Manager. The Local Project Manager should also participate. Other good candidates are typically:

- project managers of similar projects
- technical specialists and subject matter experts
- staff who will be reviewing contract deliverables
- staff from other agencies

Community representatives and local staff with an interest in the project but without technical knowledge are not recommended as members of the Evaluation Committee. Their input is most useful through participation on project teams once the project is underway.

Consultant Negotiations

Once the selected consultant has been notified, the Local Project Manager and the TGM Grant Manager will meet with the Consultant to discuss the project objectives, tasks and deliverables, schedule, and expectations. The Consultant will respond with proposed changes to the SOW, a draft budget, and Conflict of Interest disclosure forms.

The TGM Grant Manager, the Local Project Manager, and the Consultant will continue to refine the SOW and budget and there will likely be multiple versions of both before negotiations are completed. It is important to discuss the tasks and deliverables in detail to ensure mutual understanding of the requirements and expectations. The task language should be clarified until there is agreement. If it is clear within a few weeks or meetings, that the parties are too far apart in either money or approach, it may be necessary to end the negotiations with that consultant and begin with the next highest ranked consultant from the Mini-RFP.

Intergovernmental Agreement

Paperwork and Preparation

The TGM Grant Manager will work with the Local Project Manager to develop the Match/Budget Table and prepare the Initial Donations/Contributions Approval Form. If the local government is being reimbursed, the Local Project Manager will also need to provide their DUNS number and federally approved indirect cost rate.

The TGM Grant Manager will review and prepare the remainder of the required paperwork and submit the final statement of work for legal sufficiency review and preparation of the IGA and WOC. Projects over \$150,000 must also be reviewed by the Department of Justice.

Signatures

The TGM Program will issue an IGA to be signed by the jurisdiction. The Local Project Manager should advise the TGM Grant Manager about their jurisdiction's requirements for getting IGAs approved and signed. Most jurisdictions will have preauthorized the chief executive to sign the IGA so it can be returned within a few days of receipt. However:

- If the IGA needs to be reviewed first by the city or county attorney, TGM can provide an advance draft IGA which is virtually identical to the official IGA
- If your jurisdiction requires council or commission approval of IGA, it's advisable to schedule IGA review on the council or commission agenda in advance to avoid a time lag.

If your jurisdiction is providing a cash match, the funds must be received by ODOT prior to execution of the IGA.

During the Project

Amendments

Many TGM projects will need an amendment to either the Work Approach or the Project Schedule to respond to new information or for more time to accommodate public input.

Work Approach Amendment

The TGM Grant Manager, Local Project Manager, and consultant will need to negotiate the changes, prepare the paperwork, and sign the IGA and contract amendments. The amendment must be executed before any new work is started as ODOT cannot pay for services that are not included in the contract at the time the work starts.

Project Schedule Amendment

The TGM Grant Manager, Local Project Manager, and consultant will need to agree to the new timeline and sign the IGA and contract amendments. All 2020 TGM Projects must be completed by January 31, 2024.

Match and Reimbursement

TGM requires a local grant match of 12% of the total project cost.

$$\text{Grant Amount} = \text{City's/County's Amount} + \text{Consultant's Amount}$$

$$\text{City's/County's Matching Amount} = \left| \frac{\text{Grant Amount}}{.88} \right| - \text{Grant Amount}$$

$$\text{Total Project Amount} = \text{Grant Amount} + \text{Matching Amount}$$

The ways to fulfill match requirements vary:

- Grantees using consultants and **not** being partially reimbursed for their own work can:
 - Send check directly to TGM at IGA signing for the full match amount or for a portion of the match with the remainder provided through submitting match reports every sixty days that document eligible local project costs to meet the soft match requirement.
 - Submit match reports every sixty days that document eligible local project costs to meet the match requirement.
- Grantees not using consultants will bill TGM for eligible project costs, such as in-house staff labor or other eligible expenditures. TGM will reimburse the grantee for those costs, less the required match amount.

$$\text{Reimbursement Percentage} = \left| \frac{\text{City's Amount}}{\text{City's Amount} + \text{City's Matching Amount}} \right|$$

- Grantees using consultants and being partially reimbursed for their own work will bill all of their work and be reimbursed for those costs less the required match. Consultants will bill and be paid at 100%.

$$\text{Reimbursement Percentage} = \left| \frac{\text{City's Amount}}{\text{City's Amount} + \text{Consultant Amount} + \text{City's Matching Amount}} \right|$$

Eligible Costs

Costs incurred prior to execution of the IGA are not eligible project costs.

