

# AGENDA – \*Revised

*Removed Consent Items B.1 & B.2 for further staff review*

**Thursday, July 26, 2018 - 10:00 AM**  
**BOARD OF COUNTY COMMISSIONERS**

Beginning Board Order No. 2018-71

**CALL TO ORDER**

- Roll Call
- Pledge of Allegiance

**I. PRESENTATION** *(Following are items of interest to the citizens of the County)*

1. 2018 NACo Achievement Awards from the National Association of Counties  
(Todd Loggan, Public & Government Affairs)

**II. CITIZEN COMMUNICATION** *(The Chair of the Board will call for statements from citizens regarding issues relating to County government. It is the intention that this portion of the agenda shall be limited to items of County business which are properly the object of Board consideration and may not be of a personal nature. Persons wishing to speak shall be allowed to do so after registering on the blue card provided on the table outside of the hearing room prior to the beginning of the meeting. Testimony is limited to three (3) minutes. Comments shall be respectful and courteous to all.)*

**III. CONSENT AGENDA** *(The following items are considered to be routine, and therefore will not be allotted individual discussion time on the agenda. Many of these items have been discussed by the Board in Work Sessions. The items on the Consent Agenda will be approved in one motion unless a Board member requests, before the vote on the motion, to have an item considered at its regular place on the agenda.)*

**A. Health, Housing & Human Services**

1. Approval of Amendment No.1 to a Professional Services Agreement with Bridges to Change Inc., for Peer Support Services – *Health Centers*
2. Approval of Amendment No. 1 to the Intergovernmental Agreement with Estacada School District for the Teen Mentor Program – *Children, Youth & Families*
3. Approval of an Intergovernmental Agreement with the City of Sandy for Operations for the Mt Hood Express Bus Service – *Social Services*

**B. Finance Department**

1. **\*REMOVED** - Authorization to Purchase Eighteen (18) Dodge Chargers for the Clackamas County Sheriff's Office - *Procurement*
2. **\*REMOVED** - Authorization to Purchase Twelve (12), 2019 Ford Transit 350 Cargo Vans for Clackamas County Facilities Management - *Procurement*

**C. Elected Officials**

1. Approval of Previous Business Meeting Minutes – *BCC*

**D. Disaster Management**

1. Approval of FY2017 Emergency Management Performance Grant (Revised) Amendment No.1 with the State of Oregon, Office of Emergency Management
2. Approval of FY 2017 Emergency Management Performance Grant Amendment No. 2 with the State of Oregon, Office of Emergency Management

**E. Juvenile Department**

1. Approval of Amendment No. 9 to the Personal Services Contract with Parrott Creek Child and Family Services to Provide Shelter Services for Youth - *Procurement*
2. Approval of Amendment No. 9 to the Personal Services Contract with Christian Community Placement Center to Provide Shelter Services for Youth - *Procurement*
3. Approval of Amendment No. 9 to the Personal Services Contract with Boys and Girls Aid Society of Oregon to Provide Shelter Services for Youth - *Procurement*

**IV. COUNTY ADMINISTRATOR UPDATE**

**V. COMMISSIONERS COMMUNICATION**

**NOTE: Regularly scheduled Business Meetings are televised and broadcast on the Clackamas County Government Channel. These programs are also accessible through the County's Internet site. DVD copies of regularly scheduled BCC Thursday Business Meetings are available for checkout at the Clackamas County Library in Oak Grove. You may also order copies from any library in Clackamas County or the Clackamas County Government Channel. <https://www.clackamas.us/meetings/bcc/business>**

July 26, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

**2018 Achievement Awards from the National Association of Counties (NACo).**

<b>Purpose/Outcome</b>	To recognize County programs and staff that received 2018 Achievement Awards from the National Association of Counties (NACo).
<b>Fiscal Impact</b>	None
<b>Funding Source</b>	N/A
<b>Duration</b>	N/A
<b>Previous Action</b>	None
<b>Strategic Plan Alliance</b>	1. Build public trust through good government 2. Ensure safe, healthy and secure communities
<b>Contact Person</b>	Todd Loggan, Community Relations Specialist, PGA 503-742-4562

**BACKGROUND**

Clackamas County received four 2018 Achievement Awards from the National Association of Counties (NACo). The NACo Achievement Awards Program seeks to recognize innovative county government programs.

Programs are judged on innovation, creativity, measurable results, effectiveness and enhanced level of citizen participation in, or the understanding of, government programs.

The winning entries are:

**Water Environment Services: Information & Education Program for Water Environment Services Customers**

After a 2015 survey revealed that only 14% of customers could identify WES as their service provider, the county produced a series of videos to educate customers about WES and inform them about the need for the infrastructure upgrades. The videos were used in a variety of platforms, presentations, and venues over two years.

The result was a substantial increase in customer awareness of WES and the need for an infrastructure upgrade, which played significant roles in gaining Board approval for the solids handling capacity improvement project.

### **Water Environment Services: Keep the Wipes Out!**

Baby wipes in our community's sewer pipes are a threat to our health and the sustainability of our shared infrastructure. WES manages and operates five wastewater treatment facilities where convenience wipes continuously clog pipes and pumps that threaten public and environmental health due to the increased risk of sanitary sewer overflows.

Keeps the Wipes Out! resulted in the collaboration of local and national partners in an effort to educate the public, especially new parents, about sewage backups caused by the unnecessary flushing of wipes and other clog-inducing products down the toilet.

### **Transportation and Development: Working with Stakeholders to Streamline Transportation System Development Charges**

Since 1993 Clackamas County has used transportation system development charges (TSDCs) to help fund expanded roadways to meet demand created by development. TSDCs are one-time fees charged to new or expanded development based on a formula that estimates the impact the development will have on the transportation system.

The fees, the methodology used to determine them and capital projects supported by them, were last updated in 2006. Since then DTD updated the County's transportation system plan with more than 300 projects focused on efficient travel and safety.

From 2015-17, DTD worked jointly with business leaders, developers and transportation experts, to update the TSDC program, to reflect current goals and ensure that TSDCs are applied fairly and equitably. Another goal was to dissolve the joint district so Happy Valley could control its own TSDCs.

The result, approved in 2017, is an updated, streamlined system created with developers that will support community and economic growth for many years.

### **Sheriff's Office: Drive with a Cop**

Drivers age 15 to 25 are a vulnerable motorist group because of limited experience handling the tasks of operating a vehicle and applying newly-acquired driving skills, especially with the number of in-vehicle distractions (e.g., radio, GPS, cell phones, passengers). This age group is involved in more than 40% of all fatal and serious injury crashes on roads in Clackamas County. Drive with a Cop pairs teens who are licensed drivers with Clackamas County Sheriff's Office deputies who trained driving instructors. They have the opportunity to learn from these instructors as they navigate a driving course in their own cars. Participants also get a chance to wear "impaired goggles" and also hear from speakers impacted by teen car crashes.

Hundreds of local teen drivers have attended "Drive with a Cop" and learned valuable lessons to help them become safer drivers.

### **RECOMMENDATION**

Staff recommends the Board receive this presentation on the county receiving four NACo awards.

Respectfully submitted,

Gary Schmidt, Director  
Public and Government Affairs

July 26, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of Amendment #1 to a Professional Services Agreement with  
Bridges To Change Inc., for Peer Support services

<b>Purpose/Outcomes</b>	Contractor will provide Peer Support services to participants of the Drug Court program. The team works to mentor as a role models and support to participants who are involved in Adult Drug Court.
<b>Dollar Amount and Fiscal Impact</b>	Contract maximum is being increased by \$120,000, bringing the contract maximum to \$240,000.
<b>Funding Source</b>	No County General Funds are involved. Adult Drug Court Criminal Justice Court (ADC CJC) Grant for an additional year.
<b>Duration</b>	Effective upon signature and terminates on June 30, 2019.
<b>Strategic Plan Alignment</b>	1. Individuals and families in need are healthy and safe 2. Ensure safe, healthy and secure communities
<b>Previous Board Action</b>	No previous action
<b>Contact Person</b>	Deborah Cockrell, Health Center Director – 503-742-5495
<b>Contract No.</b>	8473-01

**BACKGROUND:**

Clackamas County Health Centers Division (CCHCD) of the Health, Housing & Human Services Department requests the approval of Amendment #1 to a Professional Services Agreement with Bridges To Change, Inc., for Peer Support services for CCHCD.

Bridges To Change, Inc., will work as a team to mentor as a role models and support to participants who are involved in Adult Drug Court. This will encompass assisting participants in developing an individualized recovery program and assist in finding a 12-step recovery or support meeting. The mentors will assist the participants in developing a helpful relationship with a sponsor and assist in finding them clean and sober housing. Also, the mentors will assist in participants in job searches, and participate in weekly team meetings and Court appearances.

Continuation of services are needed past what was initially agreed due to funding availability through the ADC CJC Grant for an additional year. Amendment #1 adds \$120,000, bringing the maximum value of this contract to \$240,000. This Amendment is effective upon signature and terminates on June 30, 2019.

**Recommendation**

Staff recommends the Board's approval of this Amendment and authorizes Richard Swift, H3S Director to sign on behalf of Clackamas County.

Respectfully submitted,

Richard Swift, Director  
Health, Housing and Human Services

**Contract Amendment**  
**Health, Housing and Human Services Department**

H3S Contract Number 8473 Board Agenda Number \_\_\_\_\_

and Date 7/2/18

Division \_\_\_\_\_ Amendment No. 1

Contractor Bridges to Change

Amendment Requested By Deborah Cockrell, Director

Changes:       Scope of Services                       Contract Budget  
                   Contract Time                                       Other \_\_\_\_\_

**Justification for Amendment:**

This contract provides peer support services to participants of the Drug Court program. This amendment extends the term of the Agreement through June 30, 2019. Additionally, adjustment to the Compensation in Section II - subsection A of the contract to be increased by \$120,000 bringing the new maximum amount to \$240,000, as well as reflect a change to the COUNTY contact for invoices sited in Exhibit B, Section A. This amendment is effective **upon signature** and continues through **June 30, 2019**.

Except as amended hereby, all other terms and conditions of the contract remain in full force and effect. The County has identified the changes with "***bold/italic***" font for easy reference.

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**AMEND:**

**I. SCOPE:**

This Contract covers the services as described in Attachment "A" inclusive. CONTRACTOR shall meet the highest standards prevalent in the industry or business most closely involved in providing the appropriate goods or services. Work shall be performed in accordance with a schedule approved by the COUNTY. The term of the contract shall commence upon signature and continue through June 30, 2018.

**II. COMPENSATION:**

A. COUNTY agrees to compensate CONTRACTOR as provided for in Attachment "A" inclusive. Invoices submitted for payment in connection with this contract shall be properly documented and shall indicate pertinent County contract and/or purchase order numbers. All charges shall be billed monthly and will be paid net 30 days from receipt of invoice. The maximum annual compensation authorized under this Contract shall be \$120,000.

EXHIBIT B

MONTHLY/QUARTERLY/FINAL PERFORMANCE REPORT

**BRIDGES TO CHANGE, INC.**

#8473 Professional Services Agreement – Amendment #1

Page 2 of 3

A. Reports shall include the following:

Quarterly Reports: Utilizing the Reporting Tool in Attachment 1, submit quarterly reports detailing the number of hours spent with each participant. Provide detail information that identifies barriers and/or issues that arose during each quarter.

Annual Reports: Utilizing the Reporting Tool in Attachment 1, submit annual reports summarizing all activities.

Submit reports to:

Clackamas County Health Centers Division  
Attn: Tracy Garell  
2051 Kaen Road, #367  
Oregon City, OR 97045

Or by electronic submission to:

[tgarell@co.clackamas.or.us](mailto:tgarell@co.clackamas.or.us)

**TO READ:**

I. **SCOPE:**

This Contract covers the services as described in Attachment "A" inclusive. CONTRACTOR shall meet the highest standards prevalent in the industry or business most closely involved in providing the appropriate goods or services. Work shall be performed in accordance with a schedule approved by the COUNTY. The term of this contract shall commence upon signature and continue through **June 30, 2019**.

II. **COMPENSATION:**

- B. COUNTY agrees to compensate CONTRACTOR as provided for in Attachment "A" inclusive. Invoices submitted for payment in connection with this contract shall be properly documented and shall indicate pertinent County contract and/or purchase order numbers. All charges shall be billed monthly and will be paid net 30 days from receipt of invoice. The maximum annual compensation authorized under this Contract shall be **\$240,000**.

EXHIBIT B

MONTHLY/QUARTERLY/FINAL PERFORMANCE REPORT

B. Reports shall include the following:

Quarterly Reports: Utilizing the Reporting Tool in Attachment 1, submit quarterly reports detailing the number of hours spent with each participant. Provide detail information that identifies barriers and/or issues that arose during each quarter.

Annual Reports: Utilizing the Reporting Tool in Attachment 1, submit annual reports summarizing all activities.

Submit reports to:





July 26, 2018

Board of Commissioners  
Clackamas County

Members of the Board:

Approval of Amendment 1 of Intergovernmental Agreement with the Estacada School District for  
Teen Mentor Program

<b>Purpose/Outcomes</b>	Provide funding for the Teen Mentor Program in Estacada, Oregon. A minimum of 25 matches will be formed. 80% of students will show an increase in bonding to a caring adult.
<b>Dollar Amount and Fiscal Impact</b>	Amendment adds \$10,000 for 2018/19 (Agreement total is \$20,000) No fiscal impact to county
<b>Funding Source</b>	Oregon Health Authority
<b>Duration</b>	From July 1, 2018 through June 30, 2019
<b>Previous Board Action</b>	Board Order Number 110817-A1
<b>Strategic Plan Alignment</b>	<ul style="list-style-type: none"> <li>• Individuals and families in need are healthy and safe</li> <li>• Ensure safe, healthy and secure communities</li> </ul>
<b>Contact Person</b>	Rodney Cook, 503-650-5677
<b>Contract No.</b>	Contract database # 8524

**BACKGROUND:**

The Children, Youth & Families Division of the Health, Housing & Human Services Department requests the approval of Amendment 1 of the Subrecipient Agreement with the Estacada School District to continue current program through the end of biennium funding from Oregon Health Authority. The Teen Mentor Program will match a total of 25 at-risk elementary school aged children to high school student mentors, who will provide social, emotional, and academic support during the school year during school hours.

