

Exhibit B

PSU Agreement #557686  
City of Portland IGA #30006407

**Amendment No. 2 to City of Portland IGA # 30006407/PSU Contract #557686**  
**Between**  
**Portland State University**  
**and**  
**City of Portland**

This is Amendment No. 2 (“Amendment”) to the Agreement (“Agreement”) entered into by and between Portland State University on behalf of its Mark O. Hatfield School of Government Center for Public Service (“PSU”) and City of Portland (“CITY”).

Whereas, PSU and CITY wish to amend the Agreement; now therefore, the parties agree to amend the Scope of Cooperation section as follows:

- Under PSU Agrees To; Section 3.7 is hereby added to the agreement:  
"If the CITY requests a fellow placement off-cycle from the fellowship program-year, or requests a specific skill set that requires a customized recruitment, and a Hatfield Resident Fellow is not available for the placement or when deemed appropriate, PSU may propose a Public Service Fellow in lieu of a Hatfield Resident Fellow for the CITY's consideration, in order to be responsive to ad hoc requests for talent. Public Service Fellows are qualified to complete the same types of projects as Hatfield Resident Fellows, but may have different eligibility criteria and Institute and professional development options than Hatfield Resident Fellows. If a Public Service Fellow is placed with the CITY, all references in this Agreement to Hatfield Resident Fellows shall apply to the Public Service Fellow placement except as modified herein."
- Exhibit A Statement of Work updated to include Public Service Fellows

Except as expressly amended above, all other terms and conditions of the original Agreement and Amendment 1 shall remain unchanged and in full force and effect. CITY and PSU, by the signature of their authorized representatives, hereby acknowledge that they have read this Amendment, understand it, and agree to be bound by its terms and conditions.

**Portland State University Signatures**

By: <u></u>	Date: <u>3/8/2021</u>
<small>C61C3266CBA844B...</small> Director, Center for Public Service	
By: <u></u>	Date: <u>03/09/2021</u>
Contracts Officer	

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**CITY OF PORTLAND SIGNATURES**

By: N/A Date: \_\_\_\_\_  
Chief Procurement Officer

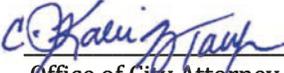
By: N/A Date: \_\_\_\_\_  
Elected Official

By: **Cathy L. Bless** Digitally signed by Cathy L. Bless  
Date: 2021.03.31 16:24:34 -07'00' Date: 3/31/21  
Chief Human Resource Officer

Approved:

By: N/A Date: \_\_\_\_\_  
Office of City Auditor

Approved as to Form:

By:  Date: March 31, 2021  
Office of City Attorney

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**EXHIBIT A**

**Hatfield Resident Fellows/Public Service Fellow Program Statement of Work ("SOW")**

The purpose of this SOW is to outline the project(s) that will be performed by the Hatfield Resident Fellow or Public Service Fellow, the products that will be delivered, and the responsibilities of both CITY and the Fellow. The work described in the SOW shall reflect new or unique project-specific activity and not day-to-day operational tasks. This SOW must identify the requirements and deliverables of the work at hand in sufficient detail to ensure the interests and obligations of both Parties are understood prior to the start of the Fellowship. This SOW is subject to the terms and conditions of PSU Agreement #557686 as amended.

**Name of Fellow**  
**Name of AGENCY**  
**Agency Address**

**Agency Lead Contact for this Project**

**Agency Lead Contact Information (telephone and email)**

**Proposed Start Date – End Date:**

**Fellow Standard Position Description**

Hatfield Resident Fellows or Public Service Fellows are expected to work independently and with AGENCY on a wide range of initiatives and shall provide advanced knowledge and skills. The work assignments are strictly limited to professional level duties. Fellows shall perform professional level and specialized work that may include: conducting assessments; writing policy reports and briefs; performing analysis; conducting procedural studies; handling technical planning. Work shall be performed under the supervision of PSU, and Fellows will work on-site at the sponsor agency. Fellows are expected to meet the quality and productivity goals established by the sponsor agency in this SOW and are expected to participate in professional development and networking activities provided by PSU.

**Project Description & Objectives**

OTHER

**Project Deliverables**

**Quality Standards and Acceptance**

**Completion of Fellowship Institute at Portland State University**

Both Parties agree that the Fellow shall be released from their normal project duties for a pre-scheduled institute and pre-scheduled, monthly, half-day professional development programs delivered by Portland State University.

**Other Salient Information**

None

**Agency Supervisor:**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_

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Title

**Center for Public Service:**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

**Portland State University Contracts Officer:**

\_\_\_\_\_  
Signature Date