Direct Costs Eligible for both Match and Reimbursement

Most direct project costs incurred by the local government are eligible for use as match or for reimbursement. **Labor Costs** will comprise the majority of eligible expenses incurred during TGM projects. Labor Costs include the salaries, wages and related payroll expenses incurred for those times by public employees actively engaged in direct project-related activities.

Supplies and Services that are purchased and used entirely as part of the project are eligible.

This is likely to include:

- In-State Travel and Per Diem - Use current rates available at <http://www.oregon.gov/das/Financial/Acctng/Pages/Travel.aspx>
- Office Expenses including paper, postage, long distance telephone calls, and online meeting costs.
- Project Expenses such as legal notices, meeting costs, and publications.

Direct Costs Eligible Only for Match

Local governments which are not party to the IGA

Some TGM projects include the participation of other units of government, e.g. the County or adjacent City coordinating with a TSP. If documented, these expenses (subject to the same restrictions as above) can be counted towards the match requirement.

Contract Staff

Some local governments use contract staff, such as a City Engineer or City Planner, to act as City staff during a TGM project, reviewing Consultant work, attending meetings, etc. Local governments may count this expense towards the match requirement.

Volunteer Hours

Volunteer hours can be counted towards match. The local government should take attendance of committee members at meetings and ask members to keep track of their time spent outside of the meeting reviewing documents. The hours of elected officials can be included if they are part of a project committee and attending solely as a committee member. Volunteer hours should be multiplied by the county's average hourly wage. Where a volunteer is providing professional expertise – e.g. preparing or reviewing a project's wetlands delineation – their professional billing rate can be used for those hours.

No volunteer hours at public hearings can be counted without prior approval of the TGM Program Managers.

2019 Oregon Average Hourly Wages

County	Average Hourly Wage	County	Average Hourly Wage	County	Average Hourly Wage
Baker	\$ 18.10	Harney	\$ 18.30	Morrow	\$ 25.85
Benton	\$ 25.66	Hood River	\$ 19.59	Multnomah	\$ 29.83
Clackamas	\$ 26.35	Jackson	\$ 21.32	Polk	\$ 18.79
Clatsop	\$ 18.80	Jefferson	\$ 19.44	Sherman	\$ 23.09
Columbia	\$ 19.58	Josephine	\$ 18.55	Tillamook	\$ 19.61
Coos	\$ 19.66	Klamath	\$ 19.30	Umatilla	\$ 19.99
Crook	\$ 22.29	Lake	\$ 19.46	Union	\$ 19.40
Curry	\$ 17.63	Lane	\$ 21.73	Wallowa	\$ 17.91
Deschutes	\$ 22.88	Lincoln	\$ 19.00	Wasco	\$ 19.92
Douglas	\$ 20.12	Linn	\$ 21.74	Washington	\$ 35.20
Gilliam	\$ 22.74	Malheur	\$ 18.18	Wheeler	\$ 14.92
Grant	\$ 19.11	Marion	\$ 23.24	Yamhill	\$ 20.93

Source: State of Oregon Employment Department 2019 Employment & Wages (QCEW)

TGM Program Contacts

Michael Rock	Transportation Planning Unit Manager ODOT	503-986-3179	michael.d.rock@odot.state.or.us
Glen Bolen	Region 1 Lead ODOT	503-731-8284	glen.a.bolen@odot.state.or.us
David Helton	Region 2 Lead ODOT	541-726-2545	david.i.helton@odot.state.or.us
John McDonald	Region 3 Lead ODOT	541-957-3688	john.mcdonald@odot.state.or.us
Devin Hearing	Region 4 Lead ODOT	541-388-6388	devin.hearing@odot.state.or.us
Cheryl Jarvis-Smith	Region 5 Lead ODOT	541-963-1574	cheryl.jarvis-smith@odot.state.or.us
Elizabeth Ledet	TGM Central Lead ODOT	503-986-3205	elizabeth.l.ledet@odot.state.or.us
Bill Holmstrom	DLCD Lead DLCD	503-934-0040	bill.holmstrom@state.or.us



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DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

October 15, 2020

Board of Commissioners
Clackamas County

Members of the Board:

Approval to apply for a Local Bridge Program Grant
for funding to replace three bridges

