

Contract Review Sheet

Grant Agreement

BO-6253-24 - Am1

Title: ARPA Fargo Sewer Collection System Improvements

Contractor's Name: Public Works Department

Department: Board of Commissioners

Contact: Alicia Jones

Analyst: Kathleen George

Phone #: -4388

Term - Date From: Execution

Expires: December 31, 2026

Original Contract Amount: \$ 400,000.00

Previous Amendments Amount: \$ -

Current Amendment: \$ (230,845.05)

New Contract Total: \$ 169,154.95

Amd% -58%

Outgoing Funds Federal Funds Reinstatement Retroactive Amendment greater than 25%

Source Selection Method: 20-0260 Request for Proposal

RFP# 1024

Description of Services or Grant Award

2021 Marion County ARPA Funds Application Round 1 Grant Award for: on behalf of behalf of Fargo Interchange Service District - Fargo Sewer Collection System Improvements.

Amendment 1 - Project completed - transfer \$230,845.05 to Board's Office (BO-6253-24) for reallocation to another ARPA project.

Desired BOC Session Date: 3/11/2026

Contract should be in DocuSign by: 2/18/2026

Agenda Planning Date: 2/26/2026

Printed packets due in Finance: 2/24/2026

Management Update: 2/17/2026

BOC upload / Board Session email: 2/25/2026

BOC Session Presenter(s) Shane Ottosen

Code: Y

REQUIRED APPROVALS

DocuSigned by:



2/20/2026

Finance - Contracts

Date

Contract Specialist

Date

Legal Counsel

Date

Chief Administrative Officer

Date



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: 3/11/2026

Department: Public Works

Title: Project Closure Request for Fargo Sewer Collection System Project

Management Update/Work Session Date: 2/17/2026 Audio/Visual aids

Time Required: 5 min Contact: Brian Nicholas Phone: x7943

Requested Action:
Approve Amendment #1 to BO-6253-24 between the Marion County Board of Commissioners' Office and Marion County Public Works Department and the associated American Rescue Plan Act (ARPA) project closure request, decreasing total granted funds by \$230,845.05, from \$400,000.00 to \$169,154.95, for the ARPA - Fargo Interchange Service District Sewer Collection System Improvements.

Issue, Description & Background:
The Fargo Interchange Service District (FISD) was formed in 1992 to provide sewer services to the surrounding commercial businesses of Ehlen Road and the I-5 interchange. The system is operated and maintained by Marion County Public Works as a service to the FISD. Wastewater from this system is sent to the City of Donald's wastewater treatment plant to be treated. FISD's treatment allocation at the Donald treatment plant is limited. The Project constructed improvements to the existing FISD collection system. One of many benefits of this project will be the reduction of groundwater intrusion into the collection system, which will free up sewer capacity for new development. Amendment 1 enables Public Works to close out the funding agreement and assign funds back to the Board's Office for reallocation to other ARPA projects.

Financial Impacts:
This amendment will allow \$230,845.05 in ARPA funds to be reallocated to other ARPA projects.

Impacts to Department & External Agencies:
None

List of attachments:
Amendment #1 to BO-6253-24, Project Closure Request

Presenter:
Shane Ottosen

Department Head Signature:
Brian Nicholas Digitally signed by Brian Nicholas
Date: 2026.02.05 15:01:30 -08'00'

County Commissioners

Danielle Bethell, Chair
Colm Willis
Kevin Cameron



Director
Brian Nicholas, PE

Deputy Director
Dennis Mansfield

Chief Administrative Officer

Jan Fritz

**MARION COUNTY PUBLIC WORKS
FARGO INTERCHANGE SERVICE DISTRICT**

MEMO

To: Jan Fritz, Chief Administrative Officer, Marion County

From: Dennis Mansfield, District Secretary, Fargo Interchange Service District

CC: Jeff White, Brian Nicholas, Scott Norris

Date: 2/5/26

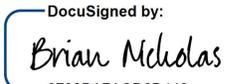
Re: Fargo ARPA Funding Request

The Fargo Interchange Service District (FISD) requested, and subsequently received American Rescue Plan Act (ARPA) funding of \$400,000 to support sewer collection system improvements. on behalf of the Fargo Interchange Service District for the sewer collection system improvements.

The Fargo Sewer Collection System Improvements is completed. As such, this memo is to request to transfer \$230,845.05 in unspent ARPA funds to the Board's Office to be reallocated to other ARPA projects.

DocuSigned by:

B17E8D9261374C6...
Dennis Mansfield, District Secretary

DocuSigned by:

9793BA7ACD6D443...
Brian Nicholas, Public Works Director

Jan Fritz, Chief Administrative Officer



AMENDMENT 1 to BO-6253-22
the MEMORANDUM OF UNDERSTANDING
between
MARION COUNTY BOARD OF COMMISSIONERS
and PUBLIC WORKS DEPARTMENT

This Amendment No. 1 to the Memorandum of Understanding (as amended from time to time, the “MOU”), dated December 18, 2024, between Marion County Board of Commissioners Office, hereinafter referred to as “Board”, and Marion County Public Works Department, hereinafter referred to as “Department”.

The Contract is hereby amended as follows (new language is indicated by underlining and deleted language is indicated by ~~striketrough~~):

1. Recitals

- A.** WHEREAS, on March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, together which make up the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program with the Assistance Listing Number (ALN) 21.027. The ARPA/SLFRF program is to provide support to State, territorial, local and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses; and
- B.** WHEREAS, the total ARPA/SLFRF funds allocated to Marion County, as published by the U.S. Treasury, is \$67,559,569, may use funds that meet ARPA/SLFRF eligibility requirements; and
- C.** WHEREAS, Marion County Public Works, a department within Marion County, submitted an application to the Board for \$400,000 in ARPA/SLFRF relief funds to support Fargo Sewer Collection System Improvements; and
- D.** WHEREAS, during a meeting on January 26, 2022, the Board approved the application from the Department; and

Agreement

NOW THEREFORE, the parties understand as follows:

2. Incorporation

The foregoing Recitals are incorporated herein by reference, provided, however, that the Recitals are not to be deemed to modify the express provisions hereinafter set forth. This MOU includes the following exhibits which are incorporated herein:

- Exhibit A.1 (The Amended Application Dated December 31, 2025)
- Exhibit A.2 (ARPA Amendment & Budget Adjustment Narrative)
- Exhibit A.3 (Marion County ARPA Closeout Information and Documentation)

3. Consideration; Reporting

The Board has agreed to make an award of funds to the Department not-to-exceed amount of ~~Four Hundred Thousand Dollars~~ One Hundred Sixty-Nine Thousand, One Hundred Fifty-Four Dollars and Ninety-Five Cents (\$169,154.95) (the “Grant”). Grant disbursements shall be a

reimbursement of funds to Department, based on the budget submitted in Exhibit A, under the following U.S. Treasury eligible category: Infrastructure.

Except as expressly amended above, all other terms and conditions of the original contract are still in full force and effect. Contractor certifies that the representations, warranties and certifications contained in the original Contract 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.

**MARION COUNTY SIGNATURES
BOARD OF COMMISSIONERS:**

Chair Date

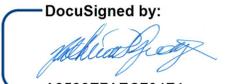
Commissioner Date

Commissioner Date

Authorized Signature: _____
Chief Administrative Officer Date

Authorized Signature:  _____
0703BA7ACD6D443...
Department Director or designee Date 2/24/2026

Reviewed by Signature: _____
Marion County Legal Counsel Date

Reviewed by Signature:  _____
A3538E7AEC704F4...
Marion County Contracts & Procurement Date 2/20/2026



2021 MARION COUNTY ARPA FUNDS APPLICATION ROUND 1 Amended (December 31, 2026)

Organization Name: Marion County Public Works Department
(on behalf of the Fargo Interchange Service District)

Project Title: Fargo Sewer Collection System Improvements

ARPA Funding Category: 5.2 Centralized Wastewater Collection and Conveyance

I. Organization Information

Legal Name of the Organization: * Marion County Public Works Department

Doing Business As (DBA) Name (if applicable): _____

Employer Identification Number (EIN): * 93-6002307

DUNS Number: ** 167258529

**Organization must be able to obtain a DUNS Number by the time the Contract is executed

Organization Street Address: * 5155 Silverton Road NE

City: Salem State: OR Zip Code: 97305

Organization Mailing Address: _____
(if different from street address)

City: _____ State: _____ Zip Code: _____

Organization Website: * <https://www.co.marion.or.us/PW>
(Please enter "N/A" if none)

Applicant Name: * Brian Nicholas

Applicant Title: * Public Works Director

Applicant Mailing Address: _____
(if different from organization mailing address)

City: _____ State: _____ Zip Code: _____

Applicant Phone: * (503) 588-7943 Applicant E-mail: * bnicholas@co.marion.or.us

Project Contact: _____
(If different from applicant)

Project Contact Phone: _____ Project Contact E-mail: _____

* Response required for application to be considered complete

II. Project Information *(not exceed a total of 25 single-sided, 8.5" x 11" numbered pages)*

1. Describe the organization that will manage the project and include the following:

The Fargo Interchange Service District (FISD) was formed in 1992 by Marion County to provide sewer service to commercial, industrial and residential properties in the immediate vicinity of the I-5: Aurora-Donald Interchange. FISD is managed through an intergovernmental agreement with Marion County Public Works. Marion County will continue to manage FISD as well as the project described in this grant application.