Services are funded with federal funds granted through Oregon Health Authority. This Amendment was approved by County Counsel and becomes effective upon signature and terminates June 30, 2019. The maximum funding for the current fiscal year is \$10,000.

**RECOMMENDATION:**

Staff recommends the Board approval of this Amendment and authorization for Richard Swift, H3S Director to sign on behalf of Clackamas County.

Respectfully submitted,

Richard Swift, Director  
Health, Housing & Human Services

Subrecipient Amendment (FY 18-19)  
**Children, Youth and Families Division**

Subrecipient Agreement Number: 18-025

Board Order Number: 110817-A1

Department/Division: H3S/CYF

Amendment No. 1

Subrecipient: Estacada School District

Amendment Requested By: Rodney Cook

Changes:  Scope of Service

Agreement Budget

Agreement Time

Other:

**Justification for Amendment:**

This Amendment extends the services and funding for the Teen Mentor Program in Estacada, Oregon through June 30, 2019.

Except as amended hereby, all other terms and conditions of the contract remain in full force and effect. The County has identified the changes with "***bold/italic***" font for easy reference.

**AMEND:**

- 1. Term and Effective Date.** This Agreement shall become effective on the date it is fully executed and approved as required by applicable law. Funds issued under this Agreement may be used to reimburse subrecipient for expenses approved in writing by County relating to the project incurred no earlier than October 1, 2017 and not later than June 30, 2018, unless this Agreement is sooner terminated or extended pursuant to the terms hereof. No grant funds are available for expenditures after the expiration date of this Agreement.

**TO READ:**

- 1. Term and Effective Date.** This Agreement shall become effective on the date it is fully executed and approved as required by applicable law. Funds issued under this Agreement may be used to reimburse subrecipient for expenses approved in writing by County relating to the project incurred no earlier than October 1, 2017 ***and not later than June 30, 2019***, unless this Agreement is sooner terminated or extended pursuant to the terms hereof. No grant funds are available for expenditures after the expiration date of this Agreement.

**AMEND:**

- 4. Grant Funds.** The COUNTY's funding for this Agreement is the Substance Abuse Mental Health Services Administration Block Grant (CFDA #93.959) issued to the COUNTY by the Oregon Health Authority Public Health Division. The maximum, not to exceed, grant amount that the COUNTY will pay is \$10,000. This is a cost reimbursement grant and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Required Financial Reporting and Reimbursement Request and Exhibit E: Monthly/Quarterly/Final Performance Report. Failure to comply with the terms of this Agreement may result in withholding of payment.

**TO READ:**

4. **Grant Funds.** The COUNTY's funding for this Agreement is the Substance Abuse Mental Health Services Administration Block Grant (CFDA #93.959) issued to the COUNTY by the Oregon Health Authority Public Health Division. The maximum, not to exceed, grant amount that the COUNTY will pay is **\$20,000**. This is a cost reimbursement grant and disbursements will be made in accordance with the schedule and requirements contained in Exhibits D. Required Financial Reporting and Reimbursement Request and Exhibit E: Monthly/Quarterly/Final Performance Report. Failure to comply with the terms of this Agreement may result in withholding of payment.

**Funding for this Agreement is divided between funding periods as follows:**

- a. **October 1, 2017 to June 30, 2018: \$10,000**
- b. **July 1, 2018 to June 30, 2019: \$10,000**

**ADD:**

**Exhibit B: Estacada Teen Mentor Program Budget      Fiscal Year 2018/19**

<b>EXHIBIT B: SUBRECIPIENT BUDGET</b>		
<i>Organization: Estacada School District</i>		
<i>Funded Program Name: Teen Mentor Program</i>		
<i>Program Contact: Nick Hogan</i>		
<i>Agreement Term: July 1, 2018 - June 30, 2019</i>		
	<b>Approved Award Amount</b>	<b>Approved Match Amount</b>
<b>Approved Award Budget Categories</b>		
<b>Personnel</b> (List salary, FTE & Fringe costs for each position)		<i>No match is required on this award</i>
High School Site Coordinator	\$ 1,500.00	
River Mill Site Coordinator	\$ 1,500.00	
Clackamas River Elementary Site Coordinator	\$ 1,500.00	
<b>Total Personnel Services</b>	<b>\$ 4,500.00</b>	
<b>Administration</b>		
<b>Supplies</b>		
Program supplies	\$ 5,500.00	
Computer		
Insurance		
<b>Travel</b>		
Mileage		
Travel/Conference/Training		
<b>Additional (please specify)</b>		
<b>Total Programmatic Costs</b>	<b>\$ 5,500.00</b>	
<b>Indirect Rate:</b>		
<b>Total Grant Costs</b>	<b>\$ 10,000.00</b>	

**REPLACE:**

EXHIBIT F: FINAL FINANCIAL REPORT

**WITH:**

**EXHIBIT F: FINAL FINANCIAL REPORT (AMENDED)**

Project Name: Estacada Teen Mentor Program <b>Fiscal Years 2017/2018 and 2018/2019</b>	Agreement #: 18.025
Federal Award #:	Date of Submission: XX/XX/XX
Subrecipient: Estacada School District	
Has Subrecipient submitted all requests for reimbursement? Y/N	
Has Subrecipient met all programmatic closeout requirements? Y/N	

**Final Financial Report**

Report of Funds received, expended,  
and reported as match (if applicable)  
under this agreement

Total Federal Funds authorized on this agreement:	<b>\$20,000</b>
Year-to-Date Federal Funds requested for reimbursement on this agreement:	
Total Federal Funds received on this agreement:	
Total match reported on this agreement (if required):	N/A
Balance of unexpended Federal Funds (Line 1 minus Line 2):	

*By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).*

Subrecipient's Certifying Official (printed): Ryan Carpenter

Subrecipient's Certifying Official (signature): [Signature]

Subrecipient's Certifying Official's title: Superintendent

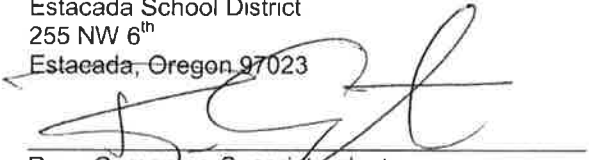
Subrecipient's Certifying Official's telephone: 503-630-6871

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IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their duly authorized officers.

**SUBRECIPIENT**

Estacada School District  
255 NW 6<sup>th</sup>  
Estacada, Oregon 97023

  
\_\_\_\_\_  
Ryan Carpenter, Superintendent  
Estacada School District

Dated

7/12/2018

**CLACKAMAS COUNTY**

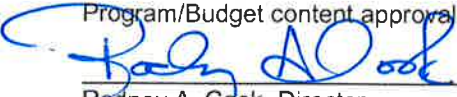
Commissioner: Jim Bernard, Chair  
Commissioner: Sonya Fischer  
Commissioner: Ken Humberston  
Commissioner: Paul Savas  
Commissioner: Martha Schrader

**Signing on behalf of the Board:**

\_\_\_\_\_  
Richard Swift, Director  
Health, Housing & Human Services

Dated

Program/Budget content approval

  
\_\_\_\_\_  
Rodney A. Cook, Director  
Children, Youth & Families/Community Solutions Division

Dated

7-16-18

July 26, 2018

Board of Commissioners  
Clackamas County

Members of the Board:

Approval of an Intergovernmental Agreement with City of Sandy, Oregon, for  
Operations for the Mt Hood Express Bus Service

<b>Purpose/Outcomes</b>	Intergovernmental Agreement with City of Sandy, Oregon, for operational support for the Mt Hood Express bus service.
<b>Dollar Amount and Fiscal Impact</b>	The total agreement is \$66,700 and will be used by the City of Sandy to provide staffing to support the operations of the Mt Hood Express, facility rental for the bus service, shop supplies and vehicle use fees for the Mt Hood Express and for Transportation Reaching People
<b>Funding Source</b>	Local funds, 5311 FTA Small Rural Transportation funds, and state Special Transportation Funds
<b>Duration</b>	Effective July 1, 2018 and ending on June 30, 2019
<b>Previous Board Action</b>	Study session on 6/13/17
<b>Strategic Plan Alignment</b>	1. This funding aligns with the strategic priority to increase self sufficiency for our clients. 2. This funding aligns with the strategic priority to ensure safe, healthy and secure communities by providing public transit services in rural communities
<b>Contact Person</b>	Brenda Durbin, Director, Social Services Division 503-655-8641
<b>Contract No.</b>	H3S-8929

**BACKGROUND:**

The Social Services Division of the Department of Health, Housing and Human Services requests approval of an agreement with City of Sandy, Oregon, to operate the Mt Hood Express bus service. The Mt Hood Express provides public transit bus service between the City of Sandy, Government Camp and Timberline, along with other locations in the Mt. Hood area, increasing access to employment and recreation opportunities. This agreement provides funding to the City of Sandy to provide staffing to support the operations of the Mt Hood Express, facility rental for the bus service, reimbursement for shop supplies and vehicle use fees for the Mt Hood Express and Transportation Reaching People to address temporary fleet shortages.

The agreement is effective July 1, 2018 and continues until June 30, 2019. The maximum amount of the agreement is \$66,700. The agreement was approved by County Counsel on June 12, 2017.

**RECOMMENDATION:**

We recommend the approval of this Agreement and that Richard Swift be authorized to sign all documents necessary to accomplish this action on behalf of the Board of Commissioners.

Respectfully submitted,

Richard Swift  
Director



**INTERGOVERNMENTAL AGREEMENT  
BETWEEN  
CLACKAMAS COUNTY, OREGON  
AND  
CITY OF SANDY, OREGON**

1. Purpose. This agreement is entered into between Clackamas County (“COUNTY”) and City of Sandy (“CITY”) for the cooperation of units of local government under the authority of ORS 190.010. This agreement provides the basis for a cooperative working relationship for the purpose of providing operational support to the COUNTY’s Mt. Hood Express (“MHX”) transit service in partnership with the CITY’s SAM transit service to increase operational efficiencies, collaboration and cost effective management of both services.

2. Scope of Work and Cooperation.

2.1. CITY agrees to provide the following support functions for the Mt Hood Express:

- 2.1.1. Compile data required for completion of fiscal and grant reports, including tracking performance measures.
- 2.1.2. Conduct semiannual rider surveys as required by grants and compile results for analysis.
- 2.1.3. Conduct research and analysis associated with policy and program development.
- 2.1.4. Work with COUNTY for operational issues requiring county input.
- 2.1.5. Assist with completion of grant applications and other activities designed to promote long term stable funding.
- 2.1.6. Work with Hoodland area businesses to promote ridership and to effectively communicate service needs and upcoming changes.
- 2.1.7. Assist with planning and coordination of events.
- 2.1.8. Provide staff support to the Mt Hood Transportation Alliance, including taking minutes and following up on action items.
- 2.1.9. Update the MHX website and respond to information requests.
- 2.1.10. Interact with public at the Sandy Park and Ride location.
- 2.1.11. General office and clerical duties as needed.
- 2.1.12. Participate in required training programs and staff meetings.
- 2.1.13. Provide space for office staff, program materials and parking of buses.
- 2.1.14. Order necessary shop supplies to support the operations of the Mt Hood Express
- 2.1.15. Provide a vehicle for use by the Mt Hood Express in emergencies when existing Clackamas County owned fleet vehicles are out of service.
- 2.1.16. Provide a back-up vehicle for Clackamas County’s Transportation Reaching People (TRP) program for use when exiting Clackamas County fleet vehicles are out of service.
- 2.1.17. Other tasks and projects as needed.

2.2. COUNTY agrees to provide the following:

- 2.2.1. Provide ongoing fiscal support to the Mt Hood Express, including applying for funding and contracting with state, federal and local funding sources as needed to

provide ongoing operational funding. Changes in funding requiring changes in service levels will be communicated to CITY when notification is received from the funder.

- 2.2.2. Complete and submit required reports to funders in a timely manner.
- 2.2.3. Participate in ongoing planning and coordination efforts, including participation in the Mt Hood Transportation Alliance.
- 2.2.4. Reimburse CITY for shop supplies purchased by CITY
- 2.2.5. Pay a vehicle use fee of \$50 per day for the Mt Hood Express bus and \$150 per month for the TRP vehicle
- 2.2.6. All vehicles subject to this agreement shall be maintained in good working order in alignment with industry standards for maintenance. COUNTY will be responsible for routine maintenance and repairs for the TRP program while it is being utilized as a backup vehicle. The TRP back up vehicle will be covered under COUNTY's self-insurance when it is operated by COUNTY staff.
- 2.2.7. COUNTY will be responsible for accident repairs and towing for MHX back up bus for incidents occurring during its use for MHX routes. The MHX back up vehicle will be covered under COUNTY's self-insurance policy when it is operated in MHX service.
- 2.2.8. Provide administrative and operational support as needed.

### 3. Compensation and Record Keeping.

- 3.1. Compensation. COUNTY shall compensate the CITY for satisfactorily performing the services identified in Section 2 as described in *Exhibit 3: Budget* attached to this agreement. Total maximum compensation under this contract shall not exceed **\$66,700**. Out of this total, \$55,000 per year for staff support, \$7,200 per year for office space and bus parking, \$2,500 per year for vehicle rental and \$2,000 per for shop supplies.
- 3.2. Method of Payment. To receive payment, CITY shall submit invoices and accompanying progress reports as required in *Exhibit 2: Reporting Requirements*.
- 3.3. Withholding of Contract Payments. Notwithstanding any other payment provision of this agreement, should CITY fail to submit required reports when due, or submit reports which appear patently inaccurate or inadequate on their face, or fail to perform or document the performance of contracted services, COUNTY may immediately withhold payments hereunder. The COUNTY may continue to withhold payment until CITY 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 CITY.
- 3.4. Record and Fiscal Control System. All payroll and financial records pertaining in whole or in part to this agreement shall be clearly identified and readily accessible. Such records and documents should be retained for a period of three (3) years after receipt of final payment under this agreement and all other pending matters are closed.
- 3.5. Access to Records. COUNTY, the State of Oregon and the federal government and their duly authorized representatives shall have access to the books, documents, papers, and records of CITY that are directly pertinent to this agreement for the purpose of making audits, examinations, excerpts, and transcripts. Likewise, CITY, the State of Oregon and the federal government and their duly authorized representatives shall have access to the

books, documents, papers, and records of COUNTY that are directly pertinent to this agreement for the purpose of making audits, examinations, excerpts, and transcripts.

