



Contract Review Sheet

PW-3779-20 (1)

Intergovernmental Agreement #: PW-3779-20 Amendment #: 1

Contact: Kristy Witherell Department: Public Works Department

Phone #: (503) 365-3179 Date Sent: _____

Title: ODOT 34397 - Rambler Drive SE: Little Pudding River Bridge

Contractor's Name: Oregon Department of Transportation

Term - Date From: December 14, 2022 Expires: December 9, 2030

Contract Total: \$ 5,164,298.00 Amendment: \$ 164,000.00 New Total: \$ 5,328,298.00

☐ Incoming Funds ☒ Federal Funds ☐ Reinstatement ☐ Retroactive ☐ Amendment greater than 25%

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

Description of Services or Grant Award

Project to repair Little Pudding River Bridge Number 05419A, CFDA #20.205. Original Federal Funds total was \$4,508,394, with Marion County matching funds of \$655,904, for an original contract total of \$5,164,298.

This Amendment #1 updates the contract language and **adds an additional \$147,157** in federal funding (new total \$4,655,551) **and an additional \$16,843** in Marion County matching funds (new total \$672,747), for a total addition of \$164,000. The amended project cost total is \$5,328,298.00.

Desired BOC Session Date: 11/30/2022 BOC Planning Date: 11/17/2022

Files submitted in CMS: 11/9/2022 Printed packet & copies due in Finance: 11/15/2022

BOC Session Presenter(s) _____

FOR FINANCE USE

Date Finance Received: _____ Date Legal Received: _____

Comments: Y

REQUIRED APPROVALS

Finance - Contracts _____ Date _____ Grant Review _____ Contract Specialist _____

Legal Counsel _____ Date _____ Chief Administrative Officer _____ Date _____



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: November 30, 2022

Department: Public Works

Agenda Planning Date: November 17, 2022

Time required: 10 Min.

☒ Audio/Visual aids Powerpoint

Contact: Ryan Crowther

Phone: 503-365-3112

Department Head Signature:

DocuSigned by:

Brian Nicholas

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TITLE

Consider approval of Amendment #1 to the Intergovernmental Agreement with the Oregon Department of Transportation to add \$147,157 in federal funds and Marion County to provide an additional \$16,843 in matching funds, for a contract total of \$5,328,298 for the Rambler Drive: Little Pudding River Bridge repair project.

Issue, Description & Background

Project includes repair of Little Pudding River Bridge Number 05419A by replacing the rotting timber decking system and installing a new deck membrane, ACWS and deck joints; installing new three-beam bridge rails and new guardrail and guardrail transitions at the bridge approaches, also replacing pile caps and piling identified for immediate repair.

Marion County applied for and was granted federal Local Bridge Program (LBP) funds to repair the existing structure as required to extend its useful life. Repairs will be completed in compliance with current AASHTO and ODOT standards as applicable. Preliminary Engineering is underway with construction slated for 2024.

This Amendment No. 01 adds \$147,157 in federal funds to the project that were transferred from Marion County's Surface Transportation Block Grant (STBG) allocation account. With this transfer, Marion County will provide an additional \$16,843 in matching funds.

Financial Impacts:

The total estimated cost for this project is now \$5,328,298 of which \$4,655,551 will be paid for with federal funds and Marion County will pay the remaining match of \$672,747. Federal funds for the project include \$4,508,394 provided through the ODOT Local Bridge Program and \$147,157 provided through the County's STBG allocation.

Impacts to Department & External Agencies

Entering into this agreement does not directly impact any other Marion County departments. The project will benefit the public at large by providing a stable and safe bridge.

Options for Consideration:

1. Approve and sign Amendment No. 01 to Supplemental Project Agreement No. 34397 between ODOT and Marion County.
2. Take no action at this time.

Recommendation:

The Public Works Department recommends that the Board choose option 1 - Approve and sign Amendment No. 01 to Supplemental Project Agreement Amendment No. 34397.

List of attachments:

Amendment No. 01 to Supplemental Project Agreement 34397 between ODOT and Marion County

Presenter:

Ryan Crowther

AMENDMENT NUMBER 01
LOCAL AGENCY CERTIFICATION AGREEMENT

Supplemental Project Agreement No. 34397

Rambler Drive SE: Little Pudding River Bridge #05419A
Marion County

This is Amendment No. 01 to the Agreement between the STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State" or "ODOT," and MARION COUNTY, acting by and through its elected officials, hereinafter referred to as "Agency," both herein referred to individually as "Party" or collectively as "Parties," entered into on December 9, 2020.

It has now been determined by State and Agency that the Agreement referenced above shall be amended to update language and increase funding.

1. **Effective Date.** This Amendment shall become effective on the date it is fully executed and approved as required by applicable law.
2. **Amendment to Agreement.** Additions are underlined. Deletions are *italicized* and ~~struck through~~.

a. RECITALS, Paragraph 4, Page 2, is revised as follows:

4. The Project was selected as part of the Local Bridge Program and may include a combination of federal, state, and local funds, including a portion of Agency's allocation of the Surface Transportation Block Grant (STBG) program. "Project" is defined under Terms of Agreement, paragraph 1 of this Agreement.

b. TERMS OF AGREEMENT, Paragraph 2, Page 2, is revised as follows:

2. The total Project cost is estimated at ~~\$5,328,298.00~~\$5,024,400, which is subject to change. Federal funds for this Project shall be limited to ~~\$4,655,551.32~~\$4,508,394.12, which includes \$4,508,394.12 provided through the ODOT Local Bridge Program and \$147,157.20 provided through Agency's STBG allocation. Agency shall be responsible for all remaining costs, including any non-participating costs, all costs in excess of the federal or state funds, and the 10.27 percent match for all eligible costs. Any unused federal or state funds obligated to this Project will not be paid out by State, and will not be available for use by Agency for this Agreement or any other projects. "Total Project Cost" means the cost to complete the entire Project, and includes any federal funds, state funds, local matching funds, and any other funds. Agency will report the final cost of each phase of the Project at the completion of each phase, as well as the Total Project Cost at the end of the Project, to the ODOT Regional Local Agency Liaison. Notwithstanding the foregoing, the following additional funding terms apply:

- a. For the Preliminary Engineering (PE) phase of the Project, the federal share provided through ODOT's Local Bridge Program will be paid out first, and then Agency's STBG funds. Any of Agency's unused STBG funds obligated to the PE phase of the Project will be returned to Agency's allocation for use on other phases of this Project or other projects as requested in writing by Agency.
- c. **TERMS OF AGREEMENT, Paragraphs 8 and 9(a), Page 3, are revised as follows:**
 8. Information required by 2 CFR 200.332~~4~~(a)(1) shall be contained in the USDOT FHWA Federal Aid Project Agreement for this Project, a copy of which shall be provided by State to Agency with the Notice to Proceed.
 9. Indirect Cost Rate
 - a. As required by 2 CFR 200. 332~~4~~(a)(4), the indirect cost rate for this Project at the time the Agreement is written is Public Works 8.1763~~39~~%. This rate may change during the term of this Agreement upon notice to ODOT and ODOT's subsequent written approval.
- d. **TERMS OF AGREEMENT, Paragraph 11 (d), Page 4, is revised as follows:**
 11. Local Bridge Program Requirements:
 - d. Agency or its consultant must email the following information for any bridge project to bridge@odot.oregon.gov ~~state.or.us~~ and to the State's Senior Local Bridge Standards Engineer at Holly.M.WINSTON@odot.oregon.gov ~~state.or.us~~. This information must be received within ninety (90) days of the issuance of Second Notification pursuant to Oregon Standard Specification 00180.50(g), or Agency's approved equivalent.
 - 1) PDF copy of As-Constructed Bridge Drawings (signed, final copy, which contains final construction notes).
 - 2) PDF Copy of the Foundation Report.
 - 3) Pile Records and drill logs (If applicable).
 - 4) Hydraulic Reports (including scour analysis report ~~included in this report~~)
 - 5) Final Load Rating Calculation (with a stamped report containing all electronic files). ~~calculation with a stamped report containing all files electronically to the State's Senior Local Bridge Standards Engineer;~~
- e. **TERMS OF AGREEMENT, Paragraph 11, Page 5, is revised to insert subsection (g) as follows:**
 11. Local Bridge Program Requirements:
 - g. Agency shall schedule a bridge inspection with State's Regional Local Agency Liaison and State's Regional Senior Structural Designer or State's Senior Local Bridge Standards Engineer within ninety (90) days of issuance of Second Notification pursuant to Oregon Standard Specification

00180.50(g) or Agency's approved equivalent, for bridge construction acceptance.

f. TERMS OF AGREEMENT, Paragraph 27, Page 9, is revised as follows:

27. Notwithstanding anything in this Agreement or implied to the contrary, the rights and obligations set out in Terms of Agreement, paragraphs 16 (withholding of highway funds), 17 (periodic inspections), 20.g-h (ADA), 22-23 (subcontractor indemnification), 26 (termination does not extinguish rights), 27 (survival), 28 (violation of federal requirements), 29 (severability), 30 (State's right to enter), and 33 (merger, waiver, modification) of this Agreement ~~16-17, 20.g-h, 22-23, 26-30, and 33 of this Agreement~~ shall survive Agreement expiration or termination, as well as any provisions of this Agreement that by their context are intended to survive.

g. TERMS OF AGREEMENT, Paragraph 35, Page 11, is revised as follows:

35. State's Regional Local Agency Liaison for this Agreement is Kumar Rethnasamy, Transportation Project Manager, ODOT Region 2, 455 Airport Road SE, Building B, Salem, Oregon 97301; phone: (503) 986-2692; email: Kumar.Rethnasamy@odot.oregon.gov, ~~Andrew Blair, Transportation Project Manager, ODOT Region 2, Area 3, 455 Airport Road SE, Building B, Salem, Oregon 97301; phone: (503) 986-2681; email: andrew.blair@odot.oregon.gov~~, or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.

h. EXHIBIT C shall be deleted in its entirety and replaced with the attached REVISED EXHIBIT C. All references to "Exhibit C" shall hereinafter be referred to as "Revised Exhibit C."

3. **Counterparts**. This Amendment may be executed in two or more counterparts (by facsimile or otherwise) each of which is an original and all of which when taken together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.
4. **Original Agreement**. Except as expressly amended above, all other terms and conditions of the original Agreement are still in full force and effect. Agency certifies that the representations, warranties and certifications in the original Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

This Project is in the 2021-2024 Statewide Transportation Improvement Program (STIP), (Key No. 22005) that was adopted by the Oregon Transportation Commission on July 15, 2020 (or subsequently by amendment to the STIP).

Marion County/ODOT
Agreement No. 34397 Amendment No. 1

MARION COUNTY, by and through its
elected officials

By _____
Commissioner

By _____
Commissioner

By _____
Commissioner

Date _____

APPROVAL RECOMMENDED

By _____
Director of Public Works Date _____

By _____
Chief Administrative Officer Date _____

APPROVED AS TO FORM

By _____
Marion County Contracts Date _____

By _____
Marion County Legal Counsel Date _____

Agency Contact:

Mark Foster, Consultant Project Manager
Marion County Public Works Dept.
5155 Silverton Road NE
Salem, OR 97305
Phone: (503) 373-4307
Email: MAFoster@co.marion.or.us

STATE OF OREGON, by and through
its Department of Transportation

By _____
Delivery and Operations Division Administrator

Date _____

APPROVAL RECOMMENDED

By _____
Certification Program Manager

Date _____

By _____
State Traffic Roadway Engineer

Date _____

By _____
Region 2 Manager

Date _____

**APPROVED AS TO LEGAL
SUFFICIENCY**

By _____
Assistant Attorney General

Date _____

State Contact:

Kumar Rethnasamy, Project Manager
ODOT Region 2
455 Airport Road SE, Building B
Salem, OR 97301
Phone: (503) 986-2692
Email: Kumar.Rethnasamy@odot.oregon.gov

Revised Exhibit C – PROJECT KEY MILESTONES AND SCHEDULE
Agreement No. 34397

Project Name: Rambler Drive SE: Little Pudding River Bridge #05419A

1. **Project Description**

Repair the current bridge by replacing rotting timber decking system and installing a new deck membrane, ACWS and deck joints; installing new three-beam bridge rails and compatible felloe guards updating; new guardrail and guardrail transitions at the bridge approaches; and replacing piling caps identified for immediate repair.