- a. Total estimated project budget is \$169,154.95 ~~400,000.00~~.
- b. Estimated start date and completion dates

Start Date: Project design is already underway
Construction Completion Date: December 31, 2026

- c. List the project team. Include the name, title, employer, and a high-level overview of their role in the project.
 1. Brian Nicholas, PE, Marion County Public Works Director
Role in Project: Department Head
 2. Dennis Mansfield, Deputy Public Works Director
Role in Project: FISD Secretary (District Administrator)
 3. Shane Ottosen Jr., PE, Marion County Public Works Engineering Associate
Role in Project: FISD District Engineer
 4. Walter Fenn, Jr., Marion County Public Works Wastewater Specialist
Role in Project: FISD Water and Wastewater Operator

2. Describe the project need and the impact the project will have on the local community and Marion County.

FISD collects municipal wastewater from the FISD service area and delivers it to the City of Donald's wastewater treatment plant where it is treated. FISD has a fixed capacity to collect and transmit raw wastewater for treatment, which significantly limits economic development within the FISD service area. This Project will improve FISD's existing wastewater collection system to increase collection capacity and reduce groundwater infiltration, which will create new economic development opportunities in the vicinity of the I-5: Aurora-Donald Interchange.

3. Describe the project proposal to be accomplished. Identify each project element and include a timeline and key team member(s) who will work on the project.

This Project will ~~extend and upsize cap unused and unusable~~ existing FISD sewer ~~collection mainline pipes and cap unused and unusable~~ service laterals. The project will also identify, clean and repair damaged mainline and/or service laterals to reduce inflow and infiltration in our system. All construction will be performed by a commercial contractor under a competitively bid construction contract. Shane Ottosen, PE, Engineering Associate, will perform design, engineering and

construction oversight. Brian Nicholas, PE, Public Works Director will review and approve all contract documents.

4. Describe how the project meets the ARPA eligible categories and the specific category requirements according to U.S. Treasury Guidelines, see [State and Local Fiscal Recovery Funds \(marion.or.us\)](https://www.co.marion.or.us/BOC/CD/Pages/fiscalrecoveryfunds.aspx). <https://www.co.marion.or.us/BOC/CD/Pages/fiscalrecoveryfunds.aspx>

This Project will construction capital improvements to an existing municipal wastewater collection system, which is eligible under ARPA Eligibility Category 5.2 Centralized Wastewater Collection and Conveyance.

a. Describe how the project meets the ARPA period of performance.

Bidding and award of the proposed construction contract will be completed by December 31, 2024, and all construction and incurrence of all eligible costs will be completed by December 31, 2026.

5. Is this project included in an adopted City/County or organization's plan or another documented community need? For example: City Infrastructure Master Plan, City Economic Development Plan, City Transportation Plan or City Strategic Plan, etc.

Not directly. This project will defer the need for costly expansions to the City of Donald wastewater treatment plant while accommodating economic development. Future wastewater treatment plant expansion is covered in Donald's adopted wastewater treatment plant master plan.

6. Describe the organization's experience as a subrecipient. Describe the capacity to successfully manage and submit reporting requirements for the proposed project as a subrecipient of federal awards.

Marion County manages FISC through an intergovernmental agreement. Marion County has extensive experience in successfully managing and reporting as a subrecipient for federal projects. Procurement of goods and services is completed in compliance with the Marion County Contract Review Board Rules and Regulations (MC/CRBRR) and ORS. Marion County is Certified by ODOT in: Design; Advertising, Bid, & Award; Construction Contract Administration, Direct Appoint Consultant Selection, and Formal/Informal Consultant Selection. Marion County has 15 federal-aid projects to deliver in the current Statewide Transportation Improvements Program (STIP). A single audit for federal projects conducted for FY2019-20 financial transactions resulted in no findings. The county also follows retention record requirements and successfully submits numerous grant reimbursement requests annually. Each grant is closely monitored to ensure expenses are appropriately accounted for.

7. Identify and describe partnerships the organization has secured to assist with the project?

There are no other organizations involved with this Project.

8. Describe how the operations will be funded after the project is complete.

This Project will not increase annual operating costs for the FISC. Long term maintenance of newly construction infrastructure will be performed utilizing regular utility fees collected from FISC customers.

- 9. Identify and describe other Federal, State, or local government funding the organization has applied for, including ARPA funds from governments. Include the source(s) and amount(s) applied for, and any awards received.**

None.

- 10. Identify and describe other non-governmental funding sources (e.g. fees, donations, grants) the organization has applied for. Include the source(s) and amount(s) applied for, and any awards received.**

None.

- 11. If the total ARPA funding request is not granted, how will the organization be able to complete the project?**

There is no other means to complete this Project.

- 12. Describe how the project will meet project deadlines – include engineering. Identify any reports or other information related to the project such as completed engineering, architectural, or design studies or other technical studies required for the project. Identify the name and a brief description of the completed study. Marion County will request copies of these studies during the technical review period.**

Design is 90% complete and the bid package is being prepared as of the date of this funding application. The Project is on schedule to bid this Fall, award by December 31, 2024, and construct during the 2025 construction season.

- 13. Provide any additional information related to the project.**

Attachment 1. Attestation Form

APPLICANT NAME: Brian Nicholas, Marion County Public Works Director

ADDRESS: Marion County Public Works Department, 5155 Silverton Road NE, Salem, Oregon, 97305

PHONE NUMBER: 503.588.5036 EMAIL: bnicholas@co.marion.or.us WEB SITE: www.co.marion.or.us/PW

TAXPAYER ID NUMBER: _____ DATE/STATE OF INCORPORATION: _____

BUSINESS DESIGNATION: Corporation Sole Proprietor Partnership
 S Corporation Non-Profit Government
 Other: _____

CERTIFICATION/LICENSE NUMBER: _____

The undersigned further acknowledges, attests and certifies individually and on behalf of the Applicant that:

1. That this proposal is, in all respects, fair and without fraud; that it is made without collusion with any official of the county; and that the proposal is made without any collusion with any person making another proposal on this Contract.
2. Information and prices included in this proposal shall remain valid for ninety (90) days after the proposal due date or until a Contract is approved, whichever comes first.
3. The Applicant acknowledges receipt of all Addenda issued under the Application.
4. The Applicant certifies that it does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, handicap, financial ability, age or other non-job-related factors as per ORS 659 and USC 42 2000e.
5. The Applicant, acting through its authorized representative, has read and understands all Application instructions, specifications, and terms and conditions contained within the Application and all Addenda, if any;
6. The Applicant agrees to and shall comply with, all requirements, specifications and terms and conditions contained within the Application, including all Addenda, if any;
7. The proposal submitted is in response to the specific language contained in the Application, and Applicant has made no assumptions based upon either (a) verbal or written statements not contained in the Application, or (b) any previously-issued Application, if any.
8. The Applicant agrees that if awarded the Agreement, Applicant shall be authorized to do business in the State of Oregon at the time of the award;
9. The signatory of this Application Form is a duly authorized representative of the Applicant, has been authorized by Applicant to make all representations, attestations, and certifications contained in this proposal document and all Addenda, if any, issued, and to execute this proposal document on behalf of Applicant.
10. By signature below, the undersigned Authorized Representative hereby certifies on behalf of Applicant that all contents of this Application Form and the submitted proposal are truthful, complete and accurate. Failure to provide information required by the Application may ultimately result in rejection of the proposal.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY

MATTERS - The Applicant certifies to the best of its knowledge and belief that neither it nor any of its principals:

1. Are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from submitting bids or proposals by any federal, state or local entity, department or agency;
2. Have within a five-year period preceding the date of this certification been convicted of fraud or any other criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are presently indicted for or otherwise criminally charged with commission of any of the offenses enumerated in item number 2 of this certification;
4. Have, within a five-year period preceding the date of this certification had a judgment entered against contractor or its principals arising out of the performance of a public or private contract;

5. Have pending in any state or federal court any litigation in which there is a claim against contractor or any of its principals arising out of the performance of a public or private contract; and
6. Have within a five-year period preceding the date of this certification had one or more public contracts (federal, state, or local) terminated for any reason related to contract performance.