Purpose/ Outcomes	Approval to apply for a Local Bridge Program Grant to replace the Bull Run River (Bull Run Rd) Bridge, the Sandy River (Lusted Rd) Bridge, and the Abernethy Creek (Holly Lane) Bridge.
Dollar Amount and Fiscal Impact	<ol style="list-style-type: none"> 1. Bull Run Rd Bridge: requesting \$9.87 million in grant funds matched in the amount of \$1.13 million (10.27%) from County Road Funds. 2. Lusted Rd Bridge: requesting \$11.36 million in grant funds matched in the amount of \$1.30 million (10.27%) from County Road Funds. 3. Holly Lane Bridge: requesting \$4.31 million in grant funds matched in the amount of \$493,000 (10.27%) from County Road Funds.
Funding Source	Federal Highway Administration and Clackamas County Road Funds. No county general funds will be involved.
Duration	Grant award would occur in 2022. Projects would begin in October of 2024 and be expected to be completed by September 2027.
Previous Board Action	The Board previously approved federal BUILD grant applications for the Bull Run River (Bull Run Rd) Bridge in a Business Session on July 11, 2019 and Business Session on May 7, 2020.
Strategic Plan Alignment	<p>1. How does this item align with your department's Strategic Business Plan goals? These projects support the DTD Strategic Focus on Safe Roads and Strategic Result of "Travelers on Clackamas County roads will experience roads in good condition"</p> <p>2. How does this item align with the County's Performance Clackamas goals? This item aligns with "Build a Strong Infrastructure" by requesting grant funds to replace and rehabilitate bridges in the County.</p>
Counsel Review	This item does not require Counsel Review. Finance has reviewed the lifecycle forms.
Procurement Review	<ol style="list-style-type: none"> 1. Was this item processed through Procurement? NO 2. If no, provide brief explanation: item is a grant
Contact Person	Joel Howie, Civil Engineering Supervisor – 503-742-4658

Clackamas County received a Preliminary Notice of Request for 2025-2027 Local Bridge Program (LBP) Projects from the Oregon Department of Transportation (ODOT). The Local Agency Bridge Selection Committee (LABSC) established by ODOT is soliciting local bridge project applications for 2025-2027 funding under ODOT's Local Bridge Program. Only bridges listed in the National Bridge Inventory are eligible as the program is modeled on the old Federal Highway Bridge Replacement and Rehabilitation Program. Applications are due on November 16, 2020.

The County has three bridges that score well using the criteria that the LABSC will use to select projects for grant awards. It is highly unlikely that the County would receive funding for all three, and there is no geographic formula- all county and city-owned bridges statewide are competing for these funds. Since we do not know which of these three will be rated highest by the committee, applying for all three increased our County's chances of getting one of them funded.

The three bridges are very old and each has had extensive repair work done over the past 20 years.

The Bull Run River (Bull Run Road) Bridge is over 127 years old and came from one of the spans from a Burnside Bridge originally constructed in 1894 and moved to this location in 1926. The bridge is severely load restricted, has structural deficiencies, and a sufficiency rating of 12.1 (out of 100). This bridge is the only connection to the Bull Run area of northeast Clackamas County with a population of 360 for emergency response and access to services in Sandy. It is also a critical connection for the Portland Water Bureau to access the Bull Run Reservoir, which is the primary water source for over 1 million people in the Portland area and is very important access route for the timber industry.

The Sandy River (Lusted Road) Bridge is over 127 years old and came from one of the spans from a Burnside Bridge originally constructed in 1894 and moved to this location in 1926. The bridge is severely load restricted, has structural deficiencies, and has a sufficiency rating of 5.0. It is also a critical connection for the Portland Water Bureau, residents in northeast Clackamas County, and the timber industry.

The Abernethy Creek (Holly Lane) Bridge is a 100-foot long steel pony truss bridge built in 1933. The bridge is load restricted and has a sufficiency rating of 3.0. The bridge is fracture critical and needs to be replaced due to substantial repairs needed to the bridge's gusset plates, steel floor beams, and the reinforced concrete deck slab. It is also a critical connection for emergency response, freight and school traffic, and for people living and businesses in the Redland Rd and Oregon City area.

RECOMMENDATION:

Staff respectfully recommends approval to apply for the LBP grant for the following bridges:

1. Bull Run River (Bull Run Road) Bridge in the amount of \$9.87 million with a County Road Fund match of \$1.13 million.
2. Sandy River (Lusted Road) Bridge in the amount of \$11.36 million with a County Road Fund match of \$1.30 million.
3. Abernethy Creek (Holly Lane) Bridge in the amount of \$4.31 million with a County Road Fund match of \$493,000.

Respectfully submitted,

Joel Howie

Joel Howie
Civil Engineering Supervisor