

DEC 19 1972

Deputy Director

THIS AGREEMENT, entered into this 1st day of September, 1972, by and between the City of Portland, a Municipal corporation of the State of Oregon, hereinafter referred to as "City" and the State of Oregon, by and through the Children's Services Division of the Department of Human Resources, hereinafter referred to as the "Agency";

W I T N E S S E T H:

WHEREAS, the City has entered into a contract with the United States of America to conduct a Comprehensive City Demonstration Program for a certain area (herein referred to as the Model Neighborhood) pursuant to Title I of the Demonstration Cities Metropolitan Development Act of 1966, and

WHEREAS, the Model City Agency of the City of Portland has determined that a need exists in the Model Neighborhood for a coordinated transportation program designed to serve mentally retarded youth and their immediate families; and

WHEREAS, the City desires to engage the CSD to be responsible for the administration and supervision of transportation services for the mentally retarded within the Model Neighborhood, and

WHEREAS the CSD has presented itself to the City as the prime contractor to be responsible for the administration and supervision of transportation services for the mentally retarded within the Model Neighborhood and has indicated that it is capable and willing to provide said transportation services through a subcontract with the Multnomah Association for Retarded Children,

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. SCOPE OF SERVICES

A. The purpose of the Coordinated Association for Transportation (CAT) Program is to provide transportation to and from recreation, educational and training facilities for the trainable mentally retarded children. The beneficiaries of the CAT program will be all children in the Model Cities Neighborhood who are currently diagnosed, screened or evaluated as being trainable mentally retarded; all children who have been incorrectly diagnosed and labelled trainable mentally retarded and the immediate families of such persons while in the execution of providing transportation services for the mentally retarded child.

B. In order to achieve the purposes and reach the proposed beneficiaries described in "A" above, the Agency shall:

1. Coordinate and plan transportation services for trainable mentally retarded children through 18 years of age, who reside within the Portland Model Cities Boundaries.
2. Provide transportation services for 85-100 trainable mentally retarded children from the Model Neighborhood to

recreation, education and training facilities according to established schedules (paragraph 6) or by special arrangement.

3. Provide transportation for parents and other children in the families of said mentally retarded children to diagnostic and evaluation centers and to medical and dental clinics - while in the execution of providing transportation services for the mentally retarded child.

4. Provide transportation to parents of trainable mentally retarded children in the Model Neighborhood to group meetings in relation to mental retardation.

5. Since short-term care may be necessary for related siblings, while the parent or guardian accompanies the mentally retarded child to the above mentioned medical or dental appointments, arrangements have been made with the Metropolitan Community Coordinated Child Care (4-C) program for short-term emergency care. Agency shall see that transportation is provided both ways to said medical or dental appointment and to the day care centers.

6. Maintain bus routes and timetables and make said routes and schedules available to trainable mentally retarded children and their families within the model neighborhood.

7. It is understood by the parties hereto that the Children's Services Division shall execute a subcontract with the Multnomah Association for Retarded Children (MARC) for the performance of the transportation services described above and will be responsible for the supervision and administration of MARC with regard to its performance of said transportation services.

(a) With regard to its contract with MARC, Agency shall require MARC to furnish a policy of public liability insurance, including property damage, covering all of MARC's operations to be performed pursuant to this contract, the limits of liability under said policy to be not less than \$100,000/\$300,000 for personal injuries, including death, and \$300,000 for property damage.

The policy shall bear also the following endorsement:
"Without prejudice to coverage otherwise existing herein, the City of Portland and all other governmental bodies having jurisdiction in the area, their officers and employees are included as additional insureds under this policy as to any claim or claims for injury to person, including death, or damage to property, resulting from or growing out of the operations of the named insured under contract with the City of Portland for administering the CAT program as part of the Portland Model City Program.

" It is understood and agreed that this policy shall not terminate or be cancelled prior to completion of said

contract without first giving thirty (30) days' written notice of intention to cancel said policy or to terminate said policy to the Auditor of the City of Portland.