Where Applicant is unable to certify to any of the statements in this certification, Applicant shall attach an explanation to their offer. The inability to certify to all of the statements may not necessarily preclude Applicant from award of an agreement under this procurement.

IF THE PROPOSAL IS MADE BY A JOINT VENTURE, IT SHALL BE EXECUTED BY EACH PARTICIPANT OF THE JOINT VENTURE.

THIS APPLICATION SHALL BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE APPLICANT; ANY ALTERATIONS OR ERASURES TO THE OFFER SHALL BE INITIALED IN INK BY THE UNDERSIGNED AUTHORIZED REPRESENTATIVE.

SIGNATURE OF APPLICANT'S DULY AUTHORIZED REPRESENTATIVE FOR ALL SECTIONS:

Authorized Signature: 

Print Name: Brian Nicholas

Title: Public Works Director

Contact Person (Type or Print): Dennis Mansfield

Telephone Number: (503) 365-3111

Email: dmansfield@co.marion.or.us

The Applicant will notify the County representative on the cover page of this Application within 30 days of any change in the information provided on this form.

Exhibit A.2 Fargo Amendment and Adjustment Request Form

Organization Name:	Marion County Public Works
Project Title:	ARPA Fargo Sewer Collection System Improvements
Date of Request:	2/5/26
Name of Person Completing Request:	Alicia Jones
Title of Person Completing Request:	Grant/Contracts Compliance Analyst
Phone # of Person Completing Request:	503-373-4320
Original MC ARPA Award/Contract:	\$ 400,000.00
Amount Expended:	\$ 169,154.95
MC ARPA Award/Contract Number:	BO-6253-22

Step 1: Please respond to each question/statement below.		
#	Question	Answer
1	Why are you requesting a program amendment (What circumstances impact this request)?	The project didn't utilize all the provided funds. The remaining funds can be redistributed to other ARPA funded projects as needed.
2	Using the approved contract, specifically identify the text requested to be edited/removed. Enter the original text from the contract with strikeouts for text to be removed and bold text for text to be added. <i>Option: If it would help for clarity, submit the pertinent section of the approved contract with strike outs and bold text as described above .</i> If Marion County requires a contract scope change, use Tab 3 "Scope Change Request" to answer this question.	
3	How will the requested change affect the project?	There is no change to the project. The project is complete.
4	Will the requested change maintain the integrity of the original ARPA category (e.g. Negative Economic Impact, Water & Sewer Infrastructure, Public Health)?	Yes
5	How will the requested change affect the original contractual timeline?	No change to the original contractual timeline.
Step 2: If a budget adjustment is also being requested, answer Question #6 and complete Tab 2.		
6	How will the requested change affect the original MC ARPA budget?	The remaining unspent funds can be redistributed to other ARPA projects.

By completing this request, person completing this form certifies and attests that, to the best of my knowledge, all information provided in this form is true and accurate and I have the authority to represent the organization in this request.

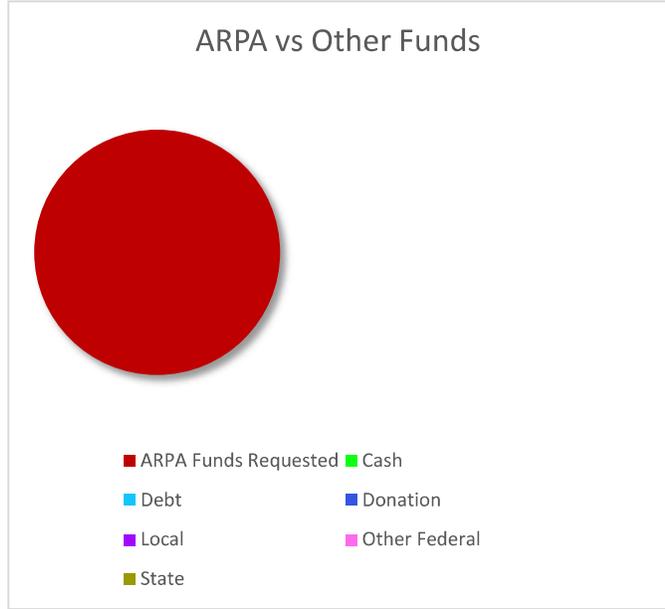
Submit via email to: ARPARECOVERY@CO.MARION.OR.US

Organization Name: Marion County Public Works		Date:			
Project Title: ARPA Fargo Sewer Collection System Improvements					
Please provide a line item detailed budget for the project costs.					
CATEGORY	ORIGINAL ARPA BUDGET	REVISED ARPA REQUEST	OTHER FUNDS (if applicable)		TOTAL
			AMOUNT	SOURCE	
Materials and Services					
Construction Contract	326,961	114,000			114,000
					-
					-
					-
					-
					-
					-
Totals	\$ 326,961	\$ 114,000	\$ -		\$ 114,000
Equipment or Capital Purchases					
					-
					-
					-
					-
					-
					-
Totals	\$ -	\$ -	\$ -		\$ -
Personnel Costs					
Project Engineer	10,000	10,000			10,000
Construction Engineer	43,460	40,000			40,000
Wastewater Specialist	7,579	2,155			2,155
					-
Totals	\$ 61,039	\$ 52,155	\$ -		\$ 52,155
Administrative					
Accountant	12,000	3,000			3,000
					-
Totals	\$ 12,000	\$ 3,000	\$ -		\$ 3,000
Grand Totals:		\$ 400,000.00	\$ 169,154.95	\$ -	\$ 169,154.95

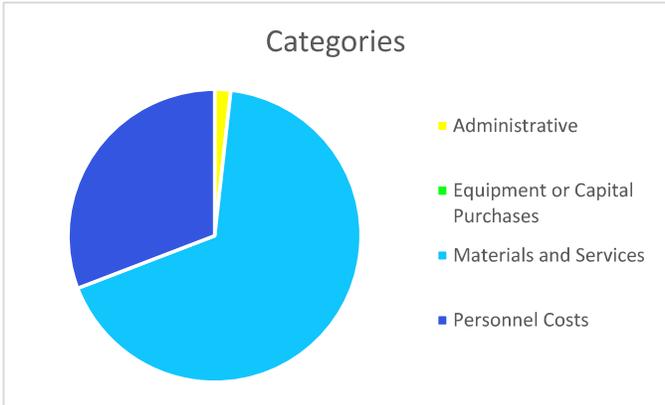
	Yes	No (explain)	Explanation
Confirm that the new total MC ARPA Budget is equal to or less than the total original MC ARPA award.			

Project Budget Summary

Total Project Budget	\$	169,155
ARPA Funds Requested	\$	169,155
Other Funds	\$	-
Cash	\$	-
Debt	\$	-
Donation	\$	-
Local	\$	-
Other Federal	\$	-
State	\$	-



Total Project Budget	\$	169,155
Categories		
Administrative	\$	3,000
Equipment or Capital Purchases	\$	-
Materials and Services	\$	114,000
Personnel Costs	\$	52,155



Total ARPA Project Budget	\$	169,155
Categories		
Administrative	\$	3,000
Equipment or Capital Purchases	\$	-
Materials and Services	\$	114,000
Personnel Costs	\$	52,155

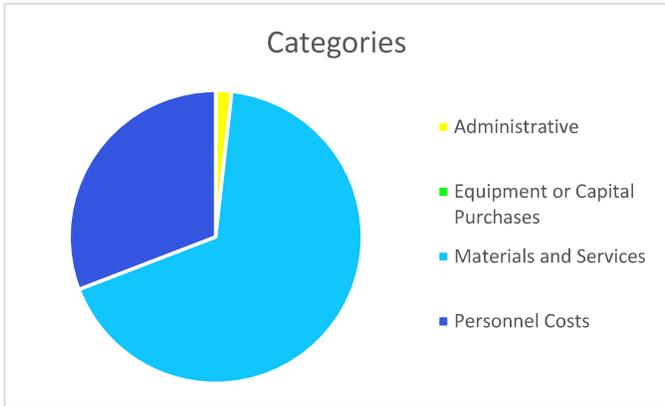


Exhibit A.3 Marion County ARPA Closeout Information & Documentation

Date:	12/23/2025
Name of Entity:	Marion County Public Works
Title of Project:	ARPA Fargo Sewer Collection System Improvements
Name of Entity Representative Completing Form**:	Alicia Jones
Position Title of Entity Representative Completing Form:	Grant/Contracts Compliance Analyst
Phone Number of Entity Representative Completing Form:	503-373-4320
Marion County Grant Agreement Number:	BO-6253-24
Original Contract Amount:	400,000.00
Amount Expended (Reimbursed by Marion County) to Date:	169,154.95
Project Completion Date:	8/7/2025