4. Manner of Performance.

4.1. Compliance with Applicable Laws and Regulations, and Special Federal Requirements.

CITY and COUNTY shall comply with all federal laws and regulations, Oregon laws and regulations, local ordinances and rules applicable to this agreement, including, but not limited to, all applicable federal and Oregon civil rights and rehabilitation statutes, rules and regulations, and as listed in Exhibit 4, attached and incorporated into this agreement.

4.2. Precedence. When a requirement is listed both in the agreement and in an exhibit to it, the requirement in the exhibit shall take precedence.

4.3. Subcontracts. CITY shall not enter into any subcontracts for any of the work scheduled under this agreement without obtaining prior written approval from COUNTY.

5. General Provisions.

5.1. Contact. All routine correspondence and communication regarding this agreement, as well as requests for written acknowledgment, shall be directed to the following representatives:

For COUNTY: Teresa Christopherson, 2051 Kaen Rd, Oregon City, OR 97045  
([teresachr@co.clackamas.or.us](mailto:teresachr@co.clackamas.or.us)) (503-650-5718)

For CITY: Andi Howell, Transit Director, City of Sandy, 16610 Champion Way,  
Sandy, OR 97055 ([ahowell@ci.sandy.or.us](mailto:ahowell@ci.sandy.or.us)) (503-489-0925)

Either party may change the contact or its associated information by giving prior written notice to the other party.

5.2. Indemnification. Subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.300, and the Oregon Constitution, each party agrees to hold harmless, defend, and indemnify each other, including its officers, commissioners, councilors, agents and employees, against all claims, demands, actions and suits of any kind or nature for personal injury, death or damage to property arising out of this agreement where the loss or claim is attributable to the negligent acts or omissions of the indemnitor or the indemnitor's officers, commissioners, councilors, employees, agents, subcontractors, or anyone over which the party has a right to control. Each party shall give the other party immediate written notice of any action or suit filed or any claim made against that party that may result in litigation in any way related to this agreement.

- 5.3. Severability. If any provision of this agreement is found to be unconstitutional, illegal or otherwise unenforceable by a Court or authority of competent jurisdiction, 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 intentions of the parties to the maximum extent possible.
- 5.4. Modifications. Any modification or change to the terms of this agreement shall be effective only when reduced to writing and approved by the governing bodies of both parties. Any modification or change, including any additional agreement providing descriptions of tasks, standards of performance or costs, shall be in writing, shall refer specifically to this agreement and shall be valid only when approved by the governing bodies of both parties.
- 5.5. Integration. This agreement contains the entire agreement between the parties concerning its subject matter.
- 5.6. Third-Party Beneficiaries. The CITY and COUNTY are the only parties to this agreement and are the only parties entitled to enforce its terms.
- 5.7. Applicable Law. The laws of the State of Oregon govern this agreement without respect to conflict of laws principles. Any litigation between the parties arising out of or related to this agreement will be conducted exclusively in the Circuit Court for the State of Oregon, Clackamas County. The parties accept the personal jurisdiction of this court.
- 5.8. Dispute Resolution.
- 5.8.1. Subject to mutually agreed upon extensions of time in writing, failure or unreasonable delay by any party to substantially perform any material provision of this agreement shall constitute default. In the event of an alleged default or breach of any term or condition of this agreement, the party alleging such default or breach shall give the other party not less than 30 days written notice specifying the nature of the alleged default and the manner in which the default may be cured satisfactorily. During this 30-day period, the party shall not be considered in default for purposes of termination or instituting legal proceedings.
- 5.8.2. The parties shall negotiate in good faith to resolve any dispute arising under this agreement. Should any dispute arise between the parties concerning this agreement that cannot be resolved by mutual agreement, the parties may mutually agree to mediate the dispute prior to a party commencing litigation. The mediation shall take place in Clackamas County, Oregon. The parties will equally bear the mediator's fees and costs.
- 5.9. Term and Termination.
- 5.9.1. Term. This agreement is effective on July 1, 2018 and will terminate on June 30, 2019, unless the parties agree in writing to extend the agreement.

- 5.9.2. Termination For Convenience. Either party may terminate this agreement by providing at least 30 days prior written notice to the other party.
- 5.9.3. Termination For Cause. Either party may immediately terminate this agreement if that party complied with Section 5.8.1 of this agreement and the other party did not cure its default within the time provided by Section 5.8.1.
- 5.10. Effective Date. This agreement will only become effective upon approval by the governing bodies of COUNTY and CITY.

***[SIGNATURES ON FOLLOWING PAGE]***

**CITY OF SANDY**

Bill King, Mayor

Signing on Behalf of the Mayor & Council

  
\_\_\_\_\_  
Kim Yamashita, City Manager

6/19/18  
Date

**CLACKAMAS COUNTY**

Signing on behalf of the Board

Commissioner: Jim Bernard, Chair

Commissioner: Sonya Fischer

Commissioner: Ken Humberston

Commissioner: Paul Savas

Commissioner: Martha Schrader

\_\_\_\_\_  
Richard Swift, Director  
Health, Housing & Human Services

\_\_\_\_\_  
Date

**Exhibit 1**

**City of Sandy Clackamas County Employee Support Proposal**

## City of Sandy Clackamas County Employee Support Proposal

In an effort of collaboration and cost effective management, the City of Sandy Transit Department proposes a supported administrative employment approach between the City of Sandy and Clackamas County. Sandy and Clackamas County have a demonstrated record of collaboration through shared contracting and facility utilization. As outlined in the Mt Hood Service and Sustainable Operations Plan, there could be further efficiencies for both systems through the mutual use of administrative employees. Due to the lack of authority for the City of Sandy in the Mount Hood communities, the City cannot claim jurisdiction to the Mount Hood System, however the two can work together to seamlessly operate regardless of funding structure. See proposal below.

City of Sandy will employ 1 Program Administrator (STEP 7) at \$4065/month

City of Sandy will employ 1 Administrative Secretary (STEP 3) at \$2790/month

Both positions will be City employees, however their job descriptions will be outlined as support positions for both Sandy Transit and the Clackamas County Mount Hood Service.

The City of Sandy is proposing a commitment of \$55,000 per year from the County to provide the following functions for Mount Hood Express Services:

- Compile data required for completion of fiscal and grant reports, including tracking performance measures
- Conduct semiannual rider surveys as required by grants and compile results for analysis
- Conduct research and analysis associated with policy and program development
- Work with MHX contractor for operational issues requiring county input
- Assist with completion of grant applications and other activities designed to promote long term stable funding
- Work with Hoodland area businesses to promote ridership and to effectively communicate service needs and upcoming changes
- Assist with planning and coordination of events
- Provide staff support to the Mt Hood Transportation Alliance, including taking minutes and following up on action items
- Update the MHX website and respond to information requests
- Interact with public at the Sandy Park and Ride location
- General office and clerical duties as needed



- Participate in required training programs and staff meetings
- Other tasks and projects as needed

Job Descriptions listed below.

City of Sandy

Job Description

Job Title: Transit Program Administrator (confidential)  
Supervised by: Transit Director  
Status: Full time Employee (Exempt)

#### POSITION SUMMARY

The Transit Program Administrator is a confidential class position, responsible for a wide range of duties that support the work of the Sandy and Mt Hood Transit Services. Responsibilities include, but are not limited to public contact, coordinating special projects and events, writing documents and reports, and understanding government regulations in the development of policies and procedures. This person will work independently under general direction. Therefore, he or she must show good judgment, be prepared to handle confrontational or stressful situations, and deal effectively with coworkers, the public, business owners and other agency staff.

#### SALARY AND BENEFITS

Salary range \$4065-5188 per month plus excellent benefits. This is a permanent, full-time position with benefits and eligibility for PERS after 6 months. New position hires generally begin at Step A, \$4065/month.

#### PRIMARY DUTIES & RESPONSIBILITIES

- Compile data required for completion of fiscal and grant reports, including tracking performance measures
- Conduct semiannual rider surveys as required by grants and compile results for analysis
- Conduct research and analysis associated with policy and program development
- Work with contractor for operational issues requiring county input.
- Coordinate and/or create marketing activities (literature production/distribution, flyers, ads, public notices)

- Assist with completion of grant applications and other activities designed to promote long term stable funding.
- Work with Sandy and Hoodland area businesses to promote ridership and to effectively communicate service needs and upcoming changes
- Assist with planning and coordination of events
- Provide staff support to the Mt Hood Transportation Alliance, including taking minutes and following up on action items.
- Oversee the management of the Transit Assistant regarding the transit tax database, tax collections and audits.
- Work with the Transit Assistant to oversee the front desk activities and questions, especially regarding Mount Hood Express services, park and rides and general questions.
- Create documents and correspondence
- Update the website and respond to information requests
  
- Understand legal documents; follow written or oral instructions and exercise independent judgment
- Participate in required training programs and staff meetings
- Maintain an awareness of current transit legislation
- Attend work and perform duties, primarily in office setting

Other tasks and projects as needed by either Sandy or Mount Hood Services.

### **EXPERIENCE & EDUCATION**

A bachelor's degree from an accredited college or university, preferably in public administration, business or a closely related field relative to public transportation is required. Experience in public transportation is preferred. Any combination of experience and education which provides the applicant with the level of required knowledge and abilities will be considered.

### **COMPENSATION & BENEFITS**

- \$48,780 - \$62,256
- Vacation
- Holidays
- Sick Leave
- Medical / Dental Allowance
- Life Insurance
- Employee Assistance Program
- Oregon State PERS Retirement

City of Sandy

Job Description

Job Title: Transit Administrative Secretary  
Supervised by: Transit Director  
Status: Full time Employee

POSITION SUMMARY

The Transit Administrative Secretary is responsible for a wide range of duties that support the work of the operations center which includes Public Works and Parks as well as Transit. Responsibilities include, but are not limited to, data entry, document creation, mass mailings, public contact, reports, and general office clerical duties. This person will work independently under general direction. The position must be able to interact effectively with coworkers, the public, business owners and other agency staff.

SALARY AND BENEFITS

Salary range \$2790 – 3561 per month plus excellent benefits. A pre-employment criminal background check is required. This is a permanent, full-time position with benefits and eligibility for PERS after 6 months. Positions usually begin at low end of salary range.

PRIMARY DUTIES & RESPONSIBILITIES

- Transit Tax Data entry, tax collection letters and mailings
- Public Works backflow device data entry, reminder notices, mailings
- Create documents and correspondence
- Keep website information current
- General office and clerical duties for Sandy and Clackamas County Transit
- Coordinate and/or create marketing activities (literature production/distribution, flyers, ads, public notices).
- Willingness to disseminate information throughout town including bus shelters.
- Set up meeting rooms, produce meeting materials, generate minutes for Transit Advisory Committee and other meetings
- Participate in required training programs and staff meetings
- Organization of front desk and copy/supply room for Operations Center
- Maintain a schedule of Parks, PW programs such as gazebo and/or wood chipper rental
- Attend work and perform duties, primarily in office setting

- Other tasks and projects as needed

#### REQUIRED QUALIFICATIONS

- Two-year college degree or equivalent training or experience
- Ability to work independently on assigned tasks and to make decisions with minimal supervision
- Ability to prioritize and organize tasks within specific timelines
- Ability to exercise good judgment, courtesy, patience, and tact in public contact and problem resolution
- Valid Oregon Driver's License
- Excellent interpersonal, verbal, written and phone skills
- Intermediate to advanced proficiency with computer programs (Windows, Excel, Access, Publisher or equivalent)
- Ability to operate office machines (i.e. copier, fax, and ten-key calculator)
- Must be capable of promoting public and employees trust and confidence
- Some overnight travel required

#### PREFERRED QUALIFICATIONS

- Bilingual English/Spanish
- Knowledge of geographic service district
- Customer service skills
- Oregon Commercial Driver's License

#### PHYSICAL REQUIRMENTS

- Repetitive motion, prolonged sitting
- Extensive visual/hearing involvement
- Extensive verbal communication, primarily via telephone
- Occasional lifting of items from below the knees or above the shoulders
- Bending or stretching ability adequate to properly secure mobility devices and bicycles on board company vehicles
- Ability to lift 40 pounds

Work is performed primarily in an office environment, will require bending, hearing voice conversations, keyboarding, lifting up to 40 lbs, pushing, reaching and walking. A considerable amount of sitting is required. Some out-of-office tasks may be required.

**COMPENSATION & BENEFITS**

- \$33,480 - \$42,732**
- Vacation
- Holidays
- Sick Leave
- Medical / Dental Allowance
- Life Insurance
- Employee Assistance Program
- Oregon State PERS Retirement

EXHIBIT 2  
REPORTING REQUIREMENTS

Reporting:

CITY shall submit on a quarterly basis a narrative summary of the work performed on behalf of the Mt Hood Express, including progress on any planning or special projects.

Invoicing

CITY, through designated staff, shall submit to COUNTY a quarterly invoice as identified in Exhibit 3: Budget, made a part of this contract.

Invoices for shop supplies will be on a reimbursement basis and will include a copy of the original invoice.

Invoices for bus rental will include a summary of rental use.

Invoices and required reports may be submitted electronically via e-mail as an attachment and shall be received by COUNTY on or before the 15<sup>th</sup> of each month preceding the reporting period.

E-mail address: [teresachr@clackamas.us](mailto:teresachr@clackamas.us)

COUNTY shall make payment to CITY within 30 days of receipt of each invoice submitted.

EXHIBIT 3

BUDGET

\$55,000 for staff support for Mt Hood Express project  
\$7,200 for space for staff, program materials, and bus parking  
\$2,500 for vehicle rental  
\$2,000 for shop supplies

Total maximum compensation under this contract shall not exceed \$66,700

Invoices shall be submitted on a quarterly basis for a maximum of \$15,550 per quarter for staff support and space for staff, program materials and bus parking.

Invoices for reimbursement for vehicle rental and shop supplies shall also be submitted on a quarterly basis based on costs incurred.

## EXHIBIT 4

### SPECIAL REQUIREMENTS

1. CITY certifies to the best of its knowledge and belief that neither it nor any of its principals:
  - (a) Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or CITY;
  - (b) Have within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph 1(b) of this certification; and
  - (d) Have within a three-year period preceding this agreement had one or more public transactions (federal, state or local) terminated for cause or default.

