

COA-10  
05/19/71  
d-32-01A

PORTLAND MODEL CITIES

CONTRACT CHANGE ORDER

Transfer \$2,375 from line item 2 to line item 4

CONTRACT # 10-02 CHANGE # 1

PROJECT NAME AND # Pre-school Expansion 10-02

OPERATING AGENCY Portland Public Schools

CHANGE REQUESTED BY Lee DeLance DATE August 23, 1971

PROGRAMMATIC IMPACT none

FINANCIAL IMPACT none

☐ SUPPORTING DOCUMENTS OR CORRESPONDENCE ATTACHED

APPROVED:

MAYOR \_\_\_\_\_ DATE \_\_\_\_\_

MODEL CITIES DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_

☐ This change is not substantial in nature and money will not exceed total budgeted for this project; the change will become effective immediately.

☐ This change will require an ordinance and City Council's approval before it can become effective.

☐ This change will require confirmation or approval by HUD before it can become effective.

10-02 Pk-School Expansion 133097  
RECEIVED

AUG 20 10 26 AM 1971

# ACCEPTANCE

GEORGE YERKOVICH, AUDITOR  
CITY OF PORTLAND, ORE.

BY EP

Portland, Oregon, August 5, 1971

GEORGE YERKOVICH  
Auditor of the City of Portland,  
Room 202, City Hall  
Portland, Oregon 97204

Dear Sir:

This is to advise the City of Portland, Oregon, that I hereby accept the terms and provisions of Ordinance No. 133097, passed by the Council August 4, 1971, amending Contract No. 12833 by and between the City of Portland and School District No. 1, Multnomah County, Oregon, so as to extend the services provided under said contract to and including June 15, 1972, increasing the cost of said contract by \$57,418, providing for acceptance of this ordinance, and declaring an emergency,

and in consideration of the benefits to be received thereunder by me I hereby agree to abide by and perform each and all of the terms and provisions thereof applicable to me.

Very truly yours,

[CORPORATE  
SEAL]

SCHOOL DISTRICT NO. 1  
\*BY: [Signature]  
Intergovernmental Specialist

631 N. E. Clackamas, Portland (32)  
Address

Approved as to form:

[Signature]  
City Attorney

\*When an acceptance is required from a firm or corporation the Acceptance must be signed by an officer of the firm or corporation stating his or her official title, and corporations must affix the corporate seal.

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

(Use This Form as a Budget for Each Activity (Including Relocation)  
Funded Under Section 105 of Title I of the Demonstration Cities and  
Metropolitan Development Act of 1966)

## 1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND MODEL CITIES AGENCY

## 2. BRIEF DESCRIPTIVE TITLE OF ACTIVITY

PRESCHOOL EXPANSION 10-02

## 3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

PORTLAND PUBLIC SCHOOL-EARLY CHILDHOOD EDUCATION  
220 N. E. Beech  
Portland, Oregon 97212

## 4. TYPE OF ENTITY - Is the entity a (Check applicable box or boxes):

☐ City Department

☒ Public Agency

☐ Neighborhood-based

☐ Private (Nonprofit)

☐ Private (Profit Making)

☐ Other (Specify)

## 5. PREVIOUS APPLICATION - Has this activity, in substantially its present form, ever been the subject of a previous application for Federal financial assistance?

☐ NO

☒ YES

If "YES", attach an explanatory statement.

- This project was approved and funded for \$58,257 for the First Action Year.  
Funds requested are necessary for the direction of this project for the  
Second Action Year.

## 6. MAINTENANCE OF EFFORT - Any activity which is an extension to the Model Neighborhood or an upgrading of existing services must be accompanied by an explanatory statement which shows that the extension or upgrading being funded by this budget is an addition to and not a substitution of local efforts.

In addition to this project, the School District is presently operating Educational Aide/Intern Programs funded at over \$1,033,059.

## 7. METHOD OF ALLOCATION - If cost is to be shared by others add an explanatory statement which identifies the sharing entity (or entities) and the method of allocation.

This will be a \$92,690 project. MCA share will be \$81,674. Portland Public School District will contribute \$11,016.