"Notwithstanding the naming of additional insureds, the said policy shall protect each insured in the same manner as though a separate policy had been issued to each; but nothing herein shall operate to increase the insurer's liability as set forth elsewhere in the policy beyond the amount or amounts for which the insurer would have been liable if only one person or interest had been named as insured."

A certificate evidencing such insurance together with the above endorsement shall be filed with the City Auditor of the City of Portland and shall be subject to the approval of the City Attorney as to the adequacy of protection.

II. DURATION OF AGREEMENT

This Agreement is for the period from September 1, 1972, to and including June 15, 1973.

III. COMPENSATION AND METHOD OF PAYMENT.

The Agency shall be reimbursed by the City for its costs of performance hereunder, not to exceed the sum of \$20,742.40.

A. Such amounts as may become due to the Agency by the City because of this contract shall be paid on a monthly basis upon receipt by the City of the following:

- 1) A written requisition for payment from the Agency; and
- 2) Timely receipt of a properly executed report package from the Agency. (See Section VI herein)

B. The requisition for payment shall be accompanied by a report to the City, in form satisfactory to the City, and shall specify the total work accomplished hereunder in the time period for which payment is requested. It shall state that such work has been completed in conformance with this agreement, and that the Agency is entitled to receive compensation therefor, and each cost shall refer to a specific budget item.

C. Upon receipt by the City of such a requisition, the Agency shall be entitled to 100 percent of the total eligible cost, as determined by the City, for the work accomplished hereunder.

D. Agency agrees to do all acts necessary to secure, with Funds received by it pursuant to this contract, Federal Funds under Title IV of the Social Security Act, as amended, and to use said Funds to purchase transportation services for model neighborhood children, as described herein.

E. In performance of this agreement, the Agency agrees not to make any expenditures unless such expenditures are provided for in Exhibit "A" (budget).

F. Subject to efficient delivery of all services under this contract, the Agency can, whenever necessary, amend the operating budget in Exhibit "A"; provided that the full cost does not exceed the amount stated in this contract, and provided that prior approval of the amended budget by the City has been secured.

G. Prior to disbursement of funds to the Agency or employees, the City shall receive a statement from the Agency's chief fiscal officer or its insurer, insuring that all persons handling funds received or disbursed under this contract are covered by a fidelity bond in the amount of \$10,000.

H. It is expressly understood and agreed that in no event will the total compensation and reimbursement, if any, to be paid hereunder exceed the maximum sum of \$20,742.40 for all of the services required.

IV. TERMINATION.

A. Termination for Convenience of City. The City may terminate this contract at any time by giving written notice to the Agency of such termination and specifying the effective date thereof, at least 30 days before the effective date of such termination.

B. Termination for Convenience of Agency. The Agency may terminate this contract at any time by giving written notice to the City of such termination and specifying the effective date thereof, at least 30 days before the effective date of such termination.

C. This contract may be cancelled at the election of the City if the grant to the City under Title I of the Demonstration Cities and Metropolitan Development Act of 1966 is, for any reason, suspended or terminated.

D. This contract may be cancelled at the election of the Agency if the grant to the Agency under Part A, Title Iv of the Social Security Act (IV-A) is withheld or withdrawn.

V. PROJECT COORDINATION.

This project shall maintain frequent contact with all agencies necessary to promote comprehensive planning and delivery of services to the mentally retarded child. To further facilitate coordination there will be representation from this project on the mental retardation task force which serves as a part of the Model Cities Health Subcommittee on mental health.

VI. MONITORING AND EVALUATION.

This project will be subject to the monitoring and evaluation requirements as are specified in the Portland City Demonstration Agency overall Evaluation Plan. The monitoring and evaluation will be on a monthly basis. The reports will be recorded on special reporting forms which will be supplied to Agency by the City Demonstration Agency Evaluation Unit.

Financial reimbursement, for the execution of the project, will be based upon the timely receipt of these reports. These reports

will be due, into the City Demonstration Agency from the Operating Agency by the fifth working day of the month. Failure to comply with this requirement will result in the Agency not receiving reimbursement until the following month.