Where the CITY is unable to certify to any of the statements in this certification, such CITY shall attach an explanation to this proposal.

2. In case of suspected fraud by applicants, employees, or vendors, CITY shall cooperate with all appropriate investigative agencies, and shall assist in recovering invalid payments.
3. CITY shall protect the confidentiality of all information concerning applicants for and recipients of services funded by this agreement and shall not release or disclose any such information except as directly connected with the administration of the particular Clackamas County program(s) or as authorized in writing by the applicant or recipient. All records and files shall be appropriately secured to prevent access by unauthorized persons.

CITY shall ensure that all officers, employees, and agents are aware of and comply with this confidentiality requirement.

4. CITY shall ensure that no person or group of persons shall, on the ground of age, race, color, national origin, primary language, sex, religion, handicap, political affiliation or belief, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part by funds delegated under this agreement.
5. CITY will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity covered by this contract.
6. CITY will comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor Regulations (41 CFR Part 60).
7. CITY will establish safeguards to prohibit employees and volunteers from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.



8. CITY certifies, to the extent required by federal law, that it will provide a drug-free workplace by:
  - (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in CITY's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
  - (b) Establishing a drug-free awareness program to inform employees about:
    - (1) The dangers of drug abuse in the workplace;
    - (2) CITY's policy of maintaining a drug-free workplace;
    - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
    - (4) The penalties that may be imposed upon employees for drug abuse violations.
  - (c) Making it a requirement that each employee to be engaged in the performance of this contract be given a copy of the statement required by subsection (a) above.
  - (d) Notifying the employee in the statement required by subsection (a) that as a condition of employment on such contract, the employee will:
    - (1) Abide by the terms of the statement; and
    - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
  - (e) Notifying the CITY within 10 days after receiving notice under subsection (d)(2) from an employee or otherwise receiving actual notice of such conviction.
  - (f) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by Section 5154 of the Drug-Free Workplace Act of 1988.
  - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of subsections (a) through (f).



REMOVED

MARC GONZALES  
DIRECTOR

DEPARTMENT OF FINANCE

PUBLIC SERVICES BUILDING

2051 KAEN ROAD | OREGON CITY, OR 97045

July 26, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

**Authorization to Purchase Quantity 18 Dodge Chargers for the  
Clackamas County Sheriff's Office**

<b>Purpose / Outcome</b>	Approval to purchase Qty. 18 2018 Dodge Chargers for the Clackamas County Sheriff's Office
<b>Dollar Amount and Fiscal Impact</b>	\$442,843.56
<b>Funding Source</b>	Clackamas County Fleet Services 770-7521-00-485510
<b>Duration</b>	N/A
<b>Previous Board Action/Review</b>	N/A
<b>Strategic Plan Alignment</b>	Replaces older, less reliable patrol vehicles
<b>Contact Person</b>	Amy Aguilar, Fleet Analyst, 503-650-3243

**Background:**

The Clackamas County Sheriff's Office has requested that the Clackamas County Fleet Services Division purchase eighteen (18) 2018 V8 (LDEE48) Dodge Charger AWD police patrol vehicles from Withnell Motor Company.

These vehicles will be assigned to the Sheriff's Office Patrol Division and will replace aging Dodge Chargers currently assigned to the patrol division.

Approval of the purchase is being requested under the Local Contract Review Board Rule C-046-0400, Authority of Cooperative Procurements. The purchase will be made off cooperative contract #5553 with the State of Oregon Cooperative Purchasing Agreement Program through Withnell Motor Company.

**Recommendation:**

Staff recommends the Board of County Commissioners approve this purchase.

Sincerely,

Marc Gonzales  
Finance Director



# Bid/Quote Tabulation Form

To be used for all purchases between \$5,000.01 - \$50,000.00, unless otherwise approved by Procurement. Three bids must be obtained from different vendors.

Requestor:  Dept./Division:   
 Project Name:  Date:   
 Account String:

Were at least three bids/quotes obtained?  Yes  No, explain reason:  
 Reason:

Bid/Quote	Vendor Name	Price	Not Quoting
#1	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>
#2	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>
#3	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>
#4	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>
#5	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>

Generally the contract should be awarded to the vendor with the lowest price conforming Bid/Quote. If you request exception to the low price award, explain justification:

Reason:

How is the purchase to be completed?

Department Issued Field PO #   Request that Procurement Issue PO, Create Contract, or pay with Procurement P-Card.  
*[Purchase of Goods only]*  
 Is this project grant funded?  No  Yes – Source of Funds:

**Note: You must submit subrecipient vs. contractor determination if grant funded.**

Is purchase subject to BOLI Prevailing Wage/Davis Bacon Act:  No  Yes

By submission of this Bid/Quote Tabulation Form, I certify that there are sufficient funds in the above referenced account string for the purchase.

Budget Authority Approval:  Date:

**Submit with Form: All written quotes and any specifications sent to vendors  
Submit Completed Form and Quotes To: [PACSRequest@clackamas.us](mailto:PACSRequest@clackamas.us)**

*Procurement Use Only*

Procurement:   
 Procurement PO/Contract # Issued:

**WITHNELL DODGE**  
**2650 COMMERCIAL SE**  
**SALEM, OR 973024451**

**Priced Order Confirmation (POC)**

<b>Date Printed:</b>	2018-07-10 12:37 PM	<b>VIN:</b>		<b>Quantity:</b>	01
<b>Estimated Ship Date:</b>		<b>VON:</b>	41801127	<b>Status:</b>	BE - Editor error-coding error which must be corrected before the order can be considered for scheduling
<b>Date Ordered:</b>	2018-05-11 4:34 PM	<b>Ordered By:</b>	S28368H	<b>FAN 1:</b>	48979 State of Oregon
				<b>FAN 2:</b>	
				<b>Client Code:</b>	
				<b>Bid Number:</b>	TB8273
				<b>PO Number:</b>	CLACK
<b>Sold to:</b>	<b>Ship to:</b>				
WITHNELL DODGE (56440)	WITHNELL DODGE (56440)				
2650 COMMERCIAL SE	2650 COMMERCIAL SE				
SALEM, OR 973024451	SALEM, OR 973024451				

**Vehicle: 2018 CHARGER POLICE AWD (LDEE48)**

	<b>Sales Code</b>	<b>Description</b>	<b>MSRP(USD)</b>
<b>Model:</b>	LDEE48	CHARGER POLICE AWD	36,750
<b>Package:</b>	29A	Customer Preferred Package 29A	0
	EZH	5.7L V8 HEMI MDS VVT Engine	0
	DGJ	5-Speed Auto W5A580 Transmission	0
<b>Paint/Seat/Trim:</b>	PW7	White Knuckle Clear Coat	0
	APA	Monotone Paint	0
	*C8	HD Cloth Bucket & Rear Bench Seats	0
	-X9	Black	0
<b>Options:</b>	AHM	Convenience Group I	480
	AWC	Fleet Safety Group	595
	CW6	Deactivate Rear Doors/Windows	75
	LBG	Front Reading/Map Lamps	75
	LNA	Matching Right Spot Lamp	210
	LNF	Black Left Spot Lamp	210
	LNX	LED Spot Lamps	300
	NAS	50 State Emissions	0
	NZE	Base Engine Controller	0
	3AH	Price Protection - Code H	0
	4FM	Fleet Option Editor	0
	4ES	Delivery Allowance Credit	0
	2SQ	FCA Fleet Powertrain Care	0
	YGF	8 Additional Gallons of Gas	0
	4FT		0
	5N6	Easy Order	0
	4FT	Fleet Sales Order	0
	4EA	Sold Vehicle	0
<b>Non Equipment:</b>	4KA	Special Bid Handling	0
	4FA	Special Bid-Ineligible For Incentive	0
	4DH	Prepaid Holdback	0
	MAF	Fleet Purchase Incentive	0
<b>Bid Number:</b>	TB8273	Government Incentives	0
<b>Discounts:</b>	3B7	Officer Protection Package Discount	-595
<b>Destination Fees:</b>			1,095

**Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.**

Total Price: 39,195

Order Type: Fleet  
Scheduling Priority: 1-Sold Order  
Customer Name:  
Customer Address:

PSP Month/Week:  
Build Priority: 01

Instructions:

① ~~MAN~~ MCKENZIE  
GSM  
Withheld Dodge

24400.<sup>00</sup>  
priv tax 122.<sup>42</sup>  

---

\$24602.<sup>42</sup>

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

**Award Summary**  
**Price Agreement**  
**Automotive Vehicles**  
 (Prod)

**Supplier Address**

Withnell Motor Company  
 2650 Commercial Street SE  
 Salem, Oregon  
 97302

**Contact** Matt McCowan  
**Phone** 1 (503) 364-0184  
**Fax**  
**Email** matt@withnellauto.com

**Contract #****5553**

Amendment # 1

Revision # 3

**Revision Date**

02/15/2018

**Opportunity #**

DASPS-2052-14

**Contract Start Date**

04/06/2015

**Expiration Date**

03/31/2020

**Supplier Number**

9834

All dates are mm/dd/yyyy

Attachments Exist

Amendment/Revision Comments Exist

Secondary Suppliers Do Not Exist

User Comments Do Not Exist

**Contract Administrator**

DAS Procurement Services  
 1225 Ferry Street SE  
 Salem, Oregon  
 97301

**Receiving Address**

See purchase order

**Contract Filed At**

DAS PS

**Contact** Blake Schwabauer  
**Phone** 1 (503) 378-4653  
**Fax** 1 (503) 373-1626  
**Email** blake.j.schwabauer@oregon.gov

**Delivery Requirements**

See Price Agreement

**Payment Terms**

Net 30

**FOB**

FOB Destination

Item #	Quantity / Unit	Description	Unit Cost
1	1 EACH	Commodity No. 998-94 Vehicles, Including Automobiles, Trucks, Vans,	\$0

<b>Mandatory or Convenience</b> Mandatory	<b>Current Amendment Value</b> \$0.00
<b>Minimum Order</b> See Price Agreement	<b>Previous Contract Value</b> \$75,000,000.00
<b>Return Policy</b> See Price Agreement	<b>Current Amended Value</b> \$75,000,000.00
<b>Warranty</b> See Price Agreement	
<b>Best Value Analysis</b>	
<b>Freight / Surcharge</b>	
<b>Renewal Option</b>	

**CONTROL NUMBER:** 1972231

**Master File:** ORPIN-75577-14



REMOVED

MARC GONZALES  
DIRECTOR

DEPARTMENT OF FINANCE

PUBLIC SERVICES BUILDING

2051 KAEN ROAD | OREGON CITY, OR 97045

July 26, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

**Authorization to Purchase Quantity 12 - 2019 Ford Transit 350 Cargo Vans for  
Clackamas County Facilities Management**

<b>Purpose / Outcome</b>	Approval to purchase Qty. 12 – 2019 Ford Transit 350 Cargo Vans for Clackamas County Facilities Management
<b>Dollar Amount and Fiscal Impact</b>	\$314,963.28
<b>Funding Source</b>	Clackamas County Facilities Management 744-7536-00-485505-99520
<b>Duration</b>	N/A
<b>Previous Board Action/Review</b>	N/A
<b>Strategic Plan Alignment</b>	Additional vehicles to accommodate new staffing needs
<b>Contact Person</b>	Amy Aguilar, Fleet Analyst, 503-650-3243

**Background:**

Clackamas County Facilities Maintenance has requested that the Clackamas County Fleet Services Division purchase twelve (12) 2019 Ford Transit 350, Low Roof cargo vans from Northside Ford Truck Sales, Inc.

These vehicles will be assigned to new staff and will standardize the vehicles within this division and will be upfitted to meet the needs of the various trades.

Northside Trucks quoted \$26,246.94 each and was deemed to be the lowest responsive and responsible respondent. Gresham Ford quoted \$26,439.54 and Landmark Ford quoted \$26,528.99 each.

The total amount for this purchase shall be \$314,963.28. Funds for this purchase have been budgeted in FY 2018/2019 under line 744-753600-485510-99520.

**Recommendation:**

Staff recommends the Board of County Commissioners approve this purchase.

Sincerely,

Marc Gonzales  
Finance Director





# Bid/Quote Tabulation Form

To be used for all purchases between \$5,000.01 - \$50,000.00, unless otherwise approved by Procurement. Three bids must be obtained from different vendors.

Requestor:  Dept./Division:   
 Project Name:  Date:   
 Account String:

Were at least three bids/quotes obtained?  Yes  No, explain reason:  
 Reason:

Bid/Quote	Vendor Name	Price	Not Quoting
#1	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>
#2	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>
#3	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>
#4	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>
#5	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Date Contacted	<input type="text"/>	Date bid/quote received	<input type="text"/>

Generally the contract should be awarded to the vendor with the lowest price conforming Bid/Quote. If you request exception to the low price award, explain justification:

Reason:

How is the purchase to be completed?

Department Issued Field PO #   Request that Procurement Issue PO, Create Contract, or pay with Procurement P-Card.  
*[Purchase of Goods only]*  
 Is this project grant funded?  No  Yes – Source of Funds:

**Note: You must submit subrecipient vs. contractor determination if grant funded.**

Is purchase subject to BOLI Prevailing Wage/Davis Bacon Act:  No  Yes

By submission of this Bid/Quote Tabulation Form, I certify that there are sufficient funds in the above referenced account string for the purchase.