School District may make changes within a cost category if said changes do not exceed the total amount provided for said category and provided that prior approval of the Director of the Portland City Demonstration Agency is obtained. All other changes require the written approval of the Mayor of the City of Portland.

## 8. BUDGET

a. COST CATEGORY	b. ESTIMATED COST	c. MCA SHARE (If cost is being shared with others)
(1) Personnel	\$ 68,534	\$62,878
(2) Consultants and Contract Services	13,315	12,835
(3) Travel	1,400	1,400
(4) Space	6,068	1,188
(5) Consumable Supplies	1,783	1,783
(6) Rental, Lease, or Purchase of Equipment	500	500
(7) Other: Telephone	500	500
Unforeseen costs	590	590
TOTAL	\$ 92,690	\$81,674

## 9. SUBMISSION:

a. \_\_\_\_\_ b. \_\_\_\_\_  
Signature and Title of Authorized Official Date

## 10. APPROVAL:

a. \_\_\_\_\_ b. \_\_\_\_\_  
Signature and Title of Authorized HUD Official Date

## PERSONNEL

(Attach This Form to Each Activity Budget Justification)

## 1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND MODEL CITIES AGENCY

## 2. BRIEF DESCRIPTIVE TITLE OF PROJECT OR ACTIVITY

PRESCHOOL EXPANSION 10-02

## 3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Portland Public Schools, Early Childhood Education  
 220 N. E. Beech  
 Portland, Oregon 97212

a. NUMBER OF PERSONS	b. POSITION OR TITLE	c. AVERAGE SALARY MONTH	d. PERCENT OF TIME ON UNDERTAKING	e. MONTHS TO BE EMPLOYED	f. COST (c x d x e)
4	Teachers (190 days)	850	100	10	\$34,000
3	Teacher Aides (190 days)	413	100	10	11,757
1	Social Work Aide	413	100	10	3,919
1	Secretary	500	100	10	5,000

## COST OF FRINGE BENEFITS (Indicate Basis for Estimate)

TOTAL, PERSONNEL	54,676
Fringe Benefits @ 15% 8,202	8,202
TOTAL, PERSONNEL	\$62,878

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## BUDGET JUSTIFICATION

(Attach This Form to Each Budget for a Capital Project,  
Activity, and to the Program Administration Budget)

## 1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND MODEL CITIES AGENCY

## 2. BRIEF DESCRIPTIVE TITLE OF CAPITAL PROJECT OR ACTIVITY

PRESCHOOL EXPANSION 10-02

## 3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Portland Public School-Early Childhood Education  
220 N. E. Beech Street  
Portland, Oregon 97212

## 4. DESCRIPTION OF ITEM\* AND BASIS FOR VALUATION\*\*

AMOUNT OR VALUE  
OF ITEM

## (2) CONSULTANTS AND CONTRACT SERVICES

1. Lunches	\$4,590
2. Snacks	2,295
3. Health & Dental Service for 90 children	4,950
4. Parent Education	1,000
5. Scholarships	500
6. Accident insurance	225

\$12,835

\* For personnel costs use Personnel justification form.

\*\* Describe the item in sufficient detail to insure that it is adequately identified and indicate the basis for determining or computing its value.  
example, office space rental for two professionals: 150 square feet at \$2.00 per square foot, including utilities and janitorial services.

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## BUDGET JUSTIFICATION

(Attach This Form to Each Budget for a Capital Project,  
Activity, and to the Program Administration Budget)

## 1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND MODEL CITIES AGENCY

## 2. BRIEF DESCRIPTIVE TITLE OF CAPITAL PROJECT OR ACTIVITY

PRESCHOOL EXPANSION 10-02

## 3. NAME, ADDRESS AND ZIP CODE OF PARTICIPATING ENTITY

Portland Public School-Early Childhood Education  
220 N. E. Beech Street  
Portland, Oregon 97212

## 4. DESCRIPTION OF ITEM\* AND BASIS FOR VALUATION\*\*

AMOUNT OR VALUE  
OF ITEM

## (3) TRAVEL

Field trips and admissions \$ 300

Local mileage (home visit @ 10¢ per mi.) 500

Professional conferences 600

\$1,400

\* For personnel costs use Personnel justification form.