#	Questions	Yes	No	N/A	Comment
PROJECT STATUS					
1	Is your project complete or will it be in 30 days? <i>*If no, in Column F please explain the circumstances and resolution.</i>	X			
GOALS AND IMPACT					
2	Have the goals of the project been met? <i>*YES = Use Column F to state the project goals. *NO = Use Column F to briefly describe the planned goals and why they were not met.</i>	X			Goals included sewer improvements that would reduce inflow and infiltration (I&I) into our system
3	Based on the project need and the planned impact, did your entity document evidence of project impact? <i>*YES = Use Column F to state the project impact. *NO = Use Column F to briefly describe the planned project impact indicators and how they will be documented .</i>	X			Overall system flow reduction suggest that I&I was reduced with the project. The District will continue to monitor flows.
USE OF FUNDS					
4	Has your entity submitted a final disbursement request for all awarded MC ARPA funds (Original Contract Amount)? <i>*If no, in Column F identify when your entity will complete the final disbursement request.</i>	X			Waiting for payroll to post for end of August
COMPLIANCE					
5	Did your entity track revenue and expenditures of this project separately from other federal awards? <i>*If no, in Column F please explain the issues you have experienced with tracking revenue and expenditures and your planned resolution</i>	X			
6	Are you aware that records and financial documents involving the MC ARPA project must be maintained for five years after all funds have been expended or returned to MC? <i>*If yes, in Column F provide the location in which these records will be maintained and the name, title, and email address of the person responsible for record retention. *If no, in Column F, please explain your plan, and provide an assurance, to establish a record retention process and notify MC of the location in which these records will be maintained and the name, title, and email address of the person responsible for record retention.</i>	X			Revenue and Expenditures are in the GL system, project binder includes journal entries, etc. Project files will be electronically archived on MCPW G: drive at G:\Engineering\ProjectCentral\Projects_CompletedProjects\2025. Additional project construction tracking will be located in MCPW online tracking software RT Vision OneOffice (https://or-co-marion.app.rtvision.com/)
PROPERTY & CAPITAL PROJECTS MANAGEMENT					
7a	Did your entity purchase property or equipment with MC ARPA funding? If yes, please also answer # 7b, 7c, and 7d.		X		

#	Questions	Yes	No	N/A	Comment
7b	Have you followed procedures to document these purchases including: description, identification number, acquisition date, location, and ultimate disposition information? (2 CFR 200.313) *If no, in Column F, please explain your plan to document the purchase of property or equipment.			X	
7c	Does your entity maintain an inventory for equipment that has been purchased with MC ARPA funds? (2 CFR 200.313 (d)(2) *If yes, please provide your inventory in the "Equipment Inventory" tab of this report. *If no, in Column F, please explain your plan to prepare an inventory of equipment purchased with MC ARPA funds prior to closeout.			X	
7d	Does your entity plan to retain, maintain, and use the the property or equipment purchased with MC ARPA funds for the original purpose? * If no, in Column F, please describe your plan to dispose of the property (If sold or planning to sell, and the property or equipment has a per-unit fair market value in excess of \$5,000, this plan must include compensation to MC as described in 2 CFR 200.313 (e)(2)).			X	
<p><i>**By completing this form, Entity Representative certifies and attests that, to the best of my knowledge, all information provided in this form is true and accurate and I have the authority to represent the entity in these attestations.</i></p>					
<u>Marion County will complete this section</u>					
Reviewer: Robert Manier					
Reviewer Title: Management Analyst					
Date Completed: 1/9/2026					
Review Comments & Assessment: All information provided. Approved f					

Contract Review Sheet

Grant Agreement

BO-6253-24

Title: ARPA Fargo Sewer Collection System Improvements

Contractor's Name: Public Works Department

Department: Public Works Department

Contact: Alicia Jones

Analyst: Kathleen George

Phone #: 503-373-4320

Term - Date From: March 3, 2021

Expires: December 31, 2026

Original Contract Amount: \$ 400,000.00

Previous Amendments Amount: \$ -

Current Amendment: \$ -

New Contract Total: \$ 400,000.00

Amd% 0%

Incoming Funds Federal Funds Reinstatement Retroactive Amendment greater than 25%

Source Selection Method: 20-0260 Request for Proposal

RFP# 1024

Description of Services or Grant Award

ARPA Fargo Sewer Collection System Improvements utilizing America Rescue Plan Act funds.

Desired BOC Session Date: 12/18/2024

Contract should be in DocuSign by: 11/27/2024

Agenda Planning Date: 12/5/2024

Printed packets due in Finance: 12/3/2024

Management Update: 12/3/2024

BOC upload / Board Session email: 12/4/2024

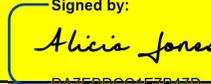
BOC Session Presenter(s) Brian Nicholas

Code: Y

REQUIRED APPROVALS

DocuSigned by:

E4502AF8CAA542C...
Finance - Contracts
12/12/2024
Date

Signed by:

DATEBDC01E7B47D...
Contract Specialist
12/13/2024
Date

Signed by:

00C98A0F700240B...
Legal Counsel
12/12/2024
Date

DocuSigned by:

DC18351248DE4EC...
Chief Administrative Officer
12/13/2024
Date



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: December 18, 2024

Department: Public Works

Title: ARPA - Fargo Sewer Collection System Improvements

Management Update/Work Session Date: September 17, 2024 Audio/Visual aids

Time Required: 5 minutes Contact: Brian Nicholas Phone: x7943

Requested Action: Approve MOU between the Board of Commissioners' Office and Public Works Department for the ARPA - Fargo Interchange Service District Sewer Collection System Improvements project in the amount of \$400,000 in American Rescue Plan Act funds.

Issue, Description & Background: The Fargo Interchange Service District (FISD) was formed in 1992 to provide sewer services to the surrounding commercial businesses of Ehlen Road and the I-5 interchange. The system is operated and maintained by Marion County Public Works as a service to the FISD. Wastewater from this system is sent to the City of Donald's wastewater treatment plant to be treated. FISD's treatment allocation at the Donald treatment plant is limited. The Project will construct improvements to the existing FISD collection system. One of many benefits of this project will be the reduction of groundwater intrusion into the collection system, which will free up sewer capacity for new development.

Financial Impacts: There are no financial impacts. This project is 100% federally funded through the American Rescue Plan Act.

Impacts to Department & External Agencies: There are no impacts to other agencies.

List of attachments: MOU BO-6253-24

Presenter: Brian Nicholas

Department Head Signature: Brian Nicholas Digitally signed by Brian Nicholas Date: 2024.09.10 16:52:36 -07'00'

**MARION COUNTY
MEMORANDUM OF UNDERSTANDING
BO-6253-24**

*American Rescue Plan Act of 2021 –
Coronavirus State and Local Fiscal Recovery
Funds*

This Memorandum of Understanding (“MOU”) is entered into between **Marion County Board of Commissioners Office**, hereinafter referred to as "Board", and **Marion County Public Works**, hereinafter referred to as "Department".

Recitals

- A.** WHEREAS, on March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, together which make up the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program with the Assistance Listing Number (ALN) 21.027. The ARPA/SLFRF program is to provide support to State, territorial, local and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses; and
- B.** WHEREAS, the total ARPA/SLFRF funds allocated to Marion County, as published by the U.S. Treasury, is \$67,559,569, may use funds that meet ARPA/SLFRF eligibility requirements; and
- C.** WHEREAS, Marion County Public Works, a department within Marion County, submitted an application to the Board for \$400,000 in ARPA/SLFRF relief funds to support Fargo Sewer Collection System Improvements; and
- D.** WHEREAS, during a meeting on January 26, 2022, the Board approved the application from the Department; and

Agreement

NOW THEREFORE, the parties understand as follows:

1. Incorporation

The foregoing Recitals are incorporated herein by reference, provided, however, that the Recitals are not to be deemed to modify the express provisions hereinafter set forth. This MOU includes the following exhibits which are incorporated herein:

- A. Exhibit A (The Application)
- B. Exhibit B (Required Federal Terms and Conditions)
- C. Exhibit C (Federal Funding Information for Subrecipients) – Not applicable
- D. Exhibit D (Federal Funding Accountability and Transparency Act Certification)
- E. Exhibit E (ARPA/SLFRF Capital Expenditure Justification Form)
- F. Exhibit F (ARPA/SLFRF Reporting Requirements Form)
- G. Exhibit G (Marion County Disbursement Request)

2. Term of MOU

This MOU covers the period **March 3, 2021 through December 31, 2026**. Department’s costs must be

expended by December 31, 2026.

3. Work to be Performed

Department shall perform the work described in Exhibit A, The Application (the “Work”) in accordance with the terms and conditions of this MOU and other applicable law whether or not described in this MOU. Department shall perform its obligations hereunder efficiently, effectively and within applicable grant timelines, all to the satisfaction of Board.

Changes to the Work by the Department shall require the prior written approval of Board. Requests for and justification of any change must be submitted in writing to the Board and be approved in writing by the Board prior to commencement of the requested change.