Budget Authority Approval:  Date:

**Submit with Form: All written quotes and any specifications sent to vendors**  
**Submit Completed Form and Quotes To: [PACSRequest@clackamas.us](mailto:PACSRequest@clackamas.us)**

*Procurement Use Only*

Procurement:   
 Procurement PO/Contract # Issued:



Northside Ford Truck Sales, Inc.  
6221 N E Columbia Blvd., Portland, Oregon,  
972182995  
Office: 503-282-7773

2019 Transit-350, Low Roof Cargo Van  
Low Roof Cargo Van 129.9" WB Base(W1Z)  
Price Level: 915

## Selected Options

Code	Description	MSRP	Invoice
<b>Base Vehicle</b>			
W1Z	Base Vehicle Price (W1Z)	\$36,140.00	\$34,152.00
<b>Packages</b>			
101A	Order Code 101A <i>Includes:</i> - Engine: 3.7L Ti-VCT V6 Includes SEIC capability. - 3.73 Axle Ratio - Transmission: 6-Speed Automatic w/OD & SelectShift Includes auxiliary transmission oil cooler. - GVWR: 9,500 lbs - Tires: 235/65R16C AS BSW - Wheels: 16" Steel w/Black Center Hubcap - Pewter Vinyl Dual Bucket Seats (6). Includes 2-way manual driver seat, 2-way manual passenger seat and driver armrest. - Vinyl Front Bucket Seats	N/C	N/C
<b>Powertrain</b>			
99M	Engine: 3.7L Ti-VCT V6 <i>Includes SEIC capability.</i> <i>Includes:</i> - 3.73 Axle Ratio	Included	Included
446	Transmission: 6-Speed Automatic w/OD & SelectShift <i>Includes auxiliary transmission oil cooler.</i>	Included	Included
X73	3.73 Axle Ratio	Included	Included
STDGV	GVWR: 9,500 lbs	Included	Included
<b>Wheels &amp; Tires</b>			
STDTR	Tires: 235/65R16C AS BSW	Included	Included
STDWL	Wheels: 16" Steel w/Black Center Hubcap	Included	Included
<b>Seats &amp; Seat Trim</b>			
21G	Pewter Vinyl Dual Bucket Seats (6). Includes 2-way manual driver seat, 2-way manual passenger seat and driver armrest.	Included	Included
V	Vinyl Front Bucket Seats	Included	Included
<b>Other Options</b>			
PAINT	Monotone Paint Application	STD	STD
130WB	130" Wheelbase	STD	STD

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Amy Aguilar, Clackamas County  
By: SHARON TUCKER Date: 06/26/2018



Northside Ford Truck Sales, Inc.  
6221 N E Columbia Blvd., Portland, Oregon,  
972182995  
Office: 503-282-7773

2019 Transit-350, Low Roof Cargo Van  
Low Roof Cargo Van 129.9" WB Base(W1Z)  
Price Level: 915

## Selected Options (cont'd)

Code	Description	MSRP	Invoice
63C	Heavy-Duty Alternator <i>250 amp.</i>	\$260.00	\$240.00
63E	Dual Heavy-Duty Batteries <i>70 amp-hr each. Includes absorbed glass mat.</i>	\$295.00	\$272.00
53K	Modified Vehicle Wiring System <i>Includes modified vehicle connections for customized wiring harness provisions.</i>	Included	Included
67C	High Capacity Upfitter Switches	\$85.00	\$79.00
59B	Tow/Haul Mode w/Trailering Wiring Provisions <i>Includes trailer wiring harness to rear of vehicle for upfit, Trailer Stability Control (TSC), 4/7 pin connector assembly and rear jumper. Note: This package does not include a Trailer Brake Controller (67D). Additionally, if customer wants a trailer brake controller after initial purchase, it will have to be an aftermarket trailer brake controller and aftermarket wiring harness.</i>	Included	Included
86F	2 Additional Keys (4 Total) <i>Includes key fobs.</i>	\$75.00	\$69.00
87E	Auxiliary Fuse Panel <i>Includes high spec interface connector. Includes: - Modified Vehicle Wiring System Includes modified vehicle connections for customized wiring harness provisions.</i>	N/C	N/C
585	Radio: AM/FM Stereo w/Bluetooth <i>(29). Includes audio input jack, microphone and USB port. Includes: - 4 Front Speakers No rear speakers. - Vinyl Sun Visors Includes illuminated vanity mirrors.</i>	\$135.00	\$124.00
53B	Heavy-Duty Trailer Tow Package <i>Deletes rear recovery eye. Includes 4-pin/7-pin connector and relay system for backup/braking lights. Note: This package does not include a Trailer Brake Controller (67D). Additionally, if customer wants a trailer brake controller after initial purchase, it will have to be an aftermarket trailer brake controller and aftermarket wiring harness. Includes: - Tow/Haul Mode w/Trailering Wiring Provisions Includes trailer wiring harness to rear of vehicle for upfit, Trailer Stability Control (TSC), 4/7 pin connector assembly and rear jumper. Note: This package does not include a Trailer Brake Controller (67D). Additionally, if customer wants a trailer brake controller after initial purchase, it will have to be an aftermarket trailer brake controller and aftermarket wiring harness. - Frame Mounted Hitch Receiver</i>	\$485.00	\$447.00
43B	Back Up Alarm	\$125.00	\$115.00
<b>Interior Colors</b>			
VK_01	Pewter	N/C	N/C
<b>Primary Colors</b>			
YZ_01	Oxford White	N/C	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Amy Aguilar, Clackamas County  
By: SHARON TUCKER Date: 06/26/2018



Northside Ford Truck Sales, Inc.  
6221 N E Columbia Blvd., Portland, Oregon,  
972182995  
Office: 503-282-7773

2019 Transit-350, Low Roof Cargo Van  
Low Roof Cargo Van 129.9" WB Base(W1Z)  
Price Level: 915

### Selected Options (cont'd)

Code	Description	MSRP	Invoice
SUBTOTAL		\$37,600.00	\$35,498.00
Fuel Charge		\$0.00	\$0.00
Destination Charge		\$1,395.00	\$1,395.00
TOTAL		\$38,995.00	\$36,893.00

Note: back up camera + LED  
cargo lights are standard  
equipment for 2019 model year.

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Prepared for: Amy Aguilar, Clackamas County  
By: SHARON TUCKER Date: 06/26/2018



Northside Ford Truck Sales, Inc.  
 6221 N E Columbia Blvd., Portland, Oregon,  
 972182995  
 Office: 503-282-7773

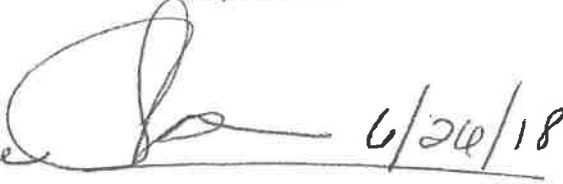
2019 Transit-350, Low Roof Cargo Van  
 Low Roof Cargo Van 129.9" WB Base(W1Z)  
 Price Level: 915

## Pricing - Single Vehicle

		MSRP
<i>Vehicle Pricing</i>		
Base Vehicle Price		\$36,140.00
Options & Colors		\$1,460.00
Upfitting		\$0.00
Destination Charge		\$1,395.00
<b>Subtotal</b>		<b>\$38,995.00</b>
<i>Pre-Tax Adjustments</i>		
<b>Code</b>	<b>Description</b>	
VCAF	As per state contract #5549.	\$0.00
Delivery	Delivery per contract \$2.25 per mile after 60.	\$0.00
Govt Disc	Government discount	-\$12,878.64
<b>Subtotal</b>		<b>\$26,116.36</b>
<i>Sales Taxes</i>		
<b>Code</b>	<b>Description</b>	
Oregon Tax	Oregon Privilege Tax	\$130.58
<small>State of Oregon privilege tax applies to all new vehicles sold into Oregon under 26,000 pound GVWR.</small>		
<b>Subtotal</b>		<b>\$26,246.94</b>
<i>Post-Tax Adjustments</i>		
<b>Code</b>	<b>Description</b>	
LTD E-plate	License, title, doc (E-Plates)	\$197.00
<b>Total</b>		<del><b>\$26,443.94</b></del>

Customer Signature

Acceptance Date

Provided by Sharrn Tucker  6/26/18

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Prepared for: Amy Aguilar, Clackamas County  
 By: SHARON TUCKER Date: 06/26/2018

**Fleet Price Quote**

**Gresham Ford-1999 East Powell Blvd. Gresham, OR 97080**



**Paul Blankenship**

Government and Commercial Fleet Manager  
 Military Deliveries  
 State of Oregon Contract #5551

Cell: 503.490.6510  
 Office: 503.665.0101  
 Fax: 503.665.0497  
[Paul@GreshamFord.com](mailto:Paul@GreshamFord.com)

<b>Quoted to:</b>	Clackamas County		
	Amy Aguitar		
Cell/Phone	503-650-3243	Date Quoted	6/21/2018
FAX	503-650-3024	This Quote is per one vehicle	Contract FIN QS045
E-Mail	<a href="mailto:amyaguitar@co.clackamas.or.us">amyaguitar@co.clackamas.or.us</a>		

<b>Vehicle Quoted:</b>	Model Code	W1Y T350 Van, Reg. WB 60/40 Sliding Side Door
	Model Year	2019

Quote:	Item Code	Item Description	Price
Base	W1Y T350 Van, Reg. WB 60/40 Sliding Side Door		\$ 24,893.00
WB	130	In. Wheel Base	incl.
GVRW	9500	GVRW	
Color	YZ	Oxford White	incl.
Interior	V	Vinyl	incl.
Interior Color	K	Pewter	incl.
Trim	101A	XL Equip. Group	incl.
Engine	99M	3.7L V6 TIVCT	incl.
Transmission	446	6-Spd Automatic Transmission	incl.
Emissions	425	50 States Emissions	incl.
	TC8	235/65R16 BSW	incl.
	X73	3.73 Reg. Axle	incl.
		Front License Plate Bracket	incl.
	20C	9,500 Lbs GVWR	incl.
	43B	Back up Alarm	\$ 115.00
	53B	Trailer Tow Pkg.	\$ 447.00
	59B	Trailer Tow Wiring Provided	incl.
	53K	Modified Wiring Pkg.	incl.
	585	AMFM/MP3/SYNC	\$ 124.00
	63C	Hvy Duty Alternator	\$ 240.00
	63E	Dual Batteries	\$ 272.00
	66P	PATS	\$ 69.00
	67C	Up fitter Switch	\$ 79.00
	85C	Illuminated Visors	incl.
	86F	Keys, 2 Additional	\$ 69.00
	87E	Aux. Fuse Panel	incl.
	913	4x Front Speakers	incl.

	<b>Cost of Vehicle</b>	<b>\$ 26,308.00</b>
	<b>Oregon Vehicle Privilege Tax</b>	<b>\$ 131.54</b>
	<b>E-Plates</b>	<b>\$ -</b>
	<b>Delivered to</b>	
	<b>Total Vehicle Quote</b>	<b>\$ 26,439.54</b>



**Paul Blankenship**

Government and Commercial Fleet Manager  
 Military Deliveries  
**State of Oregon Contract #5551**

Cell: 503.490.6510  
 Office: 503.665.0101  
 Fax: 503.665.0497  
[Paul@GreshamFord.com](mailto:Paul@GreshamFord.com)

<b>Quoted to:</b>	Clackamas County		
	Amy Aguilar		
Cell/Phone	503-650-3243	Date Quoted	6/21/2018
FAX	503-650-3024	This Quote is per one vehicle	
E-Mail	<a href="mailto:amyaguilar@co.clackamas.or.us">amyaguilar@co.clackamas.or.us</a>		
	Contract FIN	QS045	

<b>Vehicle Quoted:</b>	Model Code	W1Y T350 Van, Reg. WB 60/40 Sliding Side Door
	Model Year	2019

<b>Quote:</b>	Item Code	Item Description	Price
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Page 2 - Additional quote information

- Note LED interior lighting is standard equipment.
- Note Option 67C requires 87E  
Option 87E requires options 63C and 63E
- Note ETA for Transit cargo van is currently 16 to 18 weeks for production.

**GRESHAM FORD**

*Paul Blankenship*

06/21/2018

	Cost of Vehicle	\$	-
	Oregon Vehicle Privilege Tax	\$	-
	E-Plates	\$	-
	Delivered to		
	<b>Total Vehicle Quote</b>	<b>\$</b>	<b>-</b>



**CLACKAMAS COUNTY FLEET SERVICES  
VEHICLE QUOTE FORM**

QTY	CODE	DESCRIPTION	COST
1	W1Y	New, Unused Ford Transit 350 High Roof 130 WB	\$25,051.00
	99M	3.7L V6	INC
	446	6-Speed Automatic Transmission 62 TE	INC
	YZ	Bright White Clear Coat	As Specified
	585	Bluetooth Radio	\$124.00
	43B	Back up Warning alarm/camera	\$115.00
	67C	High Capacity upfitter switches (4) Req. 63C and 63E	\$79.00
	63C	Heavy Duty Alternators	\$240.00
	63E	Dual Batteries	\$272.00
	53B	Heavy Duty Tow Package	\$447.00
	86F	2 Additional Key Fobs	\$69.00
		Privilege Tax .5%	\$131.99
		<del>E-Plates if you want us to provide them for you</del>	<del>\$147.00</del>
		<b>TOTAL with E-Plates</b>	<b>\$26,675.99</b>

26528.99

**Amy Aguilar**

**P: 503-650-3243 F: 503-650-3024**

[amyaguilar@clackamas.us](mailto:amyaguilar@clackamas.us)

*DIANE POHL - FLEET MANAGER*

*[Signature]* 6-22-18

*"Satisfaction is our main concern"*





Landmark Ford Lincoln  
12000 S W 66th Ave, Tigard, Oregon, 972238599  
Office: 503-639-1131

## Customer Proposal

---

**Prepared for:**

Price Agreement 5550  
Government Pricing  
Price Agreement 5550

**Prepared by:**

Diane Pohl  
Office: 503-639-1131  
Email: dpohl@landmarkford.com

**Date:** 06/22/2018

**Vehicle:** 2019 Transit-350 Base  
Low Roof Cargo Van 129.9" WB





## Selected Options

Code	Description	MSRP
<b>Base Vehicle</b>		
W1Y	Base Vehicle Price (W1Y)	\$36,290.00
<b>Packages</b>		
101A	Order Code 101A  <i>Includes:</i> - Engine: 3.7L Ti-VCT V6 Includes SEIC capability. - 3.73 Axle Ratio - Transmission: 6-Speed Automatic w/OD & SelectShift Includes auxiliary transmission oil cooler. - GVWR: 9,500 lbs - Tires: 235/65R16C AS BSW - Wheels: 16" Steel w/Black Center Hubcap - Pewter Vinyl Dual Bucket Seats (6). Includes 2-way manual driver seat, 2-way manual passenger seat and driver armrest. - Vinyl Front Bucket Seats	N/C
<b>Powertrain</b>		
99M	Engine: 3.7L Ti-VCT V6  <i>Includes SEIC capability.</i> <i>Includes:</i> - 3.73 Axle Ratio	Included
446	Transmission: 6-Speed Automatic w/OD & SelectShift  <i>Includes auxiliary transmission oil cooler.</i>	Included
X73	3.73 Axle Ratio	Included
STDGV	GVWR: 9,500 lbs	Included
<b>Wheels &amp; Tires</b>		
STDTR	Tires: 235/65R16C AS BSW	Included
STDWL	Wheels: 16" Steel w/Black Center Hubcap	Included
<b>Seats &amp; Seat Trim</b>		
21G	Pewter Vinyl Dual Bucket Seats  <i>(6). Includes 2-way manual driver seat, 2-way manual passenger seat and driver armrest.</i>	Included
V	Vinyl Front Bucket Seats	Included
<b>Other Options</b>		
PAINT	Monotone Paint Application	STD
130WB	130" Wheelbase	STD
63C	Heavy-Duty Alternator  <i>250 amp.</i>	\$260.00