\*\* Describe the item in sufficient detail to insure that it is adequately identified and indicate the basis for determining or computing its value.  
-example, office space rental for two professionals: 150 square feet at \$2.00 per square foot, including utilities and janitorial services.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

BUDGET JUSTIFICATION

(Attach This Form to Each Budget for a Capital Project,  
Activity, and to the Program Administration Budget)

1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND MODEL CITIES AGENCY

2. BRIEF DESCRIPTIVE TITLE OF CAPITAL PROJECT OR ACTIVITY

PRESCHOOL EXPANSION 10-02

3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Portland Public School -Early Childhood Education  
220 N. E. Beech Street  
Portland, Oregon 97212

4. DESCRIPTION OF ITEM\* AND BASIS FOR VALUATION\*\*

AMOUNT OR VALUE  
OF ITEM

(4) SPACE

Room rental - 1 room Augustana  
Lutheran Church @ \$125 per mo.

\$1, 188

\$1,188

\* For personnel costs use Personnel justification form.

\*\* Describe the item in sufficient detail to insure that it is adequately identified and indicate the basis for determining or computing its value.  
Example, office space rental for two professionals: 150 square feet at \$2.00 per square foot, including utilities and janitorial services.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

BUDGET JUSTIFICATION

(Attach This Form to Each Budget for a Capital Project, Activity, and to the Program Administration Budget)

1. NAME OF CITY DEMONSTRATION AGENCY <b>PORTLAND MODEL CITIES AGENCY</b>	
2. BRIEF DESCRIPTIVE TITLE OF CAPITAL PROJECT OR ACTIVITY <b>PRESCHOOL EXPANSION 10-02</b>	
3. NAME, ADDRESS AND ZIP CODE OF OPERATING CITY <b>Portland Public School-Early Childhood Education 220 N. E. Beech Street Portland, Oregon 97212</b>	
4. DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
<b>(5) CONSUMABLE SUPPLIES</b>  <b>Instructional materials - Office Supplies</b>	  <b>\$1,783</b>

\* For personnel costs use Personnel justification form.  
\*\* Describe the item in sufficient detail to insure that it is adequately identified and indicate the basis for determining or computing its value.  
Example, office space rental for two professionals: 150 square feet at \$2.00 per square foot, including utilities and janitorial services.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

BUDGET JUSTIFICATION

(Attach This Form to Each Budget for a Capital Project, Activity, and to the Program Administration Budget)

1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND MODEL CITIES AGENCY

2. BRIEF DESCRIPTIVE TITLE OF CAPITAL PROJECT OR ACTIVITY

PRESCHOOL EXPANSION 10-02

3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Portland Public School-Early Childhood Education  
220 N. E. Beech Street  
Portland, Oregon 97212

4. DESCRIPTION OF ITEM\* AND BASIS FOR VALUATION\*\*

AMOUNT OR VALUE  
OF ITEM

(6) RENTAL, LEASE, OR PURCHASE OF EQUIPMENT

Instructional equipment and furniture

\$500

\* For personnel costs use Personnel justification form.

\*\* Describe the item in sufficient detail to insure that it is adequately identified and indicate the basis for determining or computing its value. Example, office space rental for two professionals: 150 square feet at \$2.00 per square foot, including utilities and janitorial services.

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## BUDGET JUSTIFICATION

(Attach This Form to Each Budget for a Capital Project,  
Activity, and to the Program Administration Budget)

## 1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND MODEL CITIES AGENCY

## 2. BRIEF DESCRIPTIVE TITLE OF CAPITAL PROJECT OR ACTIVITY

PRESCHOOL EXPANSION 10-02

## 3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Portland Public School - Early Childhood Education  
220 N. E. Beech Street  
Portland, Oregon 97212

## 4. DESCRIPTION OF ITEM\* AND BASIS FOR VALUATION\*\*

AMOUNT OR VALUE  
OF ITEM

## (7) OTHER COSTS

Telephones

\$500

Unforeseen Costs

590

\$1,090

\* For personnel costs use Personnel justification form.