2. This Project is subject to progress reporting and project change process as stated in paragraphs No. 3 through No. 6 below.

3. **Quarterly Reports (QR)** – The Certification Program Office will provide, and the Agency shall submit, quarterly progress reports using the Certified Local Public Agency Quarterly Report Form 734-5034 (Quarterly Report), attached by reference and made a part of this Agreement. Quarterly Reports are due by April 20th for the period January through March, July 20th for the period April through June, October 20th for the period July through September, and January 20th for the period October through December. Quarterly Reports shall be submitted in accordance with the Quarterly Report form instructions and with the terms of the Project Agreement until the State issues the Project Acceptance document.

A sample Quarterly Report form and instructions are available at the following website under “Compliance – Forms & Guidance”:

<https://www.oregon.gov/ODOT/LocalGov/Pages/Certification-Guidance-Forms.aspx#applications>

4. **Project Milestones** – The Parties agree that the dates shown in Table 1 constitute the intended schedule for advancing and completing the Project. Project Milestones may only be changed through amendment of this Agreement, after obtaining an approved Project Change Request.

Table 1: Project Milestones

	Milestone Description	Obligation Date
1	Obligation (Federal Authorization) of LBP Funds for the Preliminary Engineering phase of Project	May 15, 2021
2	Obligation (Federal Authorization) of LBP Funds for the Right-of-Way phase of the Project	N/A
3	Obligation (Federal Authorization) of LBP Funds for the Utility phase of Project	N/A
4	Obligation (Federal Authorization) of LBP Funds for the Construction phase of Project	June 15, 2024

5. **Project Change Request (PCR) Process** - Agency must obtain approval from ~~State's Bridge STIP Coordinator and~~ State's Bridge Engineer for changes to the Project's scope, schedule, or budget by submitting a PCR, as specified in Paragraphs 5a, 5b, and 5c, below. Agency shall be fully responsible for all costs attributable to changes to the established Project scope, schedule or budget made prior to an approved PCR. Amendments to this Agreement are required for all approved PCRs.
- a. **Scope** – A PCR is required for any significant change or reduction in the scope of work described in the Project Description (Paragraph 1 of this Exhibit).
 - b. **Schedule** – A PCR is required if Agency or State's Contact anticipates that any Project Milestone will be delayed by more than ninety (90) days, and also for any change in schedule that will require amendment of the Statewide Transportation Improvement Program (STIP).
 - c. **Budget** – The Project's estimated budget is used for determining the level of compensation for completed work. Increases or decreases in the budget which require a STIP amendment also require the submission of a PCR to the State's Regional Local Agency Liaison.
 - d. PCR requests that result in Project cost increases that are equal to or less than twenty (20) percent of the total estimated Project cost or \$200,000, whichever amount is less, can be approved by the State Bridge Engineer. Amendments can be approved and entered into by the State Bridge Engineer, subject to any other approvals required by law.
 - e. PCR requests that result in a Project cost increase in excess of twenty (20) percent of the total estimated Project cost or \$200,000, whichever amount is greater, must be approved by the State Bridge Engineer and the Local Agency Bridge Selection Committee with a majority vote. Amendments must be executed by the same officials who executed the original Agreement, subject to any other approvals required by law.
6. **PCR Form** – Agency must submit all change requests using PCR Form 734-2851, attached by reference and made a part of this Agreement. The PCR Form is due no later than thirty (30) days after the need for change becomes known to Agency. The PCR shall explain what change is being requested, the reasons for the change, and any efforts to mitigate the change. A PCR may be rejected at the discretion of State's Bridge Engineer.

The fillable PCR form and its instructions are available at the following web site:
<https://www.oregon.gov/odot/Bridge/Pages/Local-Agency.aspx>

7. **Consequence for Non-Performance** - If Agency fails to fulfill its obligations in paragraphs 3 through 6 above, or does not assist in advancing the Project or perform tasks that the Agency is responsible for under the Project Milestones, State's course

Marion County/ODOT
Agreement No. 34397 Amendment No. 1

of action through the duration of Agency's default may include: (a) restricting Agency consideration for future funds awarded through the ODOT Statewide Investments Management Section, (b) withdrawing unused Project funds, and (c) terminating this Agreement as stated in Terms of Agreement, paragraphs 25.a and 25.b of this Agreement and recovery of payments pursuant to Terms of Agreement, paragraph 16 of this Agreement.

**Oregon Department of Transportation
LOCAL AGENCY CERTIFICATION PROGRAM
Supplemental Project Agreement No. 34397
Rambler Drive SE: Little Pudding River Bridge
Marion County**

THIS SUPPLEMENTAL PROJECT AGREEMENT (Agreement) is made and entered into by and between THE STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State" or "ODOT," and MARION COUNTY acting by and through its elected officials, hereinafter referred to as "Agency," both herein referred to individually as "Party" or collectively as "Parties."

RECITALS

1. By the authority granted in Local Agency Certification Program Agreement No. 30634, executed on April 12, 2016 (Local Agency Certification Program Agreement) incorporated herein and by this reference made a part hereof, State may enter into this Supplemental Project Agreement with Agency for the performance of work on this improvement project. The Certification Program allows State to certify a Local Agency's procedures and delegates authority to the certified Local Agency to administer federal-aid projects.
2. Certification status information as of the date of execution of this Agreement:
 - a. Agency is fully certified in the following functional areas:
 - consultant selection (direct appoint, formal and informal processes pursuant to certification status letter dated June 11, 2020)
 - design (excluding bridge design)
 - "advertise, bid, and award" for construction contracts
 - construction contract administration
 - b. Agency is conditionally certified in the following functional area:
 - bridge design

However, the project described in this Agreement is not one of the test projects described in the Local Agency Certification Program Agreement for the functional area listed in this subsection.

