

**CITY OF PORTLAND CONTRACT No. 32002277**

**SUBRECIPIENT AGREEMENT  
PROJECT: PORTLAND BUREAU OF TRANSPORTATION – SMART TRIPS,  
CONNECTED COMMUNITIES  
AMENDMENT #1**

This Subrecipient Agreement Amendment #1 is between the City of Portland, a municipal corporation by and through its Bureau of Transportation (“City” or “PBOT”), and Community Cycling Center (“Grantee”) (individually, “Party” and collectively, “Parties”).

Party contacts for this Agreement are:

**For the Grantee**

Community Cycling Center  
1700 NE Alberta St.  
Portland OR 97211  
Attn: Momoko Saunders

**For the City of Portland**

City of Portland  
Bureau of Transportation  
1120 SW 5th Avenue, Suite 1331  
Portland, OR 97204  
Attn: Michael Espinoza / Renata Tirta

**RECITALS:**

WHEREAS, Community Cycling Center and the City are Parties to “City Contract #32002277 Subrecipient Agreement, Project: Portland Bureau of Transportation- Smart Trips, Connected Communities” signed 2020.08.25 (The “Agreement”); Authorized on July 20, 2020, by Ordinance No. 190055; and

WHEREAS, On October 27, 2021, Metro, the grant administrator formally notified project managers that the three-year grant will be extended for an additional fourth year due to the pandemic. The additional year allows for continued work on existing transportation demand management projects and/or changes to programming in response to the pandemic; and

WHEREAS, the Parties wish to amend the Agreement to set forth a new expiration date for completion of the parties’ obligations and responsibilities in connection with providing Smart Trips, Connected Communities programming.

NOW, THEREFORE, the Parties hereby agree as follows:

- I. The Agreement is amended to:
  - a. Update the expiration date of 6/30/2021 to 6/30/2023 in “Section B: Effective Date and Duration”
  - b. Update performance report schedule in Exhibit A to include an additional four quarters as outlined below.

Quarter	Covers activities for	Email report and invoice to PBOT by
Q13	7/1/22-9/30/22	10/4/22

Exhibit A

Q14	10/1/22-12/31/22	1/4/23
Q15	1/1/23-3/31/23	4/4/23
Final Report	4/1/23-6/30/23	7/6/23

II. All other terms and conditions of the Agreement shall remain unchanged and in full force and effect.

III. This Amendment may be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same Amendment.

**APPROVALS:**

IN WITNESS WHEREOF, the City and Community Cycling Center have caused this Amendment to be executed by their duly authorized representative(s) on the date set forth below.

CITY OF PORTLAND

Commissioner-in-Charge  
Portland Bureau of Transportation

Signature  
Date

GRANTEE:

Momoko Saunders, Executive Director  
Community Cycling Center

Signature  
Date

Approved as to form:

**City Attorney**

Signature  
Date