

THIS AGREEMENT entered into this 22 day of March, 1985, by and between DATA MANAGEMENT CONSULTANTS, INC., hereinafter referred to as Consultant and the BOARD OF TRUSTEES, FIRE AND POLICE DISABILITY AND RETIREMENT FUND of the City of Portland, Oregon, hereinafter referred to as the "Board,"

W I T N E S S E T H :

WHEREAS, the Board is charged with the responsibility of supervising and administering the Fire and Police Disability, Retirement and Death Benefit Plan (Chapter V, Charter, City of Portland, Oregon), and

WHEREAS, the Board is desirous of obtaining a feasibility study and requirements analysis of its data management needs, and

WHEREAS, Consultant has indicated that it is experienced in making such a study and is capable of providing such an analysis.

NOW, THEREFORE, in consideration of the mutual covenants, agreements and stipulations by and between the Board and Consultant, the Board and Consultant agree as follows:

I SCOPE OF WORK.

- A. Consultant shall review the entire administrative work flow process currently utilized by the Board in administering the Fire and Police Disability, Retirement and Death Benefit Plan (Plan).
- B. Following its review of the administrative processes used in administering the Plan, Consultant shall

prepare a report identifying alternate levels of automation which would be appropriate and allow the Board to administer the Plan in a more efficient and economical manner. Consultant shall document the costs incurred and efficiencies gained at each level.

C. Consultant shall also identify and make recommendations concerning any software programs and hardware which would be necessary to implement any office automation identified by Consultant.

D. The work envisioned by this agreement shall be contained in a written report which can be used by the Board as a current and future office automation plan. The written report shall contain the technical specifications necessary to issue a Request for Proposal to implement the recommendations. In addition to the final written report, Consultant shall also appear before the Board and present an oral explanation of the findings and recommendation contained in Consultant's written report. All working documents obtained by or created by Consultant shall become the property of the Board.

## II TIME FOR PERFORMANCE.

Consultant agrees to commence its evaluation of the data processing needs of the Board as soon as this agreement is

executed, and agrees to complete the entire project within 90 days after the execution of this agreement.

### III PAYMENT.

The Board shall pay Consultant for its services hereunder at the rate of \$50.00 per hour of professional time but the total sum for which the Board shall be obligated hereunder shall not exceed the sum of \$5,000.00. Such amounts as may become due to the Consultant because of this contract shall be paid on a monthly basis upon receipt by the Board of a written statement from the Consultant (1) specifying the total work accomplished hereunder in the time period for which payment is requested and (2) requesting payment for such work. Consultant shall maintain supporting schedules for its billings.

### IV MISCELLANEOUS.

Prior to commencing performance of any work under this agreement. Consultant must have on file with the Secretary of the Fire and Police Disability and Retirement Fund a certificate that establishes that consultant has qualified as a carrier insured employer or self-insured employer pursuant to ORS 656.407.

IN WITNESS WHEREOF, Consultant has executed this agreement in triplicate and the Board has caused this agreement to be executed, in triplicate, by its Deputy Secretary as authorized

pursuant to Resolution No. 242, all on the day and year  
first above written.

Data Management Consultants, Inc.

By Walter J. Aito  
Vice President (Title)

Board of Trustees  
Fire and Police Disability and  
Retirement Fund

By David E. Cook  
Deputy Secretary