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## Selected Options (cont'd)

Code	Description	MSRP
63E	Dual Heavy-Duty Batteries <i>70 amp-hr each. Includes absorbed glass mat.</i>	\$295.00
53K	Modified Vehicle Wiring System <i>Includes modified vehicle connections for customized wiring harness provisions.</i>	Included
67C	High Capacity Upfitter Switches	\$85.00
59B	Tow/Haul Mode w/Trailering Wiring Provisions <i>Includes trailer wiring harness to rear of vehicle for upfit, Trailer Stability Control (TSC), 4/7 pin connector assembly and rear jumper. Note: This package does not include a Trailer Brake Controller (67D). Additionally, if customer wants a trailer brake controller after initial purchase, it will have to be an aftermarket trailer brake controller and aftermarket wiring harness.</i>	Included
86F	2 Additional Keys (4 Total) <i>Includes key fobs.</i>	\$75.00
87E	Auxiliary Fuse Panel <i>Includes high spec interface connector. Includes: - Modified Vehicle Wiring System Includes modified vehicle connections for customized wiring harness provisions.</i>	N/C
585	Radio: AM/FM Stereo w/Bluetooth <i>(29). Includes audio input jack, microphone and USB port. Includes: - 4 Front Speakers No rear speakers. - Vinyl Sun Visors Includes illuminated vanity mirrors.</i>	\$135.00
53B	Heavy-Duty Trailer Tow Package <i>Deletes rear recovery eye. Includes 4-pin/7-pin connector and relay system for backup/B+/running lights. Note: This package does not include a Trailer Brake Controller (67D). Additionally, if customer wants a trailer brake controller after initial purchase, it will have to be an aftermarket trailer brake controller and aftermarket wiring harness. Includes: - Tow/Haul Mode w/Trailering Wiring Provisions Includes trailer wiring harness to rear of vehicle for upfit, Trailer Stability Control (TSC), 4/7 pin connector assembly and rear jumper. Note: This package does not include a Trailer Brake Controller (67D). Additionally, if customer wants a trailer brake controller after initial purchase, it will have to be an aftermarket trailer brake controller and aftermarket wiring harness. - Frame Mounted Hitch Receiver</i>	\$485.00
43B	Back Up Alarm	\$125.00
<b>Interior Colors</b>		
VK_01	Pewter	N/C
<b>Primary Colors</b>		
YZ_01	Oxford White	N/C
<b>SUBTOTAL</b>		<b>\$37,750.00</b>
<b>Destination Charge</b>		<b>\$1,395.00</b>

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Landmark Ford Lincoln  
12000 S W 66th Ave, Tigard, Oregon, 972238599  
Office: 503-639-1131

**2019 Transit-350, Low Roof Cargo Van**  
Low Roof Cargo Van 129.9" WB Base(W1Y)  
Price Level: 915

## Selected Options (cont'd)

<b>Code</b>	<b>Description</b>	<b>MSRP</b>
TOTAL		\$39,145.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Price Agreement 5550 Government Pricing  
By: Diane Pohl Date: 06/22/2018



## Pricing - Single Vehicle

**MSRP**

### Vehicle Pricing

Base Vehicle Price	\$36,290.00
Options & Colors	\$1,460.00
Upfitting	\$0.00
Destination Charge	\$1,395.00

### Subtotal

\$39,145.00

### Pre-Tax Adjustments

Code	Description	
GPC	Government Price Discount	-\$12,748.00

### Subtotal

\$26,397.00

### Sales Taxes

Code	Description	
PT	New Oregon Privilege Tax	\$131.99

### Subtotal

\$26,528.99

### Post-Tax Adjustments

Code	Description	
E-Plates 2	E-Plates	\$147.00

*We are a licensing dealer. If you would like Oregon Exempt License Plates at the time of delivery add \$147.00 Oregon DMV fees will be going up as of January 1st 2018 from \$129.50 to \$147.00.*

### Total

\$26,675.99

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Price Agreement 5550 Government Pricing  
 By: Diane Pohl Date: 06/22/2018



Landmark Ford Lincoln  
 12000 S W 66th Ave, Tigard, Oregon, 972238599  
 Office: 503-639-1131

**2019 Transit-350, Low Roof Cargo Van**  
 Low Roof Cargo Van 129.9" WB Base(W1Y)  
 Price Level: 915

**Major Equipment**

(Based on selected options, shown at right)

- |   |  |
|---|--|
| 3.7L V-6 DOHC w/SMPI 275hp  | Exterior:Oxford White                                  |
| 6 speed automatic w/OD  | Interior:Pewter  |
| * 4-wheel ABS   | * Brake assistance                                     |
| * Traction control  | * LT 235/65R16 C BSW AS S-rated tires                  |
| * Battery with run down protection  | * Advance Trac w/Roll Stability Control                |
| * Air conditioning  | * Tinted glass   |
| * AM/FM stereo with seek-scan, auxiliary audio input, external memory control | * Dual power remote mirrors                            |
| * Variable intermittent wipers  | * 16 x 7 steel wheels                                  |
| * Dual front airbags w/passenger cancel                                       | * Driver and front passenger seat mounted side airbags |
| * Airbag occupancy sensor   | * Tachometer   |
| * Reclining front bucket seats  | * Steering-wheel mounted audio controls                |
| * Class III hitch   | * Front axle capacity: 4130 lbs.                       |
| * Rear axle capacity: 5750 lbs.   | * Front spring rating: 4130 lbs.                       |
| * Rear spring rating: 5750 lbs.   |  |

**Fuel Economy**

**City**  
N/A



**Hwy**  
N/A

**Selected Options**

MSRP

STANDARD VEHICLE PRICE	\$36,290.00
Order Code 101A	N/C
Engine: 3.7L Ti-VCT V6	Included
Transmission: 6-Speed Automatic w/OD & SelectShift	Included
3.73 Axle Ratio	Included
GVWR: 9,500 lbs	Included
Tires: 235/65R16C AS BSW	Included
Wheels: 16" Steel w/Black Center Hubcap	Included
Pewter Vinyl Dual Bucket Seats	Included
Vinyl Front Bucket Seats	Included
Monotone Paint Application	STD
130" Wheelbase	STD
4 Front Speakers	Included
Oxford White	N/C
Pewter	N/C
Back Up Alarm	\$125.00
Heavy-Duty Trailer Tow Package	\$485.00
Tow/Haul Mode w/Trailer Wiring Provisions	Included
Frame Mounted Hitch Receiver	Included
Modified Vehicle Wiring System	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Price Agreement 5550 Government Pricing  
 By: Diane Pohl Date: 06/22/2018



Landmark Ford Lincoln  
12000 S W 66th Ave, Tigard, Oregon, 972238599  
Office: 503-639-1131

**2019 Transit-350, Low Roof Cargo Van**  
Low Roof Cargo Van 129.9" WB Base(W1Y)  
Price Level: 915

---

Heavy-Duty Alternator	\$260.00
Dual Heavy-Duty Batteries	\$295.00
Radio: AM/FM Stereo w/Bluetooth	\$135.00
Vinyl Sun Visors	Included
High Capacity Upfitter Switches	\$85.00
Auxiliary Fuse Panel	N/C
2 Additional Keys (4 Total)	\$75.00
<hr/>	
SUBTOTAL	\$37,750.00
Destination Charge	\$1,395.00
<hr/>	
<b>TOTAL</b>	<b>\$39,145.00</b>

---

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Prepared for: Price Agreement 5550 Government Pricing  
By: Diane Pohl Date: 06/22/2018

DRAFT

Approval of Previous Business Meeting Minutes:

June 7, 2018



# BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING MINUTES

A complete video copy and packet including staff reports of this meeting can be viewed at

<https://www.clackamas.us/meetings/bcc/business>

**Thursday, June 7, 2018 – 10:00 AM**

**Public Services Building**

**2051 Kaen Rd., Oregon City, OR 97045**

**PRESENT: Commissioner Jim Bernard, Chair  
Commissioner Sonya Fischer  
Commissioner Ken Humberston  
Commissioner Paul Savas  
Commissioner Martha Schrader**

## **CALL TO ORDER**

- Roll Call
- Pledge of Allegiance

## **I. PRESENTATION** (Following are items of interest to the citizens of the County)

1. Presentation Acknowledging the Housing Authority of Clackamas County 80<sup>th</sup> Birthday  
Chuck Robbins, Community Development presented the staff report and introduced a video highlighting the past 80 years of the Clackamas County Housing Authority. Chuck read the resolution from the year 1938, which establishes the Housing Authority.

*~Board Discussion~*

## **II. CITIZEN COMMUNICATION**

<https://www.clackamas.us/meetings/bcc/business>

1. Les Poole, Gladstone – spoke about tolling, value pricing, encourages folks to visit Facebook page, Vehicle Transportation Alliance.

*~Board Discussion~*

## **III. PUBLIC HEARING**

**Chair Bernard announced the Board will recess as the Board of County Commissioners and convened as Service District No. 1 for the next item.**

### **Clackamas County Service District No. 1**

1. **Resolution No. 2018-49** for a Clackamas County Service District No. 1 Supplemental Budget Greater than 10% for Fiscal Year 2017-2018

Doug Waugh, Water Environment Services presented the staff report.

*~Board Discussion~*

Chair Bernard opened the public hearing and asked if anyone would like to speak, seeing none he closed the public hearing and asked for a motion.

#### **MOTION:**

Commissioner Humberston: I move we approve the Resolution for a Clackamas County Service District No. 1 Supplemental Budget Greater than 10% for Fiscal Year 2017-2018.

Commissioner Schrader: Second.

all those in favor/opposed:

Commissioner Fischer: Aye.

Commissioner Humberston: Aye.

Commissioner Savas: Aye.

Commissioner Schrader: Aye.

Chair Bernard: Aye – the Ayes have it, the motion carries 5-0.

**Chair Bernard announced the Board will adjourn as Service District No. 1 and reconvened as the Board of County Commissioners for the remainder of the meetings.**

#### **IV. CONSENT AGENDA**

Chair Bernard asked the Clerk to read the consent agenda by title.

*~Board Discussion~*

Chair Bernard asked for a motion.

#### **MOTION:**

Commissioner Fischer: I move we approve the consent agenda.

Commissioner Humberston: Second.

all those in favor/opposed:

Commissioner Humberston: Aye.

Commissioner Fischer: Aye.

Commissioner Savas: Aye.

Commissioner Schrader: Aye.

Chair Bernard: Aye – the Ayes have it, the motion carries 5-0.

#### **A. Health, Housing & Human Services**

1. Approval of Professional Services Agreement No. 8345, Amendment No. 21 with Mt. Hood Home Care Services, LLC to Provide Oregon Project Independence In-Home Care for Clackamas County Residents – *Social Services*
2. Approval of an Intergovernmental Sub-recipient Agreement, Amendment No. 3 with Hoodland Senior Center to Provide Social Services for Clackamas County Residents age 60 and over – *Social Services*
3. Approval of an Intergovernmental Sub-recipient Agreement, Amendment No. 3 with North Clackamas Parks & Recreation District/Milwaukie Center to Provide Social Services for Clackamas County Residents age 60 and over – *Social Services*
4. Approval of Amendment No. 1 to the Workplan Intergovernmental Agreement with the State of Oregon, Housing and Community Services Department to Administer Emergency Housing Assistance Expansion Funds – *Social Services*
5. Approval of a Professional, Technical, and Personal Services Contract with Cascadia Behavioral Healthcare, Inc., to Provide Flexible Funding Services – *Behavioral Health*
6. Approval of US Department of Housing and Urban Development (HUD) Continuum of Care Planning Grant Agreement for Planning Activities – *Housing & Community Development*
7. Authorization to Sign Grant Award Documents with the US Department of Housing & Urban Development for Continuum of Care Program Funds – *Housing & Community Development*
8. Approval of a Construction Contract between Clackamas County and PCR Inc. for the Jennings Lodge Pedestrian Improvements Project – *Housing & Community Development*
9. Approval of a Grant Agreement with Public Health Accreditation Board for the Public Health National Center for Innovations Innovation Diffusion Program – *Public Health*
10. Approval of an Intergovernmental Agreement with Multnomah County for the Community Paramedic Opioid Overdose Response – *Public Health*
11. Approval of Amendment No. 11 for the Intergovernmental Agreement with the State of Oregon, acting by and through its Oregon Health Authority, for Operation as the Local Public Health Authority for Clackamas County – *Public Health*

**B. Department of Transportation & Development**

1. **Resolution No. 2018-50** Supporting the Transportation and Growth Management Grant for a Clackamas County Transit Development Plan
2. Approval of a Contract with Eagle-Elsner, Inc. for the Canby Paving Package - *Procurement*
3. Approval of a Contract with Capitol Asset & Pavement Services for Pavement Ratings - *Procurement*

**C. Elected Officials**

1. Approval of Previous Business Meeting Minutes – *BCC*

**D. Technology Services**

1. Approval for a Service Level Agreement between Clackamas Broadband eXchange and Sunbreak Electronics, LLC

**E. County Counsel**

1. Designation of Newspaper for 2018 Property Tax Foreclosure Publication

**F. Juvenile Department**

1. Approval of an Intergovernmental Agreement with the City of Gladstone for Youth Work Crews for the Project Payback Program
2. Approval of an Intergovernmental Agreement with Multiple Cities (Canby, Estacada, Happy Valley, Lake Oswego, Molalla, Oregon City, West Linn) for Diversion Panel Services for At Risk Youth
3. Approval of Amendment No. 8 to Intergovernmental Agreement No. 0607133 with Multnomah County for Secure Custody Detention Beds for Juvenile Offenders

