



CONTRACT AUTHORIZATION & SIGNATURE REQUEST

This is to notify you that **Contract** 4400000897 **Amendment** N/A
is ready for your signature.

STEP 1: Please print and sign the following pages, exhibits, and/or attachments from your contract:

- ☒ Contract or amendment Signature Page
- ☐ Exhibit 3 –Independent Contractor (Complete section A or B if it applies)
- ☐ Exhibit 4 – Workers' Compensation Exemption Certificate
- ☐ Exhibit 5 – Equal Employment Opportunity Certification Statement
- ☐ Attachment 7 Criminal History Records Check Certificate
- ☐ ARRA EEO
- ☐ Other:

STEP 2: Return the following documents to the County:

- A complete copy of your contract or amendment (you may choose to resend the same PDF file that was emailed to you)
- Copies of your signed signature pages, exhibits, and attachments, as identified in Step 1 above.

Return the documents by one of the following methods:

Scan and email the Contract to: centralcontracts@multco.us

OR

Return the Contract to the following address by mail or hand delivery

Multnomah County Purchasing
ATTN: Contracts
501 SE Hawthorne Blvd., Suite 125
Portland, Or 97214

STEP 3: No work can begin and no payments can be made until Multnomah County has received and executed the Contract or Amendment. You will be notified when your Contract or Amendment has been executed. If you have questions regarding Steps 1 or 2, please contact us at:

Doreen Blomé at 503-988-3888 doreen.blome@multco.us

If you have any questions regarding Contract language or Amendment changes, please call your Department Representative at:

Name and Phone: Kate James (503) 988-7583

Email: kate.z.james@multco.us

INTERGOVERNMENTAL AGREEMENT
Contract Number 4400000897

This is an Agreement between City of Portland (COP) and Multnomah County (County).

PURPOSE:

The purpose of this agreement is to establish funding resources for the 2014 Governing for Racial Equality Conference. If applicable, this agreement also establishes an arrangement to receive reimbursements from COP should the conference generate sufficient revenues.

The parties agree as follows:

1. TERM

The term of this agreement shall be from March 14, 2014 to March 13, 2015. This agreement may be renewed as mutually agreed by the parties through a written amendment to this Agreement.

2. RESPONSIBILITIES OF COP.

- A. The COP agrees to coordinate and establish the logistics and details necessary to conduct the 2014 Governing for Racial Equity Conference (Event).
- B. COP will coordinate the Event using funding provided under this Agreement, as well as funding available through COP, and agreements similar to this Agreement as established by COP with the City of Seattle and King County, Washington. All four of the parties are expected to be Sponsorship Partners to the Event with Sponsorship Contributions in the following ratios:

Sponsorship Partner	Sponsorship Ratio
Multnomah County	1/3
City of Portland	1/3
King County	1/6
City of Seattle	1/6

- C. COP will provide a written invoice to County detailing the total due for the Sponsorship Contribution. Invoice must be sent to:

Multnomah County
Office of Diversity and Equity
Attn: Kalissa Canyon-Scopes
501 SE Hawthorne Blvd.
Portland Oregon 97214
kalissa.canyon-scopes@multco.us

- D. COP will use the funding provided by County for direct expenses required to conduct business and logistics related to the Event. A summary accounting of the expenses necessary for the Event will be made available to the County upon request.

- E. COP will collect reasonable conference fees, as appropriate, from participants of the Event and will provide a refund of a portion of any proceeds from the Event to the County as a reimbursement of the Sponsorship Contribution.
- F. County refund will be calculated by applying a ratio proportional to the County's Sponsorship Contribution to the total proceeds obtained by COP for conference fees paid by participants of the Event.
- G. There is no guarantee that conference fees will yield proceeds sufficient to provide a refund to the County in the full amount of the Sponsorship Contribution.
- H. Any refunds available under this Agreement will be provided to County by June 30, 2014.

3. **RESPONSIBILITIES OF COUNTY.**

The County agrees to pay a Sponsorship Contribution of \$20,000 to COP, upon execution of this Agreement and within 30 days of receipt of the COP invoice reflecting the Sponsorship Contribution due for the Event.

4. **TERMINATION**

This agreement may be terminated by either party upon 30 day's written notice.

5. **INDEMNIFICATION**

Subject to the conditions and limitations of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300, County shall indemnify, defend and hold harmless COP from and against all liability, loss and costs arising out of or resulting from the acts of County, its officers, employees and agents in the performance of this agreement. Subject to the conditions and limitations of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300 COP shall indemnify, defend and hold harmless County from and against all liability, loss and costs arising out of or resulting from the acts of COP, its officers, employees and agents in the performance of this Agreement.

6. **INSURANCE**

Each party shall each be responsible for providing worker's compensation insurance as required by law. Neither party shall be required to provide or show proof of any other insurance coverage.

- 7. **ADHERENCE TO LAW** Each party shall comply with all federal, state and local laws and ordinances applicable to this agreement.

8. **NON-DISCRIMINATION**

Each party shall comply with all requirements of federal and state civil rights and rehabilitation statutes and local non-discrimination ordinances.

9. **ACCESS TO RECORDS**

Each party shall have access to the books, documents and other records of the other which are related to this agreement for the purpose of examination, copying and audit, unless otherwise limited by law.

10. SUBCONTRACTS AND ASSIGNMENT

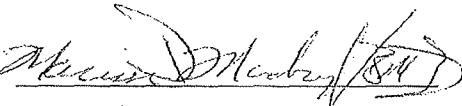
Neither party will subcontract or assign any part of this agreement without the written consent of the other party.

11. THIS IS THE ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the parties. This Agreement may be modified or amended only by the written agreement of the parties.

MULTNOMAH COUNTY, OREGON:**CITY OF PORTLAND, OREGON**

County Chair or Designee:



Signature:

Date:

3/31/2014

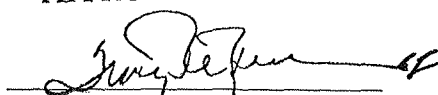
Print Name:

Title:

Date:

JENNY M. MADKOUR,

COUNTY ATTORNEY FOR MULTNOMAH COUNTY

Approved as to form
by:**APPROVED AS TO FORM**

By
Assistant County Attorney

/s/Jenny M. Madkour

Date:

CITY ATTORNEY

Date:

3/27/14
4/18/14