\*\* Describe the item in sufficient detail to insure that it is adequately identified and indicate the basis for determining or computing its value.  
Example, office space rental for two professionals: 150 square feet at \$2.00 per square foot, including utilities and janitorial services.

AUG 25 1971

ORDINANCE NO.

133097

Accepted

Recorded

An Ordinance amending Contract No. 12883 by and between the City of Portland and School District No. 1, Multnomah County, Oregon, so as to extend the services provided under said contract to and including June 15, 1972, increasing the cost of said contract by \$57,418, providing for acceptance of this ordinance, and declaring an emergency.

The City of Portland ordains:

Section 1. The Council finds that pursuant to Ordinance No. 129365, the City entered into a contract with the Department of Housing and Urban Development, whereby funds would be made available to the City to conduct a Model City Program; that as part of said program and pursuant to Ordinance No. 131291, the City entered into Contract No. 12883 with School District No. 1, Multnomah County, Oregon, to provide certain services in connection with said Model Cities Program; that said contract expired on June 15, 1971, so as to coincide with the termination of the Model Cities First Action Year; that the Model Cities Second Action Year begins June 16, 1971, and terminates June 15, 1972; that Ordinance No. 132963 extended Contract No. 12883 46 days into the Second Action Year (June 16, 1971 to July 31, 1971) at a cost to the City of \$10,210; that said contract, as amended, expires on July 31, 1971; that the Director of the Model Cities Agency has recommended that said contract, as amended, be extended to June 15, 1972, so as to coincide with the end of the Second Action Year; that the cost to the City to extend said contract from August 1, 1971, to June 15, 1972, will be \$57,418; that said amount of \$57,418 is available to the City within the Model Cities Fund; that it should be a condition of such an extension that a new budget be added to said contract to replace the budget currently attached to said contract; and that School District No. 1 contribute \$11,016 toward the contract project as indicated by said new budget; that an appropriate form of budget is attached hereto, marked Exhibit "A", which budget provides for a total expenditure by the City pursuant to Contract No. 12883 for the Second Action Year (June 16, 1971 to June 15, 1972) in the amount of \$81,674 (the \$81,674 consists of \$14,046 unexpended at the end of the First Action Year [June 15, 1971] plus the amount of \$10,210 provided by the extension of said contract from June 16, 1971 to July 31, 1971 [Ordinance No. 132963] and the amount of \$57,418 to be added to said contract by this ordinance); that Contract No. 12883 should be extended retroactively from August 1, 1971, to June 15, 1972; now; therefore, Contract No. 12883 by and between the City of Portland and School District No. 1, Multnomah County, Oregon, is

## ORDINANCE No.

hereby amended so as to extend said contract retroactively from August 1, 1971, to June 15, 1972, at a cost to the City of \$57,418 provided that School District No. 1, Multnomah County, Oregon, contributes \$11,016 toward the total project cost as indicated in the budget attached hereto; and the budget attached hereto as Exhibit "A" is hereby made a part of said contract, replacing the budget presently attached to said contract, and all references in said contract to the budget shall be interpreted to mean the budget attached hereto as Exhibit "A"; all other terms and provisions of said contract shall remain in full force and effect.

Section 2. This Ordinance shall be an effective amendment to the contract described in Section 1 hereof upon acceptance of the terms of this ordinance in writing by School District No. 1, Multnomah County, Oregon.

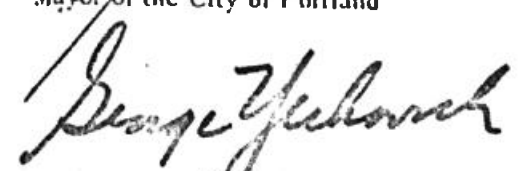
Section 3. Inasmuch as this ordinance is necessary for the immediate preservation of the public health, peace and safety of the City of Portland in this: In order that the project provided for in Contract No. 12883 may be continued without undue delay; therefore, an emergency hereby is declared to exist, and this ordinance shall be in force and effect from and after its passage by the Council.