**G. Human Resources**

1. Approval of a Labor Contract between Clackamas County and the Clackamas County Peace Officers' Association (POA)

**V. DEVELOPMENT AGENCY**

1. Approval of a Second Amendment to the Disposition Agreement with Clackamas Corporate Park, LLC

**VI. COUNTY ADMINISTRATOR UPDATE**

<https://www.clackamas.us/meetings/bcc/business>

**VII. COMMISSIONERS COMMUNICATION**

<https://www.clackamas.us/meetings/bcc/business>

**MEETING ADJOURNED – 11:05 AM**



NANCY S. BUSH  
DIRECTOR

DEPARTMENT OF DISASTER MANAGEMENT  
COMMUNICATIONS AND EMERGENCY OPERATIONS CENTER  
2200 KAEN ROAD OREGON CITY, OR 97045

July 26, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of FY2017 Emergency Management Performance Grant (Revised) Amendment #1  
between Clackamas County and the State of Oregon

<b>Purpose/Outcomes</b>	The Emergency Management Performance Grant (EMPG) agreement #17-503 will reimburse Clackamas County Disaster Management (CCDM) for up to 50% of pre-identified program costs. Amendment #1 to EMPG agreement #17-503 totals \$649,580. It increases the existing federal award match from \$162,395 to \$324,790 and the local match requirement from \$162,395 to \$324,790. Clackamas County Disaster Management can meet the required match within the current budget. This amendment was previously approved by the Board; however the U.S. Department of Justice has required that Oregon Emergency Management use a new format and have jurisdictions re-sign the agreement.
<b>Dollar Amount and Fiscal Impact</b>	The grant agreement total value is \$649,580. The grant is a 50% federal share grant that will reimburse CCDM for up to fifty percent of salaries of six employees. The federal share is \$324,790.
<b>Funding Source</b>	FY 2017 Emergency Management Performance Grant via the State of Oregon Military Department, Office of Emergency Management
<b>Duration</b>	Effective July 1, 2017 and terminates on June 30, 2018
<b>Previous Board Action</b>	The Board approved the application for this grant on June 15, 2017. Amendment #1 was originally signed on March 22, 2018, agenda item E.1.
<b>Strategic Plan Alignment</b>	1. Coordination and Integration of Planning and Preparedness 2. Ensure Safe, Healthy and Secure Communities
<b>Contact Person</b>	Nancy Bush, Director – Disaster Management Department, 503-655-8665
<b>Contract No.</b>	Grant number 17-503 Amendment #1

**BACKGROUND:**

County emergency management programs are required by Oregon Revised Statutes 401. The EMPG is a recurring federal grant program providing limited reimbursement of a portion of the costs incurred in operating local emergency management programs. The funds provided are for the development of an all-hazard emergency management capability to promote preparedness, mitigation, response and recovery.

County Counsel has approved the agreement as to form.

**RECOMMENDATION:**

Staff respectfully recommends Board approval of the EMPG grant agreement #17-503 Amendment #1 authorizing the director, Nancy Bush, to sign the agreement.

Respectfully submitted,

Nancy Bush, Director

**OREGON MILITARY DEPARTMENT  
OFFICE OF EMERGENCY MANAGEMENT  
EMERGENCY MANAGEMENT PERFORMANCE GRANT  
CFDA # 97.042**

***AMENDMENT #1***

**This is Amendment #1 (the “Amendment”) to Grant Agreement #17-503 (the “Agreement”) effective January 16, 2018 between the State of Oregon, acting by and through the Oregon Military Department, Office of Emergency Management (“OEM”), and Clackamas County (“Subrecipient”).**

**Whereas, OEM intends to provide additional funds to Subrecipient in consideration of increased match funds provided by Subrecipient and the performance of additional activities described in the Work Plan by Subrecipient, now therefore the Parties agree that, in exchange for the mutual covenants and assurances contained herein and other valuable consideration the sufficiency of which is acknowledged and agreed by the Parties,:**

**THE AGREEMENT IS AMENDED AS FOLLOWS (new language is indicated by bold and underline and deleted language is italicized and bracketed):**

1. Section 3 of the Agreement captioned “Grant Funds; Matching Funds” is amended to read as follows:

In accordance with the terms and conditions of this Agreement, OEM shall provide Subrecipient an amount not to exceed *[\$162,395]* **\$324,790** in Grant Funds for eligible costs described in Section 6 hereof. Grant Funds for this Program will be from the Fiscal Year 2017 Emergency Management Performance Grant (EMPG) Program. Subrecipient shall provide matching funds for all Project Costs as described in Exhibit A.

2. Exhibit A: The Section II of the Budget is hereby amended as follows:

**II. Budget**

**There is a 50% cash match required on this grant.**

Grant Funds:	<i>[\$162,395]</i>	<b><u>\$ 324,790</u></b>
Match Funds:	<i>[\$162,395]</i>	<b><u>\$ 324,790</u></b>
<b>Total Budget:</b>	<i>[\$324,790]</i>	<b><u>\$ 649,580</u></b>

Personnel Services	[\$324,790]	<b>\$ 649,580</b>
General Office Supplies	[\$]	\$ -
Other Supplies	[\$]	\$ -
Rent	[\$]	\$ -
Phone	[\$]	\$ -
Other Utilities	[\$]	\$ -
Contractual/Professional Services - Specify	[\$]	\$ -
Maintenance Costs - Specify	[\$]	\$ -
Travel/Vehicle Expenses/Mileage	[\$]	\$ -
Training/Workshops/Conferences	[\$]	\$ -
Cost Allocations/De Minimis	[\$]	\$ -
Other - Specify	[\$]	\$ -
<b>Total (Grant plus Match)</b>	<b>[\$324,790]</b>	<b>\$ 649,580</b>

3. Exhibit D, lines (vi) through (viii) of the Agreement are amended as follows:

(vi) Amount of Federal Funds Obligated by this Agreement: [\$162,395] **\$324,790**

(vii) Total Amount of Federal Funds Obligated to the Subrecipient by the pass-through entity including this Agreement: \*[\$492,663.29] **\$655,058.21**

(viii) Total Amount of Federal Award committed to the subrecipient by the pass-through entity: [\$162,395] **\$324,790**

This amendment may be executed by the parties in counterparts.

Except as expressly amended above, all terms and conditions of the original Agreement are still in full force and effect. Subrecipient certifies that the representations, warranties and certifications contained in the original Contract are true and correct as of the date of its signature below and with the same effect as though made at the time of this amendment. This amendment is effective on the date it is fully executed and approved as required by applicable law

Approved by:

---

Clint Fella, Mitigation and Recovery Services Section Manager, OEM

Date

---

Signature of Authorized Subrecipient Official

Date

**OREGON MILITARY DEPARTMENT  
OFFICE OF EMERGENCY MANAGEMENT  
EMERGENCY MANAGEMENT PERFORMANCE GRANT  
CFDA # 97.042**

***AMENDMENT #1***

**This is Amendment #1 to Grant Agreement #17-503 effective January 16, 2018 between the State of Oregon, acting by and through the Oregon Military Department, Office of Emergency Management (OEM), and Clackamas County.**

**THE AGREEMENT IS AMENDED AS FOLLOWS (new language is indicated by bold and underline and deleted language is italicized and bracketed):**

Exhibit A: The Budget is hereby amended as follows:

**II. Budget**

There is a 50% cash match requirement on this grant.

Grant Funds:	<i>[\$162,395]</i>	<u>\$ 324,790</u>
Match Funds:	<i>[\$162,395]</i>	<u>\$ 324,790</u>
<b>Total Budget:</b>	<i>[\$324,790]</i>	<u>\$ 649,580</u>
Personnel Services	<i>[\$324,790]</i>	<u>\$ 649,580</u>
General Office Supplies	<i>[\$]</i>	\$ -
Other Supplies	<i>[\$]</i>	\$ -
Rent	<i>[\$]</i>	\$ -
Phone	<i>[\$]</i>	\$ -
Other Utilities	<i>[\$]</i>	\$ -
Contractual/Professional Services - Specify	<i>[\$]</i>	\$ -
Maintenance Costs - Specify	<i>[\$]</i>	\$ -
Travel/Vehicle Expenses/Mileage	<i>[\$]</i>	\$ -
Training/Workshops/Conferences	<i>[\$]</i>	\$ -
Cost Allocations/De Minimis	<i>[\$]</i>	\$ -
Other - Specify	<i>[\$]</i>	\$ -
<b>Total (Grant plus Match)</b>	<i>[\$324,790]</i>	<u>\$ 649,580</u>

This amendment may be executed by the parties in counterparts.

Except as expressly amended above, all terms and conditions of the original Agreement are still in full force and effect.

Signature Page Follows  
Page 1 of 2

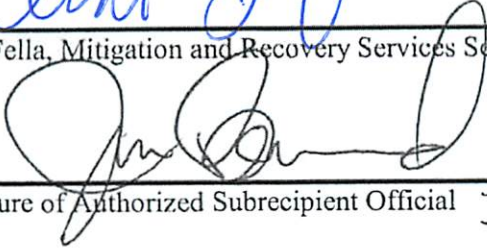
Approved by:



3/30/18

Clint Fella, Mitigation and Recovery Services Section Manager, OEM

Date



3-22-18

Signature of Authorized Subrecipient Official

JIM BERNARD, Chair

Date

E.I.

RECEIVED  
MAY 2 2018  
Office of the State Auditor



RECEIVED

MAR 29 2018

KY

Oregon Emergency Management

**Archived:** Tuesday, July 17, 2018 7:57:48 AM

**From:** [Craigmiles, Kelly Jo](#)

**Sent:** Tue, 26 Jun 2018 17:03:34

**To:** Bush, Nancy; Eckman, Sarah

**Subject:** FY17 EMPG Grant 17-503

**Importance:** High

**Attachments:**

[17-503-1 Clackamas Signed Amendment 3-30-18.pdf](#)  [17-503-1 Clackamas new Format 6-25-18.pdf](#) 

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**Please acknowledge receipt of this email and grant amendment.**

Attached please find a pdf of a grant amendment previously signed between OEM and your jurisdiction. As noted in a previous email, the Department of Justice is requiring us to reissue the amendment utilizing an updated format. I've included a copy of the previously signed amendment for your comparison.

OEM can accept pdf signatures. Please sign the amendment and return to my attention as soon as possible. If your jurisdiction requires original signature documents, please print out 2 copies of the amendment, have them signed, and returned to me at the address below.

Please contact me should you have any questions.

Thanks! KJ

Kelly Jo Craigmiles, CEM, ORCEMS  
Ops & Emergency Program Coordinator  
EMAC Coordinator  
Ops & Preparedness Section  
Oregon Office of Emergency Management  
PO Box 14370  
Salem, OR 97309-5062  
503-378-2865  
Fax: 503-373-7833  
[Kelly.jo.craigmiles@state.or.us](mailto:Kelly.jo.craigmiles@state.or.us)  
Office Hours: 7:30-4:00

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NANCY S. BUSH  
DIRECTOR

DEPARTMENT OF DISASTER MANAGEMENT  
COMMUNICATIONS AND EMERGENCY OPERATIONS CENTER  
2200 KAEN ROAD OREGON CITY, OR 97045

July 26, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of FY2017 Emergency Management Performance Grant Amendment #2  
between Clackamas County and the State of Oregon

<b>Purpose/Outcomes</b>	The Emergency Management Performance Grant (EMPG) agreement #17-503 will reimburse Clackamas County Disaster Management (CCDM) for up to 50% of pre-identified program costs. Amendment #2 to EMPG agreement #17-503 totals \$721,580. It increases the existing federal award match from \$324,790 to \$360,790 and the local match requirement from \$324,790 to \$360,790. The amendment extends the end date of the grant from June 30, 2018 to August 31, 2018. Clackamas County Disaster Management can meet the required match within the current budget.
<b>Dollar Amount and Fiscal Impact</b>	The grant agreement total value is \$721,580. The grant is a 50% federal share grant that will reimburse CCDM for up to fifty percent of salaries of six employees. The federal share is \$360,790.
<b>Funding Source</b>	FY 2017 Emergency Management Performance Grant via the State of Oregon Military Department, Office of Emergency Management
<b>Duration</b>	Effective July 1, 2017 and terminates on August 31, 2018
<b>Previous Board Action</b>	The Board approved the application for this grant on June 15, 2017. Amendment #1 was originally signed on March 22, 2018, agenda item E.1.
<b>Strategic Plan Alignment</b>	1. Coordination and Integration of Planning and Preparedness 2. Ensure Safe, Healthy and Secure Communities
<b>Contact Person</b>	Nancy Bush, Director – Disaster Management Department, 503-655-8665
<b>Contract No.</b>	Grant number 17-503 Amendment #2

**BACKGROUND:**

County emergency management programs are required by Oregon Revised Statutes 401. The EMPG is a recurring federal grant program providing limited reimbursement of a portion of the costs incurred in operating local emergency management programs. The funds provided are for the development of an all-hazard emergency management capability to promote preparedness, mitigation, response and recovery.

County Counsel has approved the agreement as to form.

**RECOMMENDATION:**

Staff respectfully recommends Board approval of the EMPG grant agreement #17-503 Amendment #2 authorizing the director, Nancy Bush, to sign the agreement.

Respectfully submitted,

Nancy Bush, Director

**OREGON MILITARY DEPARTMENT  
OFFICE OF EMERGENCY MANAGEMENT  
EMERGENCY MANAGEMENT PERFORMANCE GRANT  
CFDA # 97.042**

***AMENDMENT #2***

**This is Amendment #2 (the “Amendment”) to Grant Agreement #17-503 (the “Agreement”) effective January 16, 2018 between the State of Oregon, acting by and through the Oregon Military Department, Office of Emergency Management (“OEM”), and Clackamas County (“Subrecipient”).**

**Whereas, OEM intends to provide additional funds to Subrecipient in consideration of increased match funds provided by Subrecipient and the performance of additional activities described in the Work Plan by Subrecipient, now therefore the Parties agree that, in exchange for the mutual covenants and assurances contained herein and other valuable consideration the sufficiency of which is acknowledged and agreed by the Parties,:**

**THE AGREEMENT IS AMENDED AS FOLLOWS (new language is indicated by bold and underline and deleted language is italicized and bracketed):** The grant performance period is July 1, 2017 through *[June 30, 2018]* **August 31, 2018.**

**1.** Section 3 of the Agreement captioned “Grant Funds; Matching Funds” is amended to read as follows:

In accordance with the terms and conditions of this Agreement, OEM shall provide Subrecipient an amount not to exceed *[\$324,790]* **\$360,790** in Grant Funds for eligible costs described in Section 6 hereof. Grant Funds for this Program will be from the Fiscal Year 2017 Emergency Management Performance Grant (EMPG) Program. Subrecipient shall provide matching funds for all Project Costs as described in Exhibit A.