The following is a list of the process-output measures upon which the monitoring and evaluation of the project will be based:

_____	number of children served
_____	number of pickup points established
_____	number of bus schedules developed
_____	number of bus schedules inadequate
_____	number of bus schedules revised
_____	number of buses acquired
_____	number of staff hired
_____	number of residents employed

VII. GENERAL CONDITIONS.

A. Agency agrees to comply with the provisions of the U.S. Department of Housing and Urban Development Supplementary General Conditions for Contracts with Operating Agencies and Contractors (Exhibit "B")

B. The term "approval by the City" means written approval by the Commissioner in charge of the Model City Program.

C. All personal property purchased as a cost of this project (i.e. purchased with HUD Supplemental Funds provided by this contract) shall be and remain the sole property of the City and shall carry a City identification tag.

D. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this contract.

E. All statutory, charter and ordinance provisions that are applicable to public contracts in the City of Portland and the State of Oregon shall be followed.

IN WITNESS WHEREOF, the parties hereto have entered into this agreement by and through their authorized representatives as of the date first above written, the City acting pursuant to Ordinance No. 135389 .

CITY OF PORTLAND

Approved:

By _____
Mayor

Dept. of General Services

By _____
(Title)

Date _____

By _____

Approved as to Form:

STATE OF OREGON, by and through the
Children's Services Division of the
Department of Human Resources

City Attorney

By _____
(Title)



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

General Contractor
State of Oregon
Children's Services Division
Department of Human Resources

DATE _____

Subcontractor

OPERATING AGENCY MULTNOMAH ASSOCIATION FOR RETARDED CHILDRENADDRESS 718 W. BurnsideTITLE OF ACTIVITY Coordinated Association for Transportation

TYPE OF ENTITY — IS THE ENTITY A (CHECK APPLICABLE BOX OR BOXES BELOW)

☐ CITY DEPARTMENT☐ PUBLIC AGENCY☐ NEIGHBORHOOD-BASES☒ PRIVATE (NONPROFIT)☐ PRIVATE(FOR PROFIT)☐ OTHER (SPECIFY)

PREVIOUS APPLICATION — HAS THIS ACTIVITY, IN SUBSTANTIALLY ITS PRESENT FORM, EVER BEEN THE SUBJECT OF A PREVIOUS APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE?

☒ YES☐ NO

IF YES, ATTACH AN EXPLANATORY STATEMENT.

This project was funded for the sum of \$14,049.25 from 9/1/71 through 6/15/72 by CDA.

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 EFFORT.

Funds required are necessary to cover staff and operations of this projects for the Third Action Year.

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.

The Coordinated Association for Transportation project will be funded for \$82,969.60 matched with Title IV-A Federal Social Security Funds.

REMARKS— (Matched IV-A \$62,227.20 - CDA - \$20,742.40)



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY
(PAGE 2)

BUDGET -

CATEGORY CODE	CATEGORY TITLE	ESTIMATED COST	HCA SHARE (IF SHARED WITH OTHERS)
10	SALARIES (INCLUDING FRINGE BENEFITS)	41,050.00	10,212.50
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	15,146.00	3,786.50
30	TRAVEL, LOCAL	610.00	152.50
35	TRAVEL, OUT OF TOWN	310.00	77.50
40	CONSUMABLE SUPPLIES	343.00	87.00
50	SPACE (INCLUDING RENOVATION)	5,800.00	1,450.00
55	UTILITIES (INCLUDING TELEPHONE)	980.00	245.00
60	FURNITURE & EQUIPMENT (RENTAL)	8,685.00	2,171.00
65	FURNITURE & EQUIPMENT (PURCHASE)		
70	INSURANCE	1,950.00	487.50
71	MAINTENANCE & EQUIPMENT	7,620.00	1,905.00
79	MISC. EXPENSES	150.00	37.50
TOTALS		82,969.00	20,742.40

SUBMISSION -

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL

DATE

APPROVAL -

SIGNATURE AND TITLE OF COS OFFICIAL

DATE



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY 20 Contracted Services (Including Auditing) DATE _____