Passed by the Council, **AUG 4 1971**

Mayor Schrunk  
July 29, 1971  
WRS:dle

Attest:

  
Mayor of the City of Portland

  
Auditor of the City of Portland

A-32-016



# PORTLAND PUBLIC SCHOOLS

220 Northeast Beech Street / Portland, Oregon 97212

INTER AREA PROGRAMS

September 27, 1971

Mr. C. Watts Yancey  
Model Cities Agency  
5329 N. E. Union Avenue  
Portland, Oregon 97211

Dear Mr. Yancey:

Enclosed is a contract change order requesting the shifting of funds from one line item to another in the Pre-School Expansion Project, No. 10-02. Favorable consideration is requested to permit us to pay increased space cost above our earlier projections.

Sincerely,

Robert C. Hughley  
Director

RCH:mm  
Enc.

RECEIVED

SEP 30 1971

MODEL CITIES

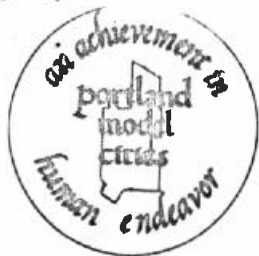
RECEIVED

OCT 21 1971

ADMINISTRATION

RECEIVED  
9/30/71

20



## CONTRACT CHANGE ORDER

DATE 9/27/71

CONTRACT NO. \_\_\_\_\_ CHANGE NO. 1

PROJECT NAME Pre-School Expansion

PROJECT NO. 10-02

OPERATING AGENCY Portland Public Schools

REQUESTER Robert C. Hughley

PROGRAMMATIC IMPACT None

FINANCIAL IMPACT None

\_\_\_\_\_ THIS CHANGE IS NOT SUBSTANTIAL IN NATURE AND MONEY WILL NOT EXCEED TOTAL BUDGETED FOR THIS PROJECT; THE CHANGE WILL BECOME EFFECTIVE IMMEDIATELY.

\_\_\_\_\_ THIS CHANGE WILL REQUIRE AN ORDINANCE AND CITY COUNCIL APPROVAL BEFORE IT CAN BECOME EFFECTIVE.

\_\_\_\_\_ THIS CHANGE WILL REQUIRE CONFIRMATION OR APPROVAL BY HUD BEFORE IT CAN BECOME EFFECTIVE.

SUPPORTING DOCUMENTATION ATTACHED YES \_\_\_\_\_  
NO \_\_\_\_\_

APR \_\_\_\_\_ DISAPP \_\_\_\_\_ DATE \_\_\_\_\_  
GDA DIRECTOR

\_\_\_\_\_  
MAYOR



RECEIVED  
OCT 21 1971  
ADMINISTRATION

CDA-092



# CONTRACT CHANGE REQUEST

— FOR CDA USE ONLY —

IDENT NO. \_\_\_\_\_

CONTRACT NO. \_\_\_\_\_

CHANGE NO. \_\_\_\_\_

CHANGE TYPE

BUDGETARY ☐

PROGRAMMATIC ☐

AGENCY Portland Public Schools

ADDRESS 220 N.E. Beech

PREPARED BY Robert C. Hughley DATE 9/27/71

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE $\pm$	REVISED BUDGET
1 0	SALARIES (INCLUDING FRINGE BENEFITS)	62,878		62,878
2 0	CONTRACTED SERVICES, (INCLUDING AUDITING)	12,610	-2,375	10,235
3 0	TRAVEL, LOCAL	800		800
3 5	TRAVEL, OUT OF TOWN	600		600
4 0	CONSUMABLE SUPPLIES	1,783		1,783
5 0	SPACE (INCLUDING RENOVATION)	1,188	+2,375	3,563
5 5	UTILITIES (INCLUDING TELEPHONE)	500		500
6 0	FURNITURE & EQUIPMENT (RENTAL)			
6 5	FURNITURE & EQUIPMENT (PURCHASE)	500		500
7 0	INSURANCE	225		225
7 1	MAINTENANCE & EQUIPMENT			
7 9	MISC. EXPENSES	590		590
TOTALS		81,674	0	81,674

JUSTIFICATION:

RECEIVED

OCT 21 1971

ADMINISTRATION

SIGNATURE

CDA-132



no ill.