- c. Agency has had its Americans with Disabilities Act (ADA)-related design exception and curb ramp inspection processes reviewed and approved by ODOT and FHWA for use on federally funded projects.

3. Rambler Drive SE and Little Pudding River Bridge are part of the Agency's road system under the jurisdiction and control of Agency.
4. The Project was selected as a part of the Local Bridge Program and may include a combination of federal, state, and local funds. "Project" is defined under Terms of Agreement, paragraph 1 of this Agreement.

NOW THEREFORE, the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

TERMS OF AGREEMENT

1. Under such authority, State and Agency agree to Agency delivering the Rambler Drive SE: Little Pudding River Bridge project, hereinafter referred to as "Project." Project includes repair of Little Pudding River Bridge Number 05419A by replacing the rotting timber decking system and installing a new deck membrane, ACWS and deck joints; installing new thrie-beam bridge rails and compatible felloe guards; new guardrail and guardrail transitions at the bridge approaches; and replacing piling caps identified for immediate repair. The location of the Project is shown on the sketch map attached hereto, marked "Exhibit A," and by this reference made a part hereof.
2. The total Project cost is estimated at \$5,024,400, which is subject to change. Federal funds for this Project shall be limited to \$4,508,394.12. Agency shall be responsible for all remaining costs, including any non-participating costs, all costs in excess of the federal or state funds, and the 10.27 percent match for all eligible costs. Any unused federal or state funds obligated to this Project will not be paid out by State, and will not be available for use by Agency for this Agreement or any other projects. "Total Project Cost" means the cost to complete the entire Project, and includes any federal funds, state funds, local matching funds, and any other funds. Agency will report the final cost of each phase of the Project at the completion of each phase, as well as the Total Project Cost at the end of the Project, to the ODOT Regional Local Agency Liaison.
3. Federal funds under this Agreement are provided under Title 23, United States Code.
4. If State performs work on the Project, State will provide Agency with a preliminary estimate for the cost of State's work. Prior to the start of each Project phase, State will provide an updated estimate of State's costs from that phase to Agency. Such phases generally consist of Preliminary Engineering, Right of Way, Utility, and Construction. Agency understands that State's costs are estimates only and agrees to reimburse State for actual cost incurred per the Terms of this Agreement.
5. Agency shall make all payments for work performed on the Project, including all construction costs, and invoice State for one-hundred (100%) percent of its costs. State shall reimburse approved Agency invoices at the pro-rated federal share of 89.73 percent. All costs beyond the federal and state reimbursement and any non-

participating costs are the responsibility of the Agency, and will not be reimbursed by State. State shall invoice Federal Highway Administration (FHWA) and Agency for work provided as part of the Project. Agency agrees to reimburse State for work performed for the Project upon receipt of invoice. Failure of Agency to make such payments to State may result in withholding of Agency's proportional allocation of State Highway Trust Funds until such costs are paid. Agency understands that State's costs are estimates only and agrees to reimburse State for the actual amount expended.

6. Agency guarantees the availability of Agency funding in an amount required to fully fund Agency's share of the Project.
7. This Agreement is subject to the terms and provisions of the Local Agency Certification Program Agreement.
8. Information required by 2 CFR 200.331(a)(1) shall be contained in the USDOT FHWA Federal Aid Project Agreement for this Project, a copy of which shall be provided by State to Agency with the Notice to Proceed.
9. Indirect Cost Rate.
 - a. As required by 2 CFR 200.331(a)(4), the indirect cost rate for this Project at the time the Agreement is written is Public Works 8.39%. This rate may change during the term of this Agreement upon notice to ODOT and ODOT's subsequent written approval.
 - b. If the approved rate changes during the term of this Agreement, Agency shall invoice ODOT using the current indirect cost rate for the Project on file with ODOT at the time the work is performed. If Agency does not have approved indirect cost rates on file with ODOT at the time the work is performed, Agency shall invoice ODOT using a zero percent (0%) rate.
10. Agency Work on this Project:
 - a. Agency shall perform the following functional areas in which Agency is fully certified and as authorized by the Local Agency Certification Program Agreement, the terms of this Agreement, and by Agency certification status letter dated June 11, 2020, attached to this Agreement as Exhibit "D" and hereby incorporated:
 - consultant selection (direct appoint, formal and informal processes)
 - design (excluding bridge design)
 - "advertise, bid, and award" for construction contracts
 - construction contract administration

- b. Bridge design work must be performed by qualified consultants contracted by Agency and under the supervision of Agency's qualified staff identified in paragraph 11 of this section.

11. Local Bridge Program Requirements:

- a. Agency shall submit Quarterly Reports to State's Local Agency Liaison and State's Bridge STIP Coordinator and Project Change Requests to State's Local Agency Liaison following the process as listed in Exhibit C. Agency agrees to the conditions set forth in Exhibit C.
- b. Except as otherwise provided in this Agreement, State and Agency agree that the design of the Project shall meet the American Association of State Highway and Transportation Officials (AASHTO) Load Resistance Factor Design (LRFD) Bridge Design Specifications (current version) and AASHTO Guide Specifications for LRFD Seismic Bridge Design and ODOT Load and Resistance Factor Rating (LRFR), Tier 2 Load rating.
- c. Agency or its consultant must provide written notification to State's Bridge Inventory Coordinator when a bridge project is complete so the initial inspection can be scheduled. This information must be submitted within 90 days of the issuance of Second Notification pursuant to Oregon Standard Specification 00180.50(g), or Agency's approved equivalent.
- d. Agency or its consultant must email the following information for any bridge project to bridge@odot.state.or.us and to the State's Senior Local Bridge Standards Engineer at Holly.M.WINSTON@odot.state.or.us. This information must be received within ninety (90) days of the issuance of Second Notification pursuant to Oregon Standard Specification 00180.50(g), or Agency's approved equivalent.
 - 1) PDF copy of As-Constructed Drawings (signed, final copy, which contains final construction notes).
 - 2) PDF Copy of the Foundation Report.
 - 3) Pile Records and drill logs (If applicable).
 - 4) Hydraulic Reports (scour analysis report included in this report)
 - 5) Final Load Rating calculation with a stamped report containing all files electronically to the State's Senior Local Bridge Standards Engineer;
- e. Agency's approved qualified staff is Brian Nicholas, a Qualified Agency Project Manager in accordance with the Appendix to Chapter 14 of the Local Agency

Guidelines Manual. Any change to Agency's qualified staff is subject to State's review and written approval.