OPERATING AGENCY WAGO Umbrella

ADDRESS 710 N. Sunnyside

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM ¹ AND BASIS FOR VALUATION ²	AMOUNT OR VALUE OF ITEM
Bonding and Protective Services	750.00
Project Auditing	500.00
Consultants for operations, program planning, secretarial and accounting services	13,896.00
Total	15,146.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 100 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #30 Travel, Local DATE _____

OPERATING AGENCY NARC Umbrella

ADDRESS 713 W. DuSable

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
3600 miles @ 10¢ per mile	360.00
Staff per diem - \$25.00 a day x 10 days	250.00
Total	610.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET ITEM ON A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY F40 Consumable Supplies DATE _____

OPERATING AGENCY MAFC Marlboro

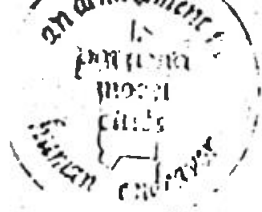
ADDRESS 719 W. Burnside

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OF VALUE OF ITEM
Desk supplies - 288 - 3 x 7K 4 x 12	
Postage - 5 per minute	
Paper	\$ 348.00
Total	\$ 348.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS; 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #50 Space (Including Renovation) DATE _____

OPERATING AGENCY MARC Umbrella

ADDRESS 712 W. Burnside

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Space Rental CAT Headquarters and Garage 463 x 12 mos.	\$ 5,800.00
Total	\$ 5,800.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$3.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #55 Utilities (Including Telephone) DATE _____

OPERATING AGENCY MARC Umbrella

ADDRESS 710 W. Riverside

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION	AMOUNT OR VALUE OF ITEM
Telephone - monthly service \$20 per month and long distance calls	\$ 480.00
Heat, Light and Water	500.00
Total	980.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 100 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO THE REQUEST FOR CAPITAL PROJECT, ACTIVITY, AND TO THE BUDGET ADMINISTRATION BUDGET)

CATEGORY #70 Insurance DATE _____

OPERATING AGENCY Mass. Turnpike

ADDRESS 718 E. Main Street

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM AND BASIS FOR VALUATION ¹	AMOUNT OR VALUE OF ITEM
a - Insurance on buses yearly at 390/bus x 5 and 1,000,000 coverage	\$ 1,950.00
Total	\$ 1,950.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 160 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

BUDGET JUSTIFICATION

EXPLAIN THE NECESSITY OF THE PROJECT, ACTIVITY, AND THE NEED FOR AN ADDITIONAL OR BUDGET

CATEGORY 605 Furniture & Equipment (Purchases)

DATE _____

OPERATING AGENCY NAME: 106176

ADDRESS 712 N. 10th St.

TITLE OF ACTIVITY City Market Association for Transportation

DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF ITEM
5 buses	
Office equipment	
Bus leases	
1 bus @	\$ 1.00
2 buses @ 180/mo.	3,600.00
Temporary Rental of purchases	985.00
Rental of Equipment	1,485.00
Purchase of Buses (2) (in addition to Second Action Year Funds)	2,614.00
Total	\$ 8,685.00

* 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 OBTAINING THE VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$20.00 PER SQUARE FOOT, INCLUDING UTILITIES AND MAINTENANCE SERVICES.

BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A TOTAL PROJECT, ACTIVITY, AND TO THE BUDGET FOR ADMINISTRATION BUDGET)

CATEGORY #71 Maintenance of Equipment

DATE _____

OPERATING AGENCY WASH DC METRO

ADDRESS _____

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF ITEM
Gasoline - 300 gal. per month per vehicle x 5 = 1,500 x 12 mo. x .34 gal.	\$ 6,120.00
Bus Mechanical Maintenance 5 x 300	1,500.00
TOTAL	\$ 7,620.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 100 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

DETERMINE THE BASIS FOR THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR ESTIMATING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 160 SQUARE FEET AT \$400 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

MODEL CITIES ADMINISTRATION
SUPPLEMENTARY GENERAL CONDITIONS
FOR CONTRACTS WITH OPERATING AGENCIES AND CONTRACTORS^x

The following conditions take precedence over any conflicting conditions in the Contract:

SEC. 1. Restriction on Disbursements. -- No money under this Contract shall be disbursed by the Agency to any contractor except pursuant to a written contract which incorporates the applicable Supplementary General Conditions and unless the contractor is in compliance with HUD requirements with regard to accounting and fiscal matters, to the extent they are applicable.⁷

SEC. 100. Definitions. -- As used in this Contract:

(A) Agency means an entity, whether public or private, which has the responsibility for administering a project or activity.