**2.** Exhibit A: The Section II of the Budget is hereby amended as follows:

**II. Budget**

**There is a 50% cash match required on this grant.**

Grant Funds:	<i>[\$324,790]</i>	<b><u>\$ 360,790</u></b>
Match Funds:	<i>[\$324,790]</i>	<b><u>\$ 360,790</u></b>
<b>Total Budget:</b>	<i>[\$649,580]</i>	<b><u>\$ 721,580</u></b>

Signature Page Follows

Personnel Services	[\$649,5800]	<b>\$ 721,580</b>
General Office Supplies	[\$]	\$ -
Other Supplies	[\$]	\$ -
Rent	[\$]	\$ -
Phone	[\$]	\$ -
Other Utilities	[\$]	\$ -
Contractual/Professional Services - Specify	[\$]	\$ -
Maintenance Costs - Specify	[\$]	\$ -
Travel/Vehicle Expenses/Mileage	[\$]	\$ -
Training/Workshops/Conferences	[\$]	\$ -
Cost Allocations/De Minimis	[\$]	\$ -
Other - Specify	[\$]	\$ -
<b>Total (Grant plus Match)</b>	<b>[\$649,580]</b>	<b>\$ <u>721,580</u></b>

3. Exhibit D, lines (vi) through (viii) of the Agreement are amended as follows:

(vi) Amount of Federal Funds Obligated by this Agreement: [\$649,580] **\$721,580**

(vii) Total Amount of Federal Funds Obligated to the Subrecipient by the pass-through entity including this Agreement: \*[\$655,058.29] **\$691,058.29**

(viii) Total Amount of Federal Award committed to the subrecipient by the pass-through entity: [\$649,580] **\$721,580**

This amendment may be executed by the parties in counterparts.

Except as expressly amended above, all terms and conditions of the original Agreement are still in full force and effect. Subrecipient certifies that the representations, warranties and certifications contained in the original Contract are true and correct as of the date of its signature below and with the same effect as though made at the time of this amendment. This amendment is effective on the date it is fully executed and approved as required by applicable law

Approved by:

---

Clint Fella, Mitigation and Recovery Services Section Manager, OEM

Date

---

Signature of Authorized Subrecipient Official

Date



JUVENILE DEPARTMENT  
JUVENILE INTAKE AND ASSESSMENT CENTER  
2121 KAEN ROAD | OREGON CITY, OR 97045

Board of County Commissioners  
Clackamas County

Members of the Board:

**Approval of Personal Services Contract Amendment #9 with Parrott Creek  
Child and Family Services to  
Provide Shelter Services for Youth**

<b>Purpose/ Outcomes</b>	Amend the Contract to extend time for the purchase of juvenile shelter bed purchases from Parrott Creek Child and Family Services, while the department finishes the formal RFP solicitation for new contracts.
<b>Dollar Amount and Fiscal Impact</b>	This extension is \$170,570.73. The maximum contract value is \$1,803,022.75.
<b>Funding Source</b>	These beds are funded with General Fund, and Federal Medicaid monies.
<b>Duration</b>	Effective July 1, 2018 and terminates on December 31, 2018.
<b>Previous Board Action</b>	Contract Approval 7/20/2017, Agenda Item IV G3.
<b>Strategic Plan Alignment</b>	Ensure safe, healthy, and secure communities. Shelter care is an integral part of the Juvenile Department's continuum of service model. This resource allows youth to be placed outside their home when behavior is creating a public safety concern or when there are family issues that create a need for temporary out-of-home placement.
<b>Contact Person</b>	Christina L. McMahan, Director – Juvenile Department – 503-655-3171.

**BACKGROUND:**

Attached is a contract amendment and renewal for professional shelter services between Clackamas County Juvenile Department and Parrott Creek Child and Family Services (“PCCFS”). The Juvenile Department must have short term and immediate shelter care resources for those youth not able to be returned to their families and/or need a non-detention placement due to individual issues, needs, or concerns. Youth placed into shelter care will receive, in addition to the shelter home, case management and assessment services.

This is a one-time only 6 month contract extension with PCCFS for \$170,570.73 to provide shelter care beds and assessment services from July 1, 2018 through December 31, 2018, while a Request for Proposal (RFP) process is completed.

This contract extension request is one of three contracts that provided the shelter care beds and assessment services. The other contracts are with Boys and Girls Aid Society of Oregon and Christian Community Placement Center.

County Counsel has reviewed this contract.

**RECOMMENDATION:**

Staff recommends the Board of County Commissioners approve the attached amendment with Parrott Creek Child and Family Services to provide shelter services to youth involved with the Clackamas County Juvenile Department.

Respectfully submitted,



Christina L. McMahan, Director  
Juvenile Department

Placed on the Agenda of July 26, 2018 by the Procurement Division







JUVENILE DEPARTMENT  
JUVENILE INTAKE AND ASSESSMENT CENTER  
2121 KAEN ROAD | OREGON CITY, OR 97045

Board of County Commissioners  
Clackamas County

Members of the Board:

**Approval of Personal Services Contract Amendment #9 with Christian  
Community Placement Center to  
Provide Shelter Services for Youth**

<b>Purpose/ Outcomes</b>	Amend the Contract to extend time for the purchase of juvenile shelter bed purchases from Christian Community Placement Center, while the department finishes the formal RFP solicitation for new contracts.
<b>Dollar Amount and Fiscal Impact</b>	This extension is \$37,904.55. The maximum contract value is \$977,502.17.
<b>Funding Source</b>	These beds are funded with General Fund, and Federal Medicaid monies.
<b>Duration</b>	Effective July 1, 2018 and terminates on December 31, 2018.
<b>Previous Board Action</b>	Contract Approval 7/20/2017, Agenda Item IV G2.
<b>Strategic Plan Alignment</b>	Ensure safe, healthy, and secure communities. Shelter care is an integral part of the Juvenile Department's continuum of service model. This resource allows youth to be placed outside their home when behavior is creating a public safety concern or when there are family issues that create a need for temporary out-of-home placement.
<b>Contact Person</b>	Christina L. McMahan, Director – Juvenile Department – 503-655-3171.

**BACKGROUND:**

Attached is a contract amendment and renewal for professional shelter services between Clackamas County Juvenile Department and Christian Community Placement Center (“CCPC”). The Juvenile Department must have short term and immediate shelter care resources for those youth not able to be returned to their families and/or need a non-detention placement due to individual issues, needs, or concerns. Youth placed into shelter care will receive, in addition to the shelter home, case management and assessment services.

This is a one-time only 6 month contract extension with CCPC for \$37,904.55 to provide shelter care beds and assessment services from July 1, 2018 through December 31, 2018, while a Request for Proposal (RFP) process is completed.

This contract extension request is one of three contracts that provided the shelter care beds and assessment services. The other contracts are with Boys and Girls Aid Society of Oregon and Parrott Creek Child and Family Services.

County Counsel has reviewed this contract.

**RECOMMENDATION:**

Staff recommends the Board of County Commissioners approve the attached amendment and renewal with Christian Community Placement Center to provide shelter services to youth involved with the Clackamas County Juvenile Department.

Respectfully submitted,

Christina L. McMahan, Director  
Juvenile Department

Placed on the Agenda of July 26, 2018 by the Procurement Division

**AMENDMENT #9**

**TO THE CONTRACT DOCUMENTS WITH CHRISTIAN COMMUNITY PLACEMENT CENTER FOR SHELTER SERVICES TO YOUTH RESIDING IN CLACKAMAS COUNTY UNDER THE JURISDICTION OF CLACKAMAS COUNTY JUVENILE COURT**

This Amendment #9 is entered into between **Christian Community Placement Center** (“Contractor”) and Clackamas County (“County”) and it shall become part of the Personal Services Contract entered into between the parties on July 11, 2013 (“Contract”).

The Purpose of the Amendment #9 is to make the following changes to the Contract:

- Section I. **COMPENSATION** is hereby changed as follows:  
 The Contract termination date is hereby changed from June 30, 2018 to **December 31, 2018**. The estimated Compensation for shelter beds during this extension period is **\$37,904.55**. The total Compensation shall not exceed \$977,502.17.

ORIGINAL CONTRACT	\$ 145,734.00
Amendment #1	Add Contract Language
Amendment #2 / Renewal #1	\$ 150,102.60
Amendment #3	\$ 33,356.33 (\$100,069.00 split among 3 providers)
Amendment #4 / Renewal #2	\$ 187,959.38
Amendment #5 / Renewal #3	\$ 192,602.18
Amendment #6	\$ 8,223.45
Amendment #7 / Renewal #4	\$ 200,825.63
Amendment #8 BRS rate change	\$ 29,937.30 for fiscal year 2017/2018
<b>Amendment #9</b>	<b>\$ 37,904.55 + Time</b>
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$ 977,502.17</b>

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect.

By signature below, the parties agree to this Amendment #9, effective upon the date of the last signature below.

Christian Community Placement Center  
4890 32<sup>nd</sup> Ave. SE  
Salem, OR 97317

Clackamas County Board of County Commissioners  
by:

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

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Name / Title (Printed)

\_\_\_\_\_  
Recording Secretary

161515-81  
\_\_\_\_\_  
Oregon Business Registry #

\_\_\_\_\_  
Date

DNP – Oregon  
\_\_\_\_\_  
Entity Type / State of Formation

Approved as to Form:

\_\_\_\_\_  
County Counsel                                      Date



JUVENILE DEPARTMENT  
JUVENILE INTAKE AND ASSESSMENT CENTER  
2121 KAEN ROAD | OREGON CITY, OR 97045

Board of County Commissioners  
Clackamas County

Members of the Board:

**Approval of Personal Services Contract Amendment #9 with Boys and Girls  
Aid Society of Oregon to  
Provide Shelter Services for Youth**

<b>Purpose/ Outcomes</b>	Amend the Contract to extend time for the purchase of juvenile shelter bed purchases from Boys and Girls Aid Society of Oregon, while the department finishes the formal RFP solicitation for new contracts.
<b>Dollar Amount and Fiscal Impact</b>	This extension is \$170,570.73. The maximum contract value is \$1,110,168.35.
<b>Funding Source</b>	These beds are funded with General Fund, and Federal Medicaid monies.
<b>Duration</b>	Effective July 1, 2018 and terminates on December 31, 2018.
<b>Previous Board Action</b>	Contract Approval 7/20/2017, Agenda Item IV G1.
<b>Strategic Plan Alignment</b>	Ensure safe, healthy, and secure communities. Shelter care is an integral part of the Juvenile Department's continuum of service model. This resource allows youth to be placed outside their home when behavior is creating a public safety concern or when there are family issues that create a need for temporary out-of-home placement.
<b>Contact Person</b>	Christina L. McMahan, Director – Juvenile Department – 503-655-3171.

**BACKGROUND:**

Attached is a contract amendment and renewal for professional shelter services between Clackamas County Juvenile Department and Boys and Girls Aid Society of Oregon (“BGASO”). The Juvenile Department must have short term and immediate shelter care resources for those youth not able to be returned to their families and/or need a non-detention placement due to individual issues, needs, or concerns. Youth placed into shelter care will receive, in addition to the shelter home, case management and assessment services.

This is a one-time only 6 month contract extension with BGASO for \$170,570.73 to provide shelter care beds and assessment services from July 1, 2018 through December 31, 2018, while a Request for Proposal (RFP) process is completed.

This contract extension request is one of three contracts that provided the shelter care beds and assessment services. The other contracts are with Parrott Creek Child and Family Services and Christian Community Placement Center.

County Counsel has reviewed this contract.

**RECOMMENDATION:**

Staff recommends the Board of County Commissioners approve the attached with Boys and Girls Aid Society of Oregon to provide shelter services to youth involved with the Clackamas County Juvenile Department.

Respectfully submitted,

Christina L. McMahan, Director  
Juvenile Department

Placed on the Agenda of July 26, 2018 by the Procurement Division

**AMENDMENT #9**

**TO THE CONTRACT DOCUMENTS WITH BOYS AND GIRLS AID SOCIETY OF OREGON FOR  
SHELTER SERVICES TO YOUTH RESIDING IN CLACKAMAS COUNTY UNDER THE  
JURISDICTION OF CLACKAMAS COUNTY JUVENILE COURT**

This Amendment #9 is entered into between **Boys and Girls Aid Society of Oregon** (“Contractor”) and Clackamas County (“County”) and it shall become part of the Personal Services Contract entered into between the parties on July 11, 2013 (“Contract”).

The Purpose of the Amendment #9 is to make the following changes to the Contract:

- Section I. **COMPENSATION** is hereby changed as follows:  
The Contract termination date is hereby changed from June 30, 2018 to **December 31, 2018**. The estimated Compensation for shelter beds during this extension period is **\$170,570.73**. The total Compensation shall not exceed \$1,110,168.35.

ORIGINAL CONTRACT	\$ 145,734.00
Amendment #1	Add Contract Language
Amendment #2 / Renewal #1	\$ 150,102.60
Amendment #3	\$ 33,356.33 (\$100,069.00 split among 3 providers)
Amendment #4 / Renewal #2	\$ 187,959.38
Amendment #5 / Renewal #3	\$ 192,602.18
Amendment #6	\$ 8,223.45
Amendment #7 / Renewal #4	\$ 200,825.63
Amendment #8 BRS rate change	\$ 29,937.30 for fiscal year 2017/2018
<b>Amendment #9</b>	<b>\$ 170,570.73 + Time</b>
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$1,110,168.35</b>

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect. By signature below, the parties agree to this Amendment #9, effective upon the date of the last signature below.

Boys and Girls Aid Society of Oregon  
018 SW Boundary Ct.  
Portland OR 97239

Clackamas County Board of County Commissioners  
by:

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

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Name / Title (Printed)

\_\_\_\_\_  
Recording Secretary

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