05/5-010

05-32-01B

TO: Mr. Charles Jordan  
Director

FROM: C. Watts Yancey  
Social Coordinator

DATE: November 22, 1971

RE: Contract Change Request for Pre-School Expansion  
(10-02-00)

The contract change request by the Portland Public School for project #10-02-00 - Pre-School Expansion has been reviewed.

The Social Coordinator recommends approval.


Attached is a letter from the Director of the project, Miss Lee Dellance, justifying the request.

There will be no change in program thrust or reduction in number of children serviced.

CWY

*C. Watts Yancey*

Attachment

cc: Official files (2)   
Deputy Dir/Raubeson  
Adm Mgt Coord/Roberts  
Planning Assist/Ollison  
Author/Yancey  
11/22/71

D- 32- 01 B- file - Pre. School  
Expansion  
Proj.

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Inter-Office Memorandum

DEC 21 1971

December 17, 1971

TO: Ed Warmoth, M. C. Coordinator  
Mayor's Office

FROM: Elvin D. Roberts  
Administrative Management Coordinator

SUBJECT: PRE-SCHOOL EXPANSION CONTRACT CHANGE REQUEST

Attached is a Contract Change Request from School District No. 1. This request would reallocate \$2,375 from contracted services to space. The items deducted under contracted services are as follows:

- (a) \$1,000 from lunches: this is possible because of recent legislation which gives the school district more funds under the National School Lunch Program.
- (b) \$1,000 from medical services: this is possible due to the volunteer services of Dr. Margaret Wayson.
- (c) \$375 from snack: this is possible also due to additional funds from the National School Lunch Program.

The additional funds for space are necessary to provide for increased space costs and provide adequate space for ninety (90) children. This change also transfers \$225 from contracted services which were for insurance to the insurance category. These funds were already approved as budgeted.

Initially, the City Demonstration Agency had considerable reservations about this requested change. We now feel we have adequate assurance from the School District that the level of services to the children will be maintained and that this change is necessary and beneficial to the project.

EDR: 

EDR:cfc

Attachment

cc: C. Jordan/Director  
A. Raubeson/Deputy Director  
B. Oberhue/Financial Specialist  
B. Jones/City Auditor's Office

RECEIVED  
JAN 21 1972  
MODEL CITIES

SV



# CONTRACT CHANGE ORDER

DATE 12-17-71

CONTRACT NO. 12833 CHANGE NO. 1 - 2nd Action Year  
PROJECT NAME PRE-SCHOOL EXPANSION  
PROJECT NO. 10-02  
OPERATING AGENCY PORTLAND SCHOOL DISTRICT #1

REQUESTER Dr. Robert Hughley

PROGRAMMATIC IMPACT None

FINANCIAL IMPACT Would transfer \$2,375 from contracted services to space to provide more adequate facilities for 90 children.

- ☒ THIS CHANGE IS NOT SUBSTANTIAL IN NATURE AND MONEY WILL NOT EXCEED TOTAL BUDGETED FOR THIS PROJECT; THE CHANGE WILL BECOME EFFECTIVE IMMEDIATELY.
- ☐ THIS CHANGE WILL REQUIRE AN ORDINANCE AND CITY COUNCIL APPROVAL BEFORE IT CAN BECOME EFFECTIVE.
- ☐ THIS CHANGE WILL REQUIRE CONFIRMATION OR APPROVAL BY HUD BEFORE IT CAN BECOME EFFECTIVE.