4. Consideration; Reporting

- a. The Board has agreed to make an award of funds to the Department not-to-exceed amount of **Four Hundred Thousand Dollars (\$400,000.00)** (the “Grant”). Grant disbursements shall be a reimbursement of funds to Department, based on the budget submitted in Exhibit A, under the following U.S. Treasury eligible category: Infrastructure.
- b. Grant distributions will be made by the Board and Designee to Department monthly with receipt of Exhibit G, Marion County Disbursement Request, that includes supporting documentation and attestation by Department’s authorized signer. The exhibit and supporting documentation shall be sent to ARPArecovery@co.marion.or.us or.
- c. Any desired use of funds by Department that differs from the Work must first be approved in writing, by Board. 100% of the Grant must be used to provide services as indicated in the Work.
- d. The Board and Designee shall provide the report templates to the Department no later than June 15, 2022. See Exhibit F for reporting due dates and requirements.

5. Confidentiality

Department shall and shall require and cause its Subcontractors and vendors to protect the confidentiality of all information concerning clients and other applicants for and recipients of services funded by this MOU. Neither it nor they shall release or disclose any such information except as necessary for the administration of the program(s) funded under this MOU, as authorized in writing by the client, applicant or recipient of such services, or as required by law. All records and files shall be appropriately secured to prevent access by unauthorized persons.

Department shall and shall require and cause its Subcontractors and vendors to ensure that all its officers, employees and agents are aware of and comply with this confidentiality requirement.

6. Subcontractor Monitoring Requirements

Department shall monitor Subcontractor to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. The Department, at a minimum, shall review Subcontractors records and if necessary, perform onsite visits to monitor the activities and expenditures as is reasonable to ensure compliance with applicable ARPA/SLFRF program requirements or as otherwise directed by the Board, but in no case less than at least once during the term of this MOU.

The activities of any Subcontractor shall be monitored to ensure, *inter alia*, that grant funds are used only for authorized purposes in compliance with this MOU, including but not limited to specific program requirements, and that performance goals are achieved as specified in the Work.

7. Expenditures Properly Supported

Expenditures and Requests for Funds shall be supported by Department with properly executed payroll and time records, invoices, contracts, vouchers, orders, canceled checks and/or any other accounting documents pertaining in whole or in part to the MOU (or in the case of Subcontractors, under their respective contracts with Department) in accordance with generally accepted accounting principles and applicable state and federal requirements, including as specified herein and as outlined in 2 CFR 200. The Board or its Designee may require such other information or clarification as it deems necessary or appropriate in its sole discretion.

8. Disallowance of Costs

Department shall cooperate and shall cause its Subcontractors to cooperate with the Board and all appropriate investigative agencies when unallowed or disallowed costs are discovered. The Department shall assist with recovering said costs.

9. Subcontractor Agreements

Department shall require and cause its subcontractors to comply with all applicable provisions of this MOU between the Board and Department, each of which must be specifically incorporated into the Subcontractor contracts in a manner satisfactory to the Board.

All of Department's subcontractor agreements related to this Agreement must include language specifying that such agreements are subject to termination upon such a directive to Department by the Board and that the Board shall not be liable to any of the parties of that agreement or to other persons for directing that such agreement be terminated.

Department shall have a written contract with each subcontractor that is listed in and consistent with the Department's Work that identifies:

- a. The services that the Subcontractor must provide related to the project.
- b. The laws and regulations with which the Subcontractor must comply under the terms of the agreement (including but not limited to program specific requirements such as eligibility criteria, public policy for protecting civil rights and the environment, Subcontractor government-wide administrative mandates affecting the Subcontractor's accounting and record keeping systems, and local laws imposed by Department).
- c. The Department's and the Board's monitoring rights and responsibilities and the methods used by Department for monitoring.
- d. A provision to certify that the Subcontractor is an independent contractor and not an agent of the Board or of Department.
- e. Department may enter into agreements with contractors or subcontractors (collectively, "Subcontracts") for performance of the Project.

(i) Department shall take all reasonable steps to cause its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the Board and its officers, employees and agents (“Indemnitee”) 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) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Department’s contractor or any of the officers, agents, employees or subcontractors of the contractor (“Claims”). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.

- f. Department shall include Exhibits B, D, E, F, and G on all procurement and contract documents and require all contractors or subcontractors to comply.

10. Department Procurements

Departments are responsible for ensuring that any procurement using ARPA/SLFRF funds, or payments under procurement contracts using such funds, are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. All procurement transactions for property or services must be conducted in a manner providing full and open competition. Department must ensure adherence to all applicable local, State, and federal procurement laws and regulations.

11. Prevailing Wage

If this project meets the requirements under U.S. Treasury’s FAQ dated April 27, 2022, section 6.15, the Davis-Bacon Act requirements (prevailing wage rates) do not apply to projects funded solely with ARPA awarded funds. Departments and Subcontractor(s) may be otherwise subject to the requirements of Davis-Bacon Act, when APRA funds are used on a construction project in conjunction with funds from another federal program that requires enforcement of the Davis-Bacon Act. State of Oregon Prevailing Wage Laws will apply to these funds.

- a. The prevailing wage rate requirements that may apply to the Project are set forth in ORS 279C.800 through 279C.870, the administrative rules promulgated thereunder (OAR Chapter 839, Division 25) and Oregon Laws 2021, chapter 678, section 17 (collectively, state “PWR”), or, if applicable, 40 U.S.C. 3141 et seq. (federal “Davis-Bacon Act”). If applicable, Department shall:
 - i. comply with PWR, require its contractors and subcontractors to pay the applicable PWR or Davis-Bacon Act rates, as applicable, and to comply with all other Oregon Bureau of Labor and Industries (“BOLI”) requirements pursuant to the PWR, including on all contracts and subcontracts and in filing separate public works bonds with the Construction Contractors Board;
 - ii. pay to BOLI, within the required timeframe and in the appropriate amount, the project fee required by OAR 839-025-0200 to 839-025-0230, including any additional fee that may be owed upon completion of the Project; and
 - iii. unless exempt under Section 17(2) of Oregon Laws 2021, chapter 678, if Department is a “public body” and the Project is a “qualified project,” as those terms are defined in Section

17(3) of Oregon Laws 2021, chapter 678, Department shall require each contractor in a contract with an estimated cost of \$200,000 or greater to:

- 1) Enter into a project labor agreement that, at a minimum, provides for payment of wages at or above the prevailing rate of wage;
 - 2) Employ apprentices to perform 15 percent of the work hours that workers in apprenticeable occupations perform under the contract, in a manner consistent with the apprentices' respective apprenticeship training programs;
 - 3) Establish and execute a plan for outreach, recruitment and retention of women, minority individuals and veterans to perform work under the contract, with the aspirational target of having at least 15 percent of total work hours performed by individuals in one or more of those groups; and
 - 4) Require any subcontractor engaged by the contractor to abide by the requirements set forth in subparagraphs (i), (ii) and (iii) above, if the work to be performed under the subcontract has an estimated cost of \$200,000 or greater.
- b. Department represents and warrants that it is not on the BOLI current List of Contractors Ineligible to Receive Public Works Contracts and that it will not contract with any contractor on this list.
- c. Pursuant to ORS 279C.817, Department may request that the Commissioner of BOLI make a determination about whether the Project is a public work on which payment of the prevailing rate of wage is required under ORS 279C.840.

12. Amendments

This MOU may be amended only by a written instrument executed by the parties or by their successors.

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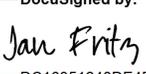
SIGNATURE PAGE

**MARION COUNTY
BOARD OF COMMISSIONERS:**

Chair Date

Commissioner Date

Commissioner Date

Authorized Signature:  12/13/2024
DocuSigned by: DC16351248DE4EC...

Chief Administrative Officer Date

Authorized Signature:  12/12/2024
DocuSigned by: 9793BA7ACD6D443...

Department Head or Designee Date

Reviewed by Signature:  12/12/2024
Signed by: 60C98A6F708240B...

Marion County Legal Counsel Date

Reviewed by Signature:  12/12/2024
DocuSigned by: E4502AF8CAA542C...