- f. Agency shall submit and ODOT Local Bridge Section will review the consultant services agreement, cost proposal, and the design acceptance package in coordination with State's Regional Local Agency Liaison.
12. State will submit the requests for federal funding to the FHWA. The federal funding for this Project is contingent upon approval of each funding request by FHWA. Any work performed outside the period of performance and scope of work approved by FHWA will be considered nonparticipating and paid for at Agency expense.
13. State's Regional Local Agency Liaison or designee will provide Agency with a written notice to proceed for each phase of the Project when FHWA approval has been secured and funds are available for expenditure on this Project.
14. State considers Agency a subrecipient of the federal funds it receives as reimbursement under this Agreement. The Catalog of Federal Domestic Assistance (CFDA) number and title for this Project is 20.205, Highway Planning and Construction.
15. The term of this Agreement shall begin on the date all required signatures are obtained and shall terminate upon completion of the Project and final payment or ten (10) calendar years following the date all required signatures are obtained, whichever is sooner.
16. If Agency fails to meet the requirements of this Agreement or the underlying federal regulations, State may withhold the Agency's proportional share of Highway Fund distribution necessary to reimburse State for costs incurred by such Agency breach.
17. State may conduct periodic inspections during the useful life of the Project to verify that Project is being properly maintained and continues to serve the purpose for which federal funds were provided.
18. State and Agency Agree that the useful life of the Project is 25 years.
19. By signing this Agreement, Agency agrees to comply with the provisions of the Federal Funding Accountability and Transparency Act (FFATA) and is subject to the following award terms: <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf> and <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>. If, in the preceding fiscal year, Agency received more than 80% of its gross revenues from the federal government, those federal funds exceed \$25,000,000 annually, and the public does not have access to information about the compensation of executives through reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the Internal Revenue Code of 1986, Agency shall report the total compensation and names of its top five executives to State. Agency shall report said information to State

within 14 calendar days of execution of this Agreement and annually thereafter, utilizing the FFATA form attached hereto as Exhibit B.

20. Americans with Disabilities Act Compliance:

- a. **General:** Agency agrees to comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as amended (together, "ADA") as identified in paragraph 1 of the **General Provisions** section of the Local Agency Certification Program Agreement.
- b. **ADA Design Standards, Construction Specifications, and Inspections:** Agency agrees to comply with the design and construction standards and the design exception documentation and approval requirements agreed to in the **Standards** section of the Local Agency Certification Program Agreement. In addition, with respect to ADA-related design standards, design exception approvals, construction specifications, and inspections, Agency agrees to comply with the following:
 - i. For portions of the Project on or along the Oregon State Highway System (state highway), Agency shall apply ODOT's current ADA-related design standards, construction specifications, and design exception documentation and approval requirements for design, construction, or alteration of Project sidewalks, curb ramps, and pedestrian-activated signals, as applicable to the Project, including using the ODOT Highway Design Manual, ODOT Design Exception process, ODOT Standard Drawings, ODOT Construction Specifications, and providing a temporary pedestrian accessible route plan and current ODOT Curb Ramp Inspection form. Agency further agrees to utilize ODOT standards to assess and ensure Project compliance with the ADA, and to document ramp inspections per subsection (c.)(i.) below. Design exceptions on State-owned facilities must be approved by State. For Project locations on or along State-owned portions of the National Highway System ("NHS") design exceptions must be approved by State and/or FHWA.
 - ii. For portions of the Project **not** on or along a state highway, including locally-owned portions of the NHS, Agency shall apply its own ADA-compliant design standards, construction specifications, design exception documentation and approval process, and inspection documentation process, as approved by State and FHWA for use on federally funded projects.
- c. **ADA Inspection Forms:** Prior to issuing the Second Notification, per Oregon Standard Specification 00180.50(g) or Agency's approved equivalent, Agency agrees to submit to State the following:
 - i. For all curb ramps constructed or altered as part of this Project on or along a state highway, submit completed ODOT Curb Ramp Inspection Form 734-5020 to the address on the form as well as to State's Regional Local Agency Liaison.

The completed form is the required documentation from Agency that each curb ramp meets ODOT standards and is ADA compliant. ODOT's fillable Curb Ramp Inspection Form 734-5020 and instructions are available at the following website:

<https://www.oregon.gov/ODOT/Engineering/Pages/Accessibility.aspx>

- ii. For all curb ramps not located on or along a state highway, Agency shall complete and keep on file Agency's ODOT- and FHWA-approved ADA curb ramp inspection form (or other approved document) to show that each Project curb ramp meets Agency's curb ramp standards and is ADA compliant or conforms to Agency's approved ADA design exception.
- d. **State inspection:** Agency shall promptly notify State of Project completion and allow State to inspect Project sidewalks, curb ramps, and pedestrian-activated signals, as applicable to the Project, located on or along the state highway prior to acceptance of Project by Agency and prior to release of any Agency contractor.
- e. **Work Zone Access:** Agency shall ensure that temporary pedestrian routes are provided through or around any Project work zone in accordance with the applicable ODOT or Agency standards, as set forth in subsections (a) through (c) above. For any work zone on or along the state highway, any such temporary pedestrian route shall include directional and informational signs and include accessibility features equal to or better than the features present in the existing pedestrian facility. Agency shall also ensure that advance notice of any temporary pedestrian route on or along the state highway is provided in accessible format to the public, people with disabilities, and disability organizations at least 10 days prior to the start of construction in accordance with ODOT standards and processes.
- f. **Reimbursement:** Unless Agency has an approved design exception, State will only reimburse Agency for work that meets the applicable ODOT or Agency standards as set forth in subsections (a) through (c) above, regardless of whether the work is on a State-owned or an Agency-owned facility.
- g. **On-going Maintenance Obligation:** Agency shall ensure that any portions of the Project under Agency's maintenance jurisdiction are maintained in compliance with the ADA throughout the useful life of the Project. This includes, but is not limited to, Agency ensuring that:
 - i. Pedestrian access is maintained as required by the ADA,
 - ii. Any complaints received by Agency identifying sidewalk, curb ramp, or pedestrian-activated signal safety or access issues are promptly evaluated and addressed,