(B) Area means the model neighborhood designated in the Program.

(C) Contractor means an entity, other than an Agency (except as noted in the Labor Standards Provisions) that furnishes to the City or to an Agency services or supplies (other than standard commercial supplies, office space or printing services).

(D) HUD means the Secretary of Housing and Urban Development or a person authorized to act on his behalf.

(E) Program means the Comprehensive Demonstration Program approved by HUD as the same may from time to time be amended.

SEC. 101. Records. --

(A) Establishment and Maintenance of Records. -- Records shall be maintained in accordance with requirements prescribed by HUD or the City with respect to all matters covered by this Contract. Except as otherwise authorized by HUD, such records shall be maintained for a period of three years after receipt of the final payment under this Contract.

(B) Documentation of Costs. -- All costs shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers, or other official documentation evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to this Contract shall be clearly identified and readily accessible.

^x The conditions must be incorporated in (1) City contracts with operating agencies, (2) City contracts with contractors, (3) operating agency contracts with contractors.

^{xx} The bracketed material should be deleted in contracts with contractors.

SEC. 102. Reports and Information. -- At such times and in such forms as HUD or the City may require, there shall be furnished to HUD or the City such statements, records, reports, data and information, as HUD or the City may request pertaining to matters covered by this Contract.

SEC. 103. Audits and Inspections. -- At any time during normal business hours and as often as the City, HUD and/or the Comptroller General of the United States may deem necessary, there shall be made available to the City, HUD and/or representatives of the Comptroller General for examination all of its records with respect to all matters covered by this Contract and will permit the City, HUD and/or representatives of the Comptroller General to audit, examine and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Contract.

SEC. 104. HUD Requirements. -- Unearned payments under this Contract may be suspended or terminated upon refusal to accept any additional conditions that may be imposed by HUD at any time; or if the grant to the City under Title I of the Demonstration Cities and Metropolitan Development Act of 1966 is suspended or terminated.

SEC. 105. Conflict of Interest. --

(A) Interest of Members of City. -- No officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of the Program, or any other person who exercises any functions or responsibilities in connection with the Program, shall have any personal financial interest, direct or indirect, in this Contract; and the Agency shall take appropriate steps to assure compliance.

(B) The Agency agrees that it will incorporate into every contract required to be in writing the following provision: ^{*}

Interest of Contractor and Employees. -- The Contractor covenants that no person who presently exercises any functions or responsibilities in connection with the Program, has any personal financial interest, direct or indirect, in this Contract. The Contractor further covenants that he presently has no interest and shall not acquire any interest, direct or indirect, in the Model Neighborhood Area or any parcels therein, which would conflict in any manner or degree with the performance of his services hereunder. The Contract further covenants that in the performance of this Contract no person having any conflicting interest shall be employed. Any interest on the part of the Contractor or his employees must be disclosed to the Agency and the City. Provided, however, that this paragraph shall be interpreted in such a manner so as not to unreasonably impede the statutory requirement that maximum opportunity be provided for employment of and participation by residents of the area.

* The bracketed material should be deleted in contracts with contractors.

SEC. 106. Opportunities for Residents. -- In all work made possible by or resulting from this Contract, affirmative action will be taken to ensure that residents of the model neighborhood area are given maximum opportunities for training and employment and that business concerns located in or owned in substantial part by residents of the model neighborhood are to the greatest extent feasible, awarded contracts.

SEC. 107. Discrimination Prohibited. --

(A) In all hiring or employment made possible by or resulting from this Contract, there (1) will not be any discrimination against any employee or applicant for employment because of race, color, religion, sex, or national origin, and (2) affirmative action will be taken to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. This requirement shall apply to but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; lay-off or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. There shall be posted in conspicuous places available to employees and applicants for employment, notices to be provided by HUD setting forth the provisions of this clause. All solicitations or advertisements for employees shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

(B) No person in the United States shall, on the ground of race, color, religion, or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Contract. The Agency and each employer will comply with all requirements imposed by or pursuant to the regulations of HUD effectuating Title VI of the Civil Rights Act of 1964.