SUPPORTING DOCUMENTATION ATTACHED YES ☒ NO ☐

APR ☐

DISAPP ☐

David L. Liden  
CDA DIRECTOR

DATE 12-20-71

Henry H. Hark  
MAYOR

1/7/72

# CONTRACT CHANGE REQUEST

FOR CDA USE ONLY

IDENT NO. 10-02  
 CONTRACT NO. 12833  
 CHANGE NO. 1-2nd A. Y.  
 CHANGE TYPE  
 BUDGETARY ☒  
 PROGRAMMATIC ☐

AGENCY Portland Public Schools (Pre-School Expansion)  
 ADDRESS 220 N.E. Beech  
 PREPARED BY Robert C. Huchley DATE 9/27/71

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE ±	REVISED BUDGET
10	SALARIES (INCLUDING FRINGE BENEFITS)	62,878		62,878
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	12,835	-2,600	10,235
30	TRAVEL, LOCAL	800		800
35	TRAVEL, OUT OF TOWN	600		600
40	CONSUMABLE SUPPLIES	1,783		1,783
50	SPACE (INCLUDING RENOVATION)	1,188	+2,375	3,563
55	UTILITIES (INCLUDING TELEPHONE)	500		500
60	FURNITURE & EQUIPMENT (RENTAL)			
65	FURNITURE & EQUIPMENT (PURCHASE)	500		500
70	INSURANCE	-0-	+225	225
71	MAINTENANCE & EQUIPMENT			
79	MISC. EXPENSES	590		590
TOTALS		81,674	0	81,674

JUSTIFICATION:

RECEIVED  
 OCT 21 1971  
 ADMINISTRATION

RECEIVED  
 NOV 23 1971  
 ADMINISTRATION

SIGNATURE

CD-122

# PORTLAND PUBLIC SCHOOLS

200 Northeast Brook Street / Portland, Oregon 97212

## INTER AREA PROGRAMS

September 27, 1971

Mr. C. Watts Yancey  
Model Cities Agency  
5329 N. E. Union Avenue  
Portland, Oregon 97211

Dear Mr. Yancey:

Enclosed is a contract change order requesting the shifting of funds from one line item to another in the Pre-School Expansion Project, No. 10-02. Favorable consideration is requested to permit us to pay increased space cost above our earlier projections.

Sincerely,

*Bob C. Hughley*  
Robert C. Hughley  
Director

RCH:mmm  
Enc.

RECEIVED

SEP 30 1971

MODEL CITIES

RECEIVED

OCT 21 1971

ADMINISTRATION

RECEIVED

NOV 23 1971

ADMINISTRATION

*9/30/71*

TO: Mr. Charles Jordan  
Director

FROM: G. Morris Yancey  
Social Coordinator

DATE: November 22, 1971

RE: Contract Change Request for Pre-School Expansion  
(10-02-00)

The contract change request by the Portland Public School for project #10-02-00 - Pre-School Expansion has been reviewed.

The Social Coordinator recommends approval.

Attached is a letter from the Director of the project, Miss Lee DeLancey, justifying the request.

There will be no change in program thrust or reduction in number of children serviced.

BY G. Morris Yancey

Attachment

cc: Official files (2)  
Deputy Dir/Raubeson  
Adm Mgt Coord/Roberts  
Planning Assist/Ollison  
Author/Yancey  
11/22/71

RECEIVED

NOV 23 1971

ADMINISTRATION



2275-7800

# PORTLAND PUBLIC SCHOOLS

220 Northeast Reed Street / Portland, Oregon 97212

## EARLY CHILDHOOD EDUCATION

Lee DeLancey  
Executive Director  
Assistant Director  
Social Services Director

November 18, 1971

Mr. C. Watts Yancey  
Portland Model Cities  
5329 N. E. Union Avenue  
Portland, Oregon 97211

Dear Mr. Yancey:

In response to your request for information concerning budget changes for the 2nd action year of the Pre-school Expansion Program, we submit the following rationale:

1. A reduction of \$1000.00 in necessary funds for lunches is possible due to recent legislation which enables us to recover a larger portion of the costs through the National School Lunch Program.
2. A reduction of \$1000.00 in medical fees is possible due to the volunteer services of Dr. Margaret Wayson, M.D., who is providing for a major portion of the physical exams for the preschool youngsters.

3. A reduction of funds from \$2,795 to \$1,400 because of the increase in rental funds is to provide adequate classroom space at Augustana Lutheran Church.

Amount of food from  
USDB, amount

Sincerely,



Lee DeLancey, Supervisor

LD:cc

RECEIVED

NOV 19 1971

MODEL CITIES

RECEIVED  
NOV 23 1971  
ADMINISTRATION

RECEIVED  
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