- iii. Agency, or abutting property owner, pursuant to local code provisions, performs any repair or removal of obstructions needed to maintain the facility in compliance with the ADA requirements that were in effect at the time the facility was constructed or altered,
 - iv. Any future alteration work on Project or Project features during the useful life of the Project complies with the ADA requirements in effect at the time the future alteration work is performed, and
 - v. Applicable permitting and regulatory actions are consistent with ADA requirements.
- h. **Survival:** Maintenance obligations in this section shall survive termination of this Agreement.
21. Agency shall ensure compliance with the Cargo Preference Act and implementing regulations (46 CFR Part 381) for use of United States-flag ocean vessels transporting materials or equipment acquired specifically for the Project. Strict compliance is required, including but not limited to the clauses in 46 CFR 381.7(a) and (b) which are incorporated by reference. Agency shall also include this requirement in all contracts and ensure that contractors include the requirement in their subcontracts.
22. To the fullest extent permitted by law, and except to the extent otherwise void under ORS 30.140, Agency shall require its contractor(s) and subcontractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon, Oregon Transportation Commission and its members, Department of Transportation and its officers, employees and agents from and against any and all claims, actions, liabilities, damages, losses, or expenses, including attorneys' fees, arising from a tort, as now or hereafter defined in ORS 30.260 (hereinafter, referred to individually and collectively as "Claims"), to the extent such Claims are caused, or alleged to be caused by the negligent or willful acts or omissions of Agency's contractor or any of the officers, agents, employees or subcontractors of the contractor. It is the specific intention of the Parties that State shall, in all instances, except to the extent Claims arise from the negligent or willful acts or omissions of State, be indemnified for all Claims caused or alleged to be caused by the contractor or subcontractor.
23. Any such indemnification shall also provide that neither Agency's contractor and subcontractor nor any attorney engaged by Agency's contractor and subcontractor shall defend any claim in the name of the State of Oregon or any agency of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the prior written consent of the Oregon Attorney General. The State of Oregon may, at any time at its election assume its own defense and settlement in the event that it determines that Agency's contractor is prohibited from defending the

State of Oregon, or that Agency's contractor is not adequately defending the State of Oregon's interests, or that an important governmental principle is at issue or that it is in the best interests of the State of Oregon to do so. The State of Oregon reserves all rights to pursue claims it may have against Agency's contractor if the State of Oregon elects to assume its own defense.

24. This Agreement may be terminated by mutual written consent of both Parties.
25. State may terminate this Agreement effective upon delivery of written notice to Agency, or at such later date as may be established by State, under any of the following conditions:
 - a. If Agency fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
 - b. If Agency fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from State fails to correct such failures within ten (10) days or such longer period as State may authorize.
 - c. If Agency fails to provide payment of its share of the cost of the Project.
 - d. If State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.
 - e. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or if State is prohibited from paying for such work from the planned funding source.
26. Any termination of this Agreement shall not extinguish or prejudice any rights or obligations accrued to the Parties prior to termination.
27. Notwithstanding anything in this Agreement or implied to the contrary, the rights and obligations set out in Terms of Agreement, paragraphs 16-17, 20.g-h, 22-23, 26-30, and 33 of this Agreement shall survive Agreement expiration or termination, as well as any provisions of this Agreement that by their context are intended to survive.
28. Agency, as a recipient of federal funds, pursuant to this Agreement with State, shall assume sole liability for Agency's breach of any federal statutes, rules, program requirements and grant provisions applicable to the federal funds, and shall, upon Agency's breach of any such conditions that requires State to return funds to the FHWA,

hold harmless and indemnify State for an amount equal to the funds received under this Agreement; or if legal limitations apply to the indemnification ability of Agency, the indemnification amount shall be the maximum amount of funds available for expenditure, including any available contingency funds or other available non-appropriated funds, up to the amount received under this Agreement.

29. State and Agency hereto agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.
30. Agency grants State or others designated by State the right to enter onto Agency right of way for the performance of duties as set forth in this Agreement.
31. Agency certifies and represents that each individual signing this Agreement has been authorized to enter into and execute this Agreement on behalf of Agency, under the direction or approval of its governing body, commission, board, officers, members or representatives, and to legally bind Agency.
32. This Agreement may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
33. This Agreement and the Local Agency Certification Program (Certification Program) Agreement No. 30634, as amended and all attached exhibits constitutes the entire agreement between the Parties on the subject matter hereof. In the event of conflict, the body of this Agreement and the attached Exhibits will control over Project application and documents provided by Agency to State. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State or Agency to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision. Notwithstanding this provision, the Parties may enter into a Right Of Way Services Agreement in furtherance of the Project.
34. State's Bridge STIP Coordinator is Rachelle Nelson, ODOT Bridge Section, 4040 Fairview Industrial Drive SE, MS#4, Salem, Oregon 97302; phone: (503) 986-3391; email: rachelle.l.nelson@odot.state.or.us, or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.

35. State's Regional Local Agency Liaison for this Agreement is Andrew Blair, Transportation Project Manager, ODOT Region 2, Area 3, 455 Airport Road SE, Building B, Salem, Oregon 97301; phone: (503) 986-2681; email: andrew.blair@odot.state.or.us, or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.

36. Agency's Project Liaison for this Agreement is Mark Foster, Consultant Project Manager, Marion County Public Works Department, 5155 Silverton Road NE, Salem, Oregon 97305; phone: (503) 373-4307; email: MAFoster@co.marion.or.us, or assigned designee upon individual's absence. Agency shall notify the other Party in writing of any contact information changes during the term of this Agreement.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

This Project is in the 2021-2024 Statewide Transportation Improvement Program (STIP), (Key No. 22005) that was adopted by the Oregon Transportation Commission on July 15, 2020 (or subsequently approved by amendment to the STIP).

SIGNATURE PAGE FOLLOWS

MARION COUNTY, acting by and through
its elected officials

By 
Commissioner

By 
Commissioner

By 
Commissioner

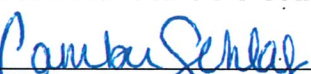
Date 11/18/2020

APPROVAL RECOMMENDED

By  10/29/2020
Director of Public Works Date

By  11/13/2020
Chief Administrative Officer Date

APPROVED AS TO FORM

By  10/30/20
Marion County Contracts Date

By  11/6/20
Marion County Legal Counsel Date

Agency Contact:

Mark Foster, Consultant Project Manager
Marion County Public Works Department
5155 Silverton Road NE
Salem, OR 97305
Phone: (503) 373-4307
Email: MAFoster@co.marion.or.us

State's Regional Local Agency Liaison:

Andrew Blair, Transportation Project Manager
ODOT Region 2, Area 3
455 Airport Road SE, Bldg. B
Salem, OR 97301
Phone: (503) 986-2681
Email: andrew.blair@odot.state.or.us

STATE OF OREGON, acting by and
through its Department of Transportation

By 
Assistant Highway Division Administrator

Date 12/9/2020

APPROVAL RECOMMENDED

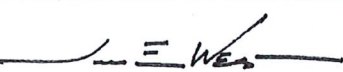
By 
Certification Program Manager

Date 12/08/2020

By Michael Kimlinger Dec 8 2020 8:34 AM
State Traffic/Roadway Engineer

Date _____
Sonny P.A.
By Chickering Digitally signed by Sonny P.A.
Region 2 Manager Date: 2020.12.07 17:10:01 -08'00'

Date _____

By 
Region 2 Project Delivery Manager

Date 12-7-2020

By John W. Huestis via email
Area 3 Manager

Date December 7, 2020

APPROVED AS TO LEGAL SUFFICIENCY

By Janet C. Borth via email
Assistant Attorney General

Date September 15, 2020

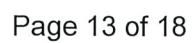


EXHIBIT B
Federal Funding Accountability and Transparency Act (FFATA)
Subaward Reporting

(For purposes of this Exhibit, references to "your organization" shall mean "Agency" and references to "ODOT" shall mean "State.")

The Oregon Department of Transportation (ODOT) is required to fulfill a federal requirement for contracting under the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS). FFATA reporting is a requirement for subawards (also known as subrecipients) of federal awards in excess of \$25,000,000. Your organization will enter into an agreement with ODOT where the funding source is a federal grant with a subrecipient relationship. Your organization is required to submit the information below to the Oregon Department of Transportation within fourteen calendar days of execution of the Agreement and annually thereafter, if applicable. (See the following page for further details.)

Legal entity name: _____

Data Universal Number System (DUNS) number: _____

Executive compensation

Executive compensation information is also required to determine whether or not the following information must be reported in FSRS:

- a. In your organization's previous fiscal year, did your organization receive 80% or more of its annual gross revenue and \$25,000,000 or more in federal procurement contracts, subcontracts, loans, grants, subgrants, cooperative agreements and federal financial assistance awards subject to the Transparency Act? (Include parent organization, all branches, and all affiliates worldwide.)
☐ Yes ☐ No If "yes," proceed to b. If "no," no further action is required and submittal of this form is not required.
- b. Does the public have access to information about the compensation of the senior executives in your organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities and Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?
☐ Yes ☐ No If "yes," provide a link to the SEC: <http://www.sec.gov> where this information is located and return form to the ODOT contact shown at the bottom of this form.

Provide link here:

If "no," provide compensation information below.

Names and annual compensation amounts of the five most highly compensated executives:

1.	\$
2.	\$
3.	\$
4.	\$
5.	\$

Business entity contact information (person completing form):

Type name	Title	Date
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Return completed form to: Alice Bibler, Program and Funding Services Manager; Oregon Department of Transportation; 555 13th Street NE; Salem, OR 97301; Alice.Bibler@odot.state.or.us

Background on FFATA requirements

The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006. The intent of the Act is to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is www.USASpending.gov.

Definition of compensation

Your organization is considered a subrecipient of federal funds. Unless your organization is exempt, FFATA requires you to report total compensation for each of your five most highly compensated executives for the preceding completed year. Total compensation means the cash and non-cash dollar value earned by the executive during the subrecipient's preceding fiscal year and includes the following: salary and bonus; awards of stock, stock options, and stock appropriation rights; earnings for services under non-equity incentive plans; change in pension value; above-market earnings on deferred compensation which is not tax-qualified; and other compensation as defined in 2 CFR Part 170, Section 170.330(b)(5)(vi).

More detailed information about the FFATA can be found at: <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>

If you have any questions, contact:

Alice Bibler
Program and Funding Services Manager
Oregon Department of Transportation
555 13th Street NE
Salem, OR 97301
Alice.Bibler@odot.state.or.us
Telephone: 503-986-3880

EXHIBIT C – PROJECT KEY MILESTONES AND SCHEDULE

1. **Project Description**

Repair the current bridge by replacing rotting timber decking system and installing a new deck membrane, ACWS and deck joints; installing new three-beam bridge rails and compatible felloe guards updating; new guardrail and guardrail transitions at the bridge approaches; and replacing piling caps identified for immediate repair.