[(C) The Agency hereby agrees that it will incorporate into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained pursuant to this Contract, the equal opportunity clause which is a part of the labor standard provisions attached hereto.

The Agency further agrees that it will be bound by the equal opportunity clause and other provisions of 41 CFR Chapter 60 with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the Agency so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the contract.

The Agency agrees that it will assist and cooperate actively with HUD and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish HUD and the Secretary

of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist HUD in the discharge of its primary responsibility for securing compliance.

The Agency further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order. In addition, the Agency agrees that if it fails or refuses to comply with these undertakings, the City may take any or all of the following actions: Terminate or suspend in whole or in part this Contract; refrain from extending any further assistance to the Agency under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from such Agency; and refer the case to the Department of Justice for appropriate legal proceedings.

SEC. 108. Labor Standards. -- There shall be included in all construction contracts, made possible by or resulting from this Contract, with private entities the applicable labor standards provisions, if the work being carried on is not otherwise subject to provision of Federal law imposing labor standards on federally assisted construction and in the case of residential projects if the project is designed for the residential use of eight or more families**

SEC. 109. Copyrights. -- If this Contract results in a book or other copyrightable material, the author is free to copyright the work, but HUD reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, all copyrighted material and all material which can be copyrighted.

SEC. 110. Patents. -- Any discovery or invention arising out of or developed in the course of work aided by this Contract shall be promptly and fully reported to HUD for determination by HUD as to whether patent protection on such invention or discovery shall be sought and how the rights in the invention or discovery, including rights under any patent issued thereon, shall be disposed of and administered, in order to protect the public interest.

SEC. 111. Political Activity Prohibited. -- None of the funds, materials, property or services provided directly or indirectly under this Contract shall be used in the performance of this Contract for any partisan political activity, or to further the election or defeat of any candidate for public office.

SEC. 112. Lobbying Prohibited. -- None of the funds provided under this Contract shall be used for publicity or propaganda purposes designed to support or defeat legislation pending before the Congress.

** The bracketed material shall be deleted in contracts involving construction, rehabilitation, alteration or repair work with private entities. The attached labor standards provisions shall be inserted in lieu of Sections 107 and 108. In contracts for such work with public entities, only sections 1 - 3 of the labor standard provisions should be included.

OFFICE OF

AUDITOR OF THE CITY OF PORTLAND

PORTLAND, OREGON 97204

ROOM 203
CITY HALL

COPY CERTIFICATE

STATE OF OREGON,
County of Multnomah,
CITY OF PORTLAND,

}

GEORGE YERKOVICH Auditor of the City of Portland, do hereby certify that I have compared the

following copy of ORDINANCE NO. 135389, passed by the Council October 5, 1972, being,
"An Ordinance authorizing an agreement retroactively by and between the City of Portland
and the State of Oregon, by and through the Children's Services Division of the Depart-
ment of Human Resources to provide transportation services to mentally retarded resi-
dents of the Model City Neighborhood for the Third Action Year at a cost to the City
of \$20,742.40, authorizing warrants pursuant thereto, and declaring an emergency",

with the original thereof, and that the same is a full, true and correct copy of such original

ORDINANCE NO. 135389,

and of the whole thereof as the same appears on file and of record in my office, and in my care and
custody.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the City of Portland affixed
this 6th day of October, 1972.