Marion County Contracts & Procurement Date

EXHIBIT A
THE APPLICATION

[The Application on Next Page]



2021 MARION COUNTY ARPA FUNDS APPLICATION ROUND 1

Organization Name: Marion County Public Works Department
(on behalf of the Fargo Interchange Service District)

Project Title: Fargo Sewer Collection System Improvements

ARPA Funding Category: 5.2 Centralized Wastewater Collection and Conveyance

I. Organization Information

Legal Name of the Organization: * Marion County Public Works Department

Doing Business As (DBA) Name (if applicable): _____

Employer Identification Number (EIN): * 93-6002307

DUNS Number: ** 167258529

**Organization must be able to obtain a DUNS Number by the time the Contract is executed

Organization Street Address: * 5155 Silverton Road NE

City: Salem State: OR Zip Code: 97305

Organization Mailing Address: _____
(if different from street address)

City: _____ State: _____ Zip Code: _____

Organization Website: * <https://www.co.marion.or.us/PW>
(Please enter "N/A" if none)

Applicant Name: * Brian Nicholas

Applicant Title: * Public Works Director

Applicant Mailing Address: _____
(if different from organization mailing address)

City: _____ State: _____ Zip Code: _____

Applicant Phone: * (503) 588-7943 Applicant E-mail: * bnicholas@co.marion.or.us

Project Contact: _____
(If different from applicant)

Project Contact Phone: _____ Project Contact E-mail: _____

* Response required for application to be considered complete

II. Project Information *(not exceed a total of 25 single-sided, 8.5" x 11" numbered pages)*

1. Describe the organization that will manage the project and include the following:

The Fargo Interchange Service District (FISD) was formed in 1992 by Marion County to provide sewer service to commercial, industrial and residential properties in the immediate vicinity of the I-5: Aurora-Donald Interchange. FISD is managed through an intergovernmental agreement with Marion County Public Works. Marion County will continue to manage FISD as well as the project described in this grant application.

- a. Total estimated project budget is **\$400,000.00**.
- b. Estimated start date and completion dates

Start Date: Project design is already underway
Construction Completion Date: December 31, 2026

- c. List the project team. Include the name, title, employer, and a high-level overview of their role in the project.
 1. Brian Nicholas, PE, Marion County Public Works Director
Role in Project: Department Head
 2. Dennis Mansfield, Deputy Public Works Director
Role in Project: FISD Secretary (District Administrator)
 3. Shane Ottosen Jr., PE, Marion County Public Works Engineering Associate
Role in Project: FISD District Engineer
 4. Walter Fenn, Jr., Marion County Public Works Wastewater Specialist
Role in Project: FISD Water and Wastewater Operator

2. Describe the project need and the impact the project will have on the local community and Marion County.

FISD collects municipal wastewater from the FISD service area and delivers it to the City of Donald's wastewater treatment plant where it is treated. FISD has a fixed capacity to collect and transmit raw wastewater for treatment, which significantly limits economic development within the FISD service area. This Project will improve FISD's existing wastewater collection system to increase collection capacity and reduce groundwater infiltration, which will create new economic development opportunities in the vicinity of the I-5: Aurora-Donald Interchange.

3. Describe the project proposal to be accomplished. Identify each project element and include a timeline and key team member(s) who will work on the project.

This Project will extend and upsize existing FISD sewer collection mainline pipes and cap unused and unusable service laterals. All construction will be performed by a commercial contractor under a competitively bid construction contract. Shane Ottosen, PE, Engineering Associate, will perform design, engineering and construction oversight. Brian Nicholas, PE, Public Works Director will review and approve all contract documents.

4. Describe how the project meets the ARPA eligible categories and the specific category requirements according to U.S. Treasury Guidelines, see [State and Local Fiscal Recovery Funds \(marion.or.us\)](https://www.marion.or.us/BOC/CD/Pages/fiscalrecoveryfunds.aspx). <https://www.co.marion.or.us/BOC/CD/Pages/fiscalrecoveryfunds.aspx>

This Project will construction capital improvements to an existing municipal wastewater collection system, which is eligible under ARPA Eligibility Category 5.2 Centralized Wastewater Collection and Conveyance.

a. Describe how the project meets the ARPA period of performance.

Bidding and award of the proposed construction contract will be completed by December 31, 2024, and all construction and incurrence of all eligible costs will be completed by December 31, 2026.

5. Is this project included in an adopted City/County or organization's plan or another documented community need? For example: City Infrastructure Master Plan, City Economic Development Plan, City Transportation Plan or City Strategic Plan, etc.

Not directly. This project will defer the need for costly expansions to the City of Donald wastewater treatment plant while accommodating economic development. Future wastewater treatment plant expansion is covered in Donald's adopted wastewater treatment plant master plan.

6. Describe the organization's experience as a subrecipient. Describe the capacity to successfully manage and submit reporting requirements for the proposed project as a subrecipient of federal awards.

Marion County manages FISS through an intergovernmental agreement. Marion County has extensive experience in successfully managing and reporting as a subrecipient for federal projects. Procurement of goods and services is completed in compliance with the Marion County Contract Review Board Rules and Regulations (MC/CRBRR) and ORS. Marion County is Certified by ODOT in: Design; Advertising, Bid, & Award; Construction Contract Administration, Direct Appoint Consultant Selection, and Formal/Informal Consultant Selection. Marion County has 15 federal-aid projects to deliver in the current Statewide Transportation Improvements Program (STIP). A single audit for federal projects conducted for FY2019-20 financial transactions resulted in no findings. The county also follows retention record requirements and successfully submits numerous grant reimbursement requests annually. Each grant is closely monitored to ensure expenses are appropriately accounted for.

7. Identify and describe partnerships the organization has secured to assist with the project?

There are no other organizations involved with this Project.

8. Describe how the operations will be funded after the project is complete.

This Project will not increase annual operating costs for the FISS. Long term maintenance of newly construction infrastructure will be performed utilizing regular utility fees collected from FISS customers.

9. Identify and describe other Federal, State, or local government funding the organization has applied for, including ARPA funds from governments. Include the source(s) and amount(s) applied for, and any awards received.

None.

10. Identify and describe other non-governmental funding sources (e.g. fees, donations, grants) the organization has applied for. Include the source(s) and amount(s) applied for, and any awards received.

None.

11. If the total ARPA funding request is not granted, how will the organization be able to complete the project?

There is no other means to complete this Project.

12. Describe how the project will meet project deadlines – include engineering. Identify any reports or other information related to the project such as completed engineering, architectural, or design studies or other technical studies required for the project. Identify the name and a brief description of the completed study. Marion County will request copies of these studies during the technical review period.

Design is 90% complete and the bid package is being prepared as of the date of this funding application. The Project is on schedule to bid this Fall, award by December 31, 2024, and construct during the 2025 construction season.

13. Provide any additional information related to the project.

Attachment 1. Attestation Form

APPLICANT NAME: Brian Nicholas, Marion County Public Works Director

ADDRESS: Marion County Public Works Department, 5155 Silverton Road NE, Salem, Oregon, 97305

PHONE NUMBER: 503.588.5036 EMAIL: bnicholas@co.marion.or.us WEB SITE: www.co.marion.or.us/PW

TAXPAYER ID NUMBER: _____ DATE/STATE OF INCORPORATION: _____

BUSINESS DESIGNATION: Corporation Sole Proprietor Partnership
 S Corporation Non-Profit Government
 Other: _____

CERTIFICATION/LICENSE NUMBER: _____

The undersigned further acknowledges, attests and certifies individually and on behalf of the Applicant that:

1. That this proposal is, in all respects, fair and without fraud; that it is made without collusion with any official of the county; and that the proposal is made without any collusion with any person making another proposal on this Contract.
2. Information and prices included in this proposal shall remain valid for ninety (90) days after the proposal due date or until a Contract is approved, whichever comes first.
3. The Applicant acknowledges receipt of all Addenda issued under the Application.
4. The Applicant certifies that it does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, handicap, financial ability, age or other non-job-related factors as per ORS 659 and USC 42 2000e.
5. The Applicant, acting through its authorized representative, has read and understands all Application instructions, specifications, and terms and conditions contained within the Application and all Addenda, if any;
6. The Applicant agrees to and shall comply with, all requirements, specifications and terms and conditions contained within the Application, including all Addenda, if any;
7. The proposal submitted is in response to the specific language contained in the Application, and Applicant has made no assumptions based upon either (a) verbal or written statements not contained in the Application, or (b) any previously-issued Application, if any.
8. The Applicant agrees that if awarded the Agreement, Applicant shall be authorized to do business in the State of Oregon at the time of the award;
9. The signatory of this Application Form is a duly authorized representative of the Applicant, has been authorized by Applicant to make all representations, attestations, and certifications contained in this proposal document and all Addenda, if any, issued, and to execute this proposal document on behalf of Applicant.
10. By signature below, the undersigned Authorized Representative hereby certifies on behalf of Applicant that all contents of this Application Form and the submitted proposal are truthful, complete and accurate. Failure to provide information required by the Application may ultimately result in rejection of the proposal.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY

MATTERS - The Applicant certifies to the best of its knowledge and belief that neither it nor any of its principals:

1. Are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from submitting bids or proposals by any federal, state or local entity, department or agency;
2. Have within a five-year period preceding the date of this certification been convicted of fraud or any other criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are presently indicted for or otherwise criminally charged with commission of any of the offenses enumerated in item number 2 of this certification;
4. Have, within a five-year period preceding the date of this certification had a judgment entered against contractor or its principals arising out of the performance of a public or private contract;

5. Have pending in any state or federal court any litigation in which there is a claim against contractor or any of its principals arising out of the performance of a public or private contract; and
6. Have within a five-year period preceding the date of this certification had one or more public contracts (federal, state, or local) terminated for any reason related to contract performance.

Where Applicant is unable to certify to any of the statements in this certification, Applicant shall attach an explanation to their offer. The inability to certify to all of the statements may not necessarily preclude Applicant from award of an agreement under this procurement.

IF THE PROPOSAL IS MADE BY A JOINT VENTURE, IT SHALL BE EXECUTED BY EACH PARTICIPANT OF THE JOINT VENTURE.

THIS APPLICATION SHALL BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE APPLICANT; ANY ALTERATIONS OR ERASURES TO THE OFFER SHALL BE INITIALED IN INK BY THE UNDERSIGNED AUTHORIZED REPRESENTATIVE.

SIGNATURE OF APPLICANT'S DULY AUTHORIZED REPRESENTATIVE FOR ALL SECTIONS:

Authorized Signature: 

Print Name: Brian Nicholas

Title: Public Works Director

Contact Person (Type or Print): Dennis Mansfield

Telephone Number: (503) 365-3111

Email: dmansfield@co.marion.or.us

The Applicant will notify the County representative on the cover page of this Application within 30 days of any change in the information provided on this form.

EXHIBIT A
Attachment 2.0
Project Budget Worksheet

Organization Name:	Marion County Public Works Department
Project Title:	Fargo Sewer Collection System Improvements
Project Budget Explanation:	<Please provide a line item detailed budget for the various project costs.>

CATEGORY	Internal/ External	ARPA FUNDS REQUEST	OTHER FUNDS (if applicable)		TOTAL
			AMOUNT	SOURCE	\$ 400,000.00
Materials and Services					
Construction Contract	External	326,961			326,961
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
Totals		\$ 326,961	\$ -		\$ 326,961

Equipment or Capital Purchases					
					-
					-
					-
					-
					-
					-
					-
Totals		\$ -	\$ -		\$ -

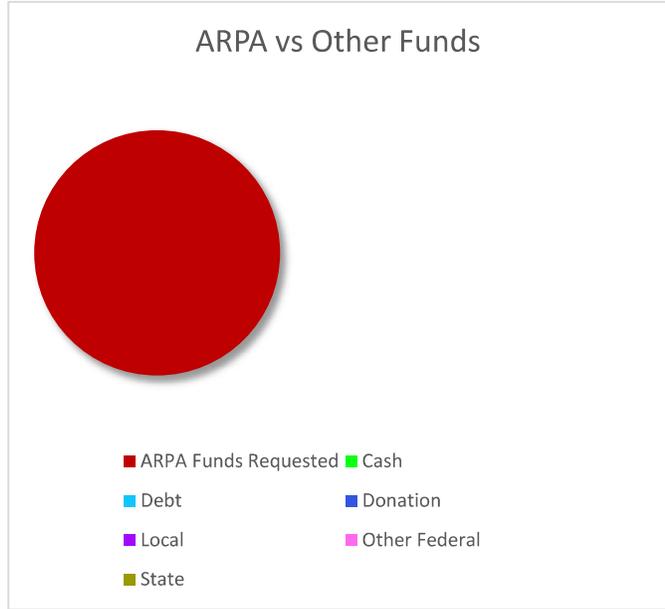
Personnel Costs					
Project Engineer	Internal	10,000			10,000
Construction Engineer	External	43,460			43,460
Wastewater Specialist	Internal	7,579			7,579
					-
Totals		\$ 61,039	\$ -		\$ 61,039

Administrative					
Accountant	Internal	12,000			12,000
					-
Totals		\$ 12,000	\$ -		\$ 12,000

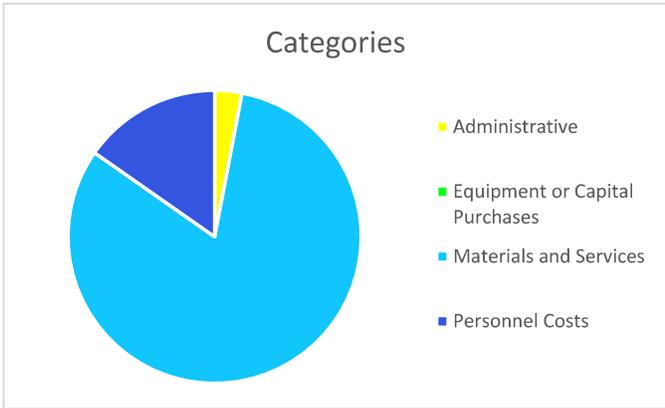
EXHIBIT A
Attachment 2

Project Budget Summary

Total Project Budget	\$	400,000
ARPA Funds Requested	\$	400,000
Other Funds	\$	-
Cash	\$	-
Debt	\$	-
Donation	\$	-
Local	\$	-
Other Federal	\$	-
State	\$	-



Total Project Budget	\$	400,000
Categories		
Administrative	\$	12,000
Equipment or Capital Purchases	\$	-
Materials and Services	\$	326,961
Personnel Costs	\$	61,039



Total Project Budget	\$	400,000
Internal	\$	29,579
External	\$	370,421

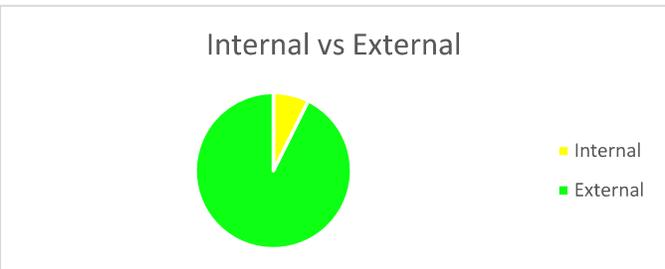


EXHIBIT B
APPENDIX II TO PART 200—CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS
UNDER FEDERAL AWARDS

(A) Contracts for more than the simplified acquisition threshold currently set at \$100,000, which is the inflation adjusted amount determined by the Civilian County Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to

construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or Department wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or Department must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.322 Domestic preference for procurements.

(K) Audit Requirements of 2 CFR §200.5XX (Subpart F)

i. Department must comply, and require any subcontractor to comply, with applicable audit requirements and responsibilities set forth in this MOU and applicable state or federal law.

ii. If Department expends federal awards in excess of \$750,000 in a fiscal year, Department is subject to audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. Copies of all audits must be submitted to Board within 30 days of completion.

iii. Department must save, protect and hold harmless Board from the cost of any audits or special investigations performed by the Secretary of State with respect to the funds expended under this

MOU. Department acknowledges and agrees that any audit costs incurred by Department as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between Department and Board.

(L) System for Award Management. Department must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM. Department must also comply with applicable restrictions on subawards ("subgrants") to first tier subcontractors (first-tier "Subcontractors"), including restrictions on subawards to entities that do not acquire and provide (to the Board) the unique entity identifier required for SAM registration.

(M) Whistleblower Protection Act. Department must comply and ensure the compliance by subcontractors, with 41 U.S.C. 4712, Program for Enhancement of Employee Whistleblower Protection. Department must inform subcontractors, contractors and employees, in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC § 4712.

(N) See § 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.

(O) See § 200.323 Procurement of recovered materials.

(P) Recordkeeping Requirements. Department must maintain records and financial documents for five years after all funds have been expended or returned to the Board. Board may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

Department must agree to provide or make available such records to the Board upon request, and to the Government Accountability Office ("GAO"), U.S. Treasury's Office of Inspector General ("OIG"), and their authorized representative in order to conduct audits or other investigations.

(Q) Civil Rights Compliance. Recipients of Federal financial assistance from the U.S. Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the U.S. Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, U.S. Treasury will collect and review information from non-Tribal recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. U.S. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). U.S. Treasury may request that recipients submit data

for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status. This collection does not apply to Tribal governments.

(R) Equipment and Other Capital Expenditures. Department shall, and shall cause its Subrecipient to, maintain policies and procedures for the management of property and equipment that comply with all requirements of the applicable Uniform Guidance at 2 CFR Part 200, Subpart D, 2 CFR Part 2 CFR Part 200.311, 200.313 and 200.439, and specific requirements of the source of funds. These regulations shall apply to all equipment purchased with federal funding.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014; 85 FR 49577, Aug. 13, 2020]

EXHIBIT D

Federal Funding Accountability and Transparency Act (FFATA) Certification*

Organization Name:		CMS Number:	
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Did your organization have a gross income, from all sources, of less than \$300,000 in your previous tax year?

- Yes (Skip questions "A" and "B" and finish the certification)
- No (Proceed to questions "A" and "B")

A. Certification Regarding % and Amount of Annual Gross Revenue from Federal Awards

Did your organization (1) receive 80% or more of its annual gross revenue **AND** (2) \$25 million or more from federal awards and contracts during the preceding fiscal year?