2. This Project is subject to progress reporting and project change process as stated in paragraphs 3 through 6 below.

3. **Quarterly Reports**– The Certification Program Office will provide and the Agency shall submit quarterly progress reports using the Certified Local Public Agency Quarterly Report Form 734-5034 (Quarterly Report), attached by reference and made a part of this Agreement. Quarterly Reports are due by April 20th for the period January through March, July 20th for the period April through June, October 20th for the period July through September, and January 20th for the period October through December. Quarterly Reports shall be submitted in accordance with the Quarterly Report form instructions and with the terms of the Project Agreement until the State issues the Project Acceptance document.

A sample Quarterly Report form and instructions are available at the following web site under "Compliance – Forms & Guidance":

<https://www.oregon.gov/ODOT/LocalGov/Pages/Certification-Guidance-Forms.aspx#applications>

4. **Project Milestones** – The Parties agree that the dates shown in Table 1 constitute the intended schedule for advancing and completing the Project. Project Milestones may only be changed through amendment of this Agreement, after obtaining an approved Project Change Request.

Table 1: Project Milestones

	Milestone Description	Obligation Date
1	Obligation (Federal Authorization) of LBP Funds for the Preliminary Engineering phase of Project	May 15, 2021
2	Obligation (Federal Authorization) of LBP Funds for the Right-of-Way phase of the Project	N/A
3	Obligation (Federal Authorization) of LBP Funds for the Utility phase of Project	N/A
4	Obligation (Federal Authorization) of LBP Funds for the Construction phase of Project	June 15, 2024

5. **Project Change Request (PCR) Process** - Agency must obtain approval from State's Bridge STIP Coordinator and State's Bridge Engineer for changes to the Project's scope, schedule, or budget by submitting a PCR, as specified in Paragraphs 5a, 5b, and 5c, below. Agency shall be fully responsible for all costs attributable to changes to the established Project scope, schedule or budget made prior to an approved PCR. Amendments to this Agreement are required for all approved PCRs.

- a. **Scope** – A PCR is required for any significant change or reduction in the scope of work described in the Project Description (Paragraph 1 of this Exhibit).
 - b. **Schedule** – A PCR is required if Agency or State's Contact anticipates that any Project Milestone will be delayed by more than ninety (90) days, and also for any change in schedule that will require amendment of the Statewide Transportation Improvement Program (STIP).
 - c. **Budget** – The Project's estimated budget is used for determining the level of compensation for completed work. Increases or decreases in the budget which require a STIP amendment also require the submission of a PCR to the State's Regional Local Agency Liaison.
 - d. PCR requests that result in Project cost increases that are equal to or less than twenty (20) percent of the total estimated Project cost or \$200,000, whichever amount is less, can be approved by the State Bridge Engineer. Amendments can be approved and entered into by the State Bridge Engineer, subject to any other approvals required by law.
 - e. PCR requests that result in a Project cost increase in excess of twenty (20) percent of the total estimated Project cost or \$200,000, whichever amount is greater, must be approved by the State Bridge Engineer and the Local Agency Bridge Selection Committee with a majority vote. Amendments must be executed by the same officials who executed the original Agreement, subject to any other approvals required by law.
6. **PCR Form** – Agency must submit all change requests using PCR Form 734-2851, attached by reference and made a part of this Agreement. The PCR Form is due no later than thirty (30) days after the need for change becomes known to Agency. The PCR shall explain what change is being requested, the reasons for the change, and any efforts to mitigate the change. A PCR may be rejected at the discretion of State's Bridge Engineer.

The fillable PCR form and its instructions are available at the following web site:
<https://www.oregon.gov/odot/Bridge/Pages/Local-Agency.aspx>

7. **Consequence for Non-Performance** - If Agency fails to fulfill its obligations in paragraphs 3 through 6 above, or does not assist in advancing the Project or perform tasks that the Agency is responsible for under the Project Milestones, State's course of action through the duration of Agency's default may include: (a) restricting Agency consideration for future funds awarded through State's Statewide Investments Management Section, (b) withdrawing unused Project funds, and (c) terminating this Agreement as stated in Terms of Agreement, paragraphs. 25.a and 25.b of this Agreement and recovery of payments pursuant to Terms of Agreement, paragraph 16 of this Agreement.

Exhibit D



Oregon

Kate Brown, Governor

Department of Transportation
Policy, Data and Analysis Division
555 13th Street NE, Suite 2
Salem, OR 97301
Phone: (503) 986-4175

June 11, 2020

Ryan Crowther, P.E.
Capital Projects Manager
Marion County
5155 Silverton Rd. NE
Salem, OR 97305

RE: Marion County Consultant Selection Certification & Demonstration Evaluation Results, Formal and Informal Procurements

Dear Ryan,

This letter is to notify you of the successful evaluation results of Marion County's January 14, 2020 demonstration of its formal consultant selection process on the Lancaster Drive: Center St – Monroe Ave project (KN 20745) project. See the attached June 10, 2020 letter with certification recommendations from the ODOT Procurement Office. Congratulations on the successful evaluation and certification in formal and informal consultant selection processes!

We note that ODOT previously approved County's certification in the direct appoint/small purchase process on May 19, 2015, which means the County is now fully certified in consultant selection (formal, informal, and direct appoint/small purchase processes). Please note, certification in consultant selection does not authorize the County to issue work order contracts against ODOT price agreements.

As a reminder, please ensure the County's consultant contracts on federal-aid projects are administered in accordance with the contract administration processes set out in section 3.7 of the *LPA A&E Requirements Guide*. Also, take note of the DBE-related forms and procedures requirements in 3.4.2 and the documentation requirements in section 4. Compliance with the consultant selection and contract administration requirements set out in the guide is subject to ODOT Certification Program review (see subsection I. on Maintaining Certification in Section B of Local Agency Guidelines manual).

Thank you again for the time and effort Marion County staff put into thoroughly preparing for your agency's formal consultant selection presentation and for providing well-organized documentation.

Sincerely,

Tiffany Hamilton, JD
Local Agency Certification Program Manager
Certification Program Office, Statewide Programs Unit
Direct: (503) 986-3649

Cc: Andrew (AJ) Blair, ODOT Region 2, Transportation Project Manager
Kim Rice, ODOT Procurement Office
Satvinder Sandhu, FHWA