George Yerkovich

Auditor of the City of Portland

By

Edna Cervino

Deputy

ORDINANCE NO. 135389

An Ordinance authorizing an agreement retroactively by and between the City of Portland and the State of Oregon, by and through the Children's Services Division of the Department of Human Resources to provide transportation services to mentally retarded residents of the Model City Neighborhood for the Third Action Year at a cost to the City of \$20,742.40, authorizing warrants pursuant thereto, 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 were made available to the City to conduct a Model City Program; that a transportation project has been carried out as a part of the Model City Program throughout the First and Second Action Years; that it is appropriate for the Children's Services Division of the Department of Human Resources to continue providing said services through the Third Action Year (June 16, 1972 through June 15, 1973); that an extension through July 31, 1972 of the Coordinated Transportation contract for the Second Action Year (Contract No. 13253) has been authorized by Ordinance No. 134707; that an appropriate form of agreement for the balance of the Third Action Year (September 1, 1972 through June 15, 1973) is attached hereto, which agreement provides for reimbursement to the State of Oregon, Children's Services Division of the Department of Human Resources for the total cost not to exceed \$20,742.40; that said amount of \$20,742.40 is available to the City within the Model City appropriation; now, therefore, the Mayor and the Commissioner of Public Safety are hereby authorized to execute on behalf of the City an agreement with the State of Oregon, Children's Services Division of the Department of Human Resources similar in form to Exhibit "A," attached to the original only hereof, and by this reference made a part hereof.

Section 2. The Mayor and the Auditor are hereby authorized to draw and deliver warrants pursuant to said contract on the Model City Fund (6687/11-07).

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 transportation needs of the mentally retarded residents of the

ORDINANCE No.

Model Neighborhood may be met without interruption; 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, OCT - 5 1972

Commissioner Goldschmidt
October 4, 1972
DCJ:MAL:at

Attest:


Mayor of the City of Portland


Auditor of the City of Portland

PURCHASE OF SERVICE AGREEMENT
between CHILDREN'S SERVICES DIVISION
and MULTNOMAH ASSOCIATION FOR RETARDED CHILDREN

This Agreement, entered into this 1st day of September, 1972, by and between the Children's Services Division of the Department of Human Resources, herein jointly referred to as the "Division", and the Multnomah Association for Retarded Children, Multnomah County, Oregon, herein referred to as the "Provider".

The Division is an administrative agency created and existing under the laws of the State of Oregon and charged with the duty of administering programs and services to children and families. The Division has mentally retarded children in its program who are in need of special services in the field of transportation.

The Provider, a private, non-profit organization, incorporated under the Corporate Commission of the State of Oregon, has demonstrated its effectiveness and willingness to provide transportation services for mentally retarded children.

In consideration of the mutual promises and subject to the provisions of 45 CFR 226, all amendments thereof, any other relevant provisions of State service and operation work plans and Federal regulations, the terms of this Agreement shall commence on the 1st day of September, 1972, and terminate on the 15th day of June, 1973. In performance of the above service the Division and the Provider agree to the following:

THE PROVIDER AGREES TO:

I. Scope of Service

- A. Coordinate and plan transportation services for trainable mentally retarded children up through 18 years of age, who reside within the Portland Model Cities boundaries.
- B. Provide transportation services for 80 trainable mentally retarded children from the Model Cities neighborhood to facilities for education and training, medical and dental clinics for diagnostic and specialized treatment.
- C. Provide transportation to parents of the trainable mentally retarded children in the Model Neighborhood to group meetings in relation to mental retardation.
- D. Provide adequate and sufficient staff for maintaining the transportation program as outlined in the budget.
- E. Pay administrative costs necessary to implement the program.

II. License, Service Standards and Civil Rights Compliance

- A. Comply with all State Motor Vehicle licensing standards, and any other standards or criteria established by the Division.
- B. Comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352); and in accordance with Title VI of that Act, no person in the United States shall on the ground of race, color or national origin, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity for which the Provider receives Federal financial assistance and will immediately take any measures necessary to effectuate this Agreement.