- Yes If "Yes," proceed to question "B".
- No If "No," skip question "B" and finish the certification.

B. Certification Regarding Public Access to Compensation Information.

Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

- Yes If "Yes", where can this information be accessed?
- No If "No", you must provide the names and total compensation of the top five highly compensated executives below. (For example: *John Blum: \$500,000; Mary Redd: \$50,000; etc.*)

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

As the duly authorized representative (Signor) for the Organization, I hereby certify that the statements made by me in this certification form are true, complete and correct to the best of my knowledge.

Print Name of Authorized Representative

Print Title of Authorized Representative

Signature of Authorized Representative

Date

*Organizations that receive first tier subawards or subcontracts >\$30,000 are required to comply with FFATA requirements per 2 CFR Part 170 and FAR 52.204-10.

EXHIBIT D

Federal Funding Accountability and Transparency Act (FFATA) Certification*

Background on FFATA Requirements

Under the requirements of the Federal Funding Accountability and Transparency Act (Pub. L. No. 109-282), as amended by Section 6202 of Public Law 110-252, that are codified in 2 CFR Part 170, direct recipients of federal grants or cooperative agreements are required to report first-tier subawards and subcontracts of \$30,000 or more to the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS).

Organizations that are requested to complete the FFATA Certification have been identified by Marion County as either a first tier subaward or subcontract and therefore, FFATA requirements are applicable.

Definition of Compensation

Total compensation means the cash and noncash dollar value earned by the executive during the Organizations preceding fiscal year and includes the following: (1) Salary and bonus; (2) Awards of stock, stock options, and stock appreciation rights; (3) Earnings for services under non-equity incentive plans; (4) Change in pension value; (5) Above-market earnings on deferred compensation which is not tax-qualified; and (6) Other compensation, as further defined in FAR 52.204-10(a) and 17 CFR 229.402(c)(2).

EXHIBIT E

**American Rescue Plan Act (ARPA) /
Coronavirus State and Local Fiscal Recovery Funds (SLFRF)**

Capital Expenditure Justification Form

Purpose: To ensure recipient complies with the terms, conditions and requirements of the U.S. Treasury 31 CFR Part 35 SLFRF Final Rule. Recipients must complete and meet the requirements of a written justification for capital expenditures equal to or greater than \$1 million.

Capital Expenditures: Per the Uniform Guidance 2 CFR 200.1, the term “*capital expenditures*” means “expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.”

Organization Name:	Marion County - Public Works		
Organization Contact Completing Form:	Alicia Jones		
Date:	27-Aug-24		
Project Name:	Fargo Sewer Collection System Improvements		
Expenditure Category:	5.1 Clean Water: Centralized Wastewater Treatment		
Type of Capital Expenditure ¹ :			
Specify "Other" Expenditure Type:			
Project Amount:	\$		400,000
Project Threshold Per Table 1:	< \$1M		
CMS # (Marion County to Complete)	4573		

Black shaded cells DO NOT need to be filled out.

1 Describe the harm or need to be addressed.

2 Explanation of why a capital expenditure is appropriate. (For example, recipients should include an explanation of why existing equipment and facilities, or policy changes or additional funding to pertinent programs or services, would be inadequate.)

3 Was there a comparison performed of the approved capital project against at least two alternative capital expenditures?

YES NO

a) If yes, please demonstrate why the approved capital expenditure is superior.

b) If no, please explain why.

¹ Coronavirus State and Local Fiscal Recovery Funds Project and Expenditures Report User Guide - Appendix H

Marion County to complete this section

Grant Reviewer:

Date Reviewed:

Comments:

EXHIBIT E

Table 1 (U.S. Treasury Final Rule, General Provisions: Other, b. Capital Expenditures)

If a project has total expected capital expenditures of	and the use is enumerated in (b)(3), then	and the use is not enumerated in (b)(3), then
Less than \$1 million	No Written Justification required	No Written Justification required
Greater than or equal to \$1 million, but less than \$10 million	Written Justification required but recipients are not required to submit as part of regular reporting to Treasury	Written Justification required and recipients must submit as part of regular reporting to Treasury
\$10 million or more	Written Justification required and recipients must submit as part of regular reporting to Treasury	

EXHIBIT F
ARPA/SLFRF REPORTING REQUIREMENTS FORM

A.1 Project and Expenditure Report

Department shall complete the Project and Expenditure Report as outlined in the Project and Expenditure Report User Guide dated April 1, 2022, according to the awarded eligibility category. The Board and Designee shall provide the Project and Expenditure Report template to the Department no later than June 15, 2022. Once the Department’s total project expenditures have been occurred and the project has completed, a final report shall be submitted, and quarterly reporting requirements will no longer be required.

Project and Expenditure Reports are due according to the following table:

Report	Year	Quarter	Period Covered	Due Date
1	2022	2	Project Commence – June 30	July 15, 2022
2	2022	3	July 1 – September 30	October 15, 2022
3	2022	4	October 1 – December 31	January 15, 2023
4	2023	1	January 1 – March 31	April 15, 2023
5	2023	2	April 1 – June 30	July 15, 2023
6	2023	3	July 1 – September 30	October 15, 2023
7	2023	4	October 1 – December 31	January 15, 2024
8	2024	1	January 1 – March 31	April 15, 2024
9	2024	2	April 1 – June 30	July 15, 2024
10	2024	3	July 1 – September 30	October 31, 2024
11	2024	4	October 1 – December 31	January 15, 2025
12	2025	1	January 1 – March 31	April 15, 2025
13	2025	2	April 1 – June 30	July 15, 2025
14	2025	3	July 1 – September 30	October 15, 2025
15	2025	4	October 1 – December 31	January 15, 2026
16	2026	1	January 1 – March 31	April 15, 2026
17	2026	2	April 1 – June 30	July 15, 2026
18	2026	3	July 1 – September 30	October 15, 2026
19	2026	4	October 1 – December 31	March 15, 2027

A.2 Recovery Plan Performance Report

Department shall complete the Recovery Plan Performance Report. The Board and designee shall provide the Recovery Plan Performance Report template to the Department no later than June 15, 2022.

Recovery Plan Performance Reports are due according to the following table:

Report	Period Covered	Due Date
1	Award Date – June 30, 2022	July 15, 2022
2	July 1, 2022 – June 30, 2023	July 15, 2023
3	July 1, 2023 – June 30, 2024	July 15, 2024
4	July 1, 2024 – June 30, 2025	July 15, 2025
5	July 1, 2025 – June 30, 2026	July 15, 2026
6	July 1, 2026 – December 31, 2026	March 15, 2027

A.3 Federal Funding Accountability and Transparency Act Certification

Department shall require its contractor(s) and subcontractor(s), to complete and include Exhibit D. Federal Funding Accountability and Transparency Act Certification as part of the contract.

A.4 ARPA/SLFRF Capital Expenditure Justification Form

Department shall require its contractor(s) and subcontractor(s) to complete and include Exhibit E. ARPA/SLFRF Capital Expenditure Justification Form as part of the contract.

Exhibit G - Marion County Disbursement Request



Recipient:
 Project Name:
 Funding Program:
 Assistance Listing (CFDA#):

Project Number:
 Date:
 Final Draw? Yes No

Reporting Period: _____ to _____

(A) Category	Marion County Funds				Other / Matching Funds				All Funds
	(B) Approved Budget (Whole Dollars)	(C) Prior Disbursements	(D) Current Request (Linked to Detail)	(E) = [B-C-D] Balance	(F) Approved Budget (Whole Dollars)	(G) Prior Expenditures	(H) Current Expenditure	(I) = [F-G-H] Balance	(J) = [C+D+G+H] Disbursed & Expended
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials and Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment or Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Certification: I certify that the data is correct and that the amount requested is not in excess of current needs, nor has been already reimbursed by federal, state, or other resources.

_____ Date

Authorized Signature and Title

_____ Date

Authorized Signature and Title (if necessary)

_____ Phone Number

Project Contact for Payment Notification

_____ Email Address

For Marion County Use Only: I have reviewed this request and approve payment to the above mentioned recipient in the amount(s) listed below.

Dollar Amount	Costing	PO #
\$ -		CMS #
_____	_____	_____ Date
_____	_____	_____ Date
_____	_____	_____ Date

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 us 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).

Additional Information Required:
 Supporting documentation (e.g. invoice(s), GL reports, timekeeping records, etc.) must be recorded on Detail worksheet.
 Upon completion, print Disbursement Request and Detail to PDF, sign electronically, and attach copies of supporting documentation.
 Submit to ARPArecovery@co.marion.or.us for review and processing of disbursement.
 Questions about this form can also be directed to ARPArecovery@co.marion.or.us.