III. Bonding and Indemnification

A. This Agreement shall not be construed to make the Provider in any sense a servant or employee of the Division. The Provider shall conduct operations as an independent contractor and shall have control over its employees and assume the following responsibilities:

1. Indemnify and defend the Division from any claim, loss, damage or expense in any manner occurring in connection with the Provider's operation under this Agreement.
2. Procure and during the term of this Agreement, shall continue to carry at the Provider's expense, public liability and property damage insurance with limits of not less than \$100,000 for injury to one person, \$300,000 for injury to two or more persons in one occurrence and \$100,000 for damage to or destruction of property. Such insurance shall be in such form, and written by such companies as may be satisfactory to the Division and shall cover all risks arising directly or indirectly out of the Provider's operation and shall protect the Provider and the Division against claims of third parties and shall include an endorsement covering the indemnification liability assumed by the Provider under this Agreement. The Provider shall deliver to the Division certificates evidencing such insurance and bearing endorsements requiring ten days' written notice to the Division prior to any change or cancellation.

IV. Fiscal and Program Reports

Program

- A. Maintain program statistical records required by the Division, and submit on Model Cities' forms on or before the 5th day of each month a program narrative and statistical report, including number of trainable mentally retarded children transported to educational and medical facilities; increase or decrease in school attendance, number of applications continued and discontinued in the transportation program; and the number of parents and families of trainable mentally retarded children transported to related mental retardation meetings.
- B. Make available for program and facilities audit by representatives of the Division, State and Federal personnel and other persons authorized by the Division, program service records, service policy and procedural issuances, job descriptions, and staff directly or indirectly involved in the provision of service.
- C. Notify the Division whenever it is unable to maintain sufficient staff, facilities, equipment, etc., that are necessary to deliver the agreed upon services, or is unable to provide the required quality or quantity of services.

Fiscal

- A. Maintain a daily accounting on each child and their parents receiving transportation services and submit information to the Division on the 5th day of each month for payment.

- B. Submit actual expenditure information to the Division on Model Cities' forms on the 5th day of each month.
- C. Retain invoices, statements, cancelled checks and other records for five years after final payment to support in detail payments made for expenditures for which the Division is billed.
- D. Make available for audit by representatives of the Division, the Secretary of State's Division of Audits, the Portland City Demonstration Agency, and auditors from Federal agencies all records to be retained.

V. Sub Contracting

- A. Obtain prior written approval from the Division for assigning or sub-contracting for any of the work contemplated under this Agreement. Such assignments or sub-contracts shall be subject to such conditions and provisions as the Division may deem necessary; such prior written approval shall not be required for the purchase by the Provider of materials, supplies, equipment, and services which are incidental but necessary for the performance of the work required under this Agreement; and further no approval by the Division of any assignment or sub-contract shall be deemed in any manner an obligation on the part of the Division to exceed the total agreed upon price.

VI. Eligibility

Prescreen all applicants who contact the Provider, selecting for service under this agreement only those trainable mentally retarded children and their parents who reside within the Model Cities' boundaries.

VII. Grievances

Advise recipients of the right to present grievances about the operation of this service program and also their right to appeal denial or exclusion from the program and of his right to a fair hearing in these respects. Whenever an applicant or recipient requests a fair hearing, the Division will make arrangements to provide a hearing.

THE DIVISION AGREES TO:

Subject to the availability of Federal and Portland Model Cities' funds, pay the Provider a sum not to exceed \$70,005.00 in the following manner for expense as outlined in Exhibit A.

- A. Upon receipt of monthly claim statement, pay \$4.19 per day for each trainable mentally retarded child transported, who resides in the Portland Model Neighborhood.
- B. Will not pay costs for capital outlays including remodeling and renovation of private facilities contracted by the Provider.

The reimbursement rate is subject to review and renegotiation each quarter following an examination of actual costs as approved by the Division.

The stated amount that the Division will pay to the Provider represents the gross amount agreed upon for purchase of care less 5% set aside for purposes of monitoring, evaluation and technical assistance.

The Provider and the Division agree to consult and coordinate with each other within designated procedures regarding major programs or policy changes or other matters which affect the Provider's program or services to individual children.

This Agreement shall be effective September 1, 1972, and may be terminated at any time upon the mutual consent of both parties, or on 60 days' notice by either of the parties, or at the election of the Division in the event reimbursement to the Division from Portland City Demonstration Agency and/or Federal source is not obtained and continued at an aggregate level sufficient to allow for the purchase of the indicated quality of services, the obligation of the parties shall thereupon be terminated.

If the Provider fails to comply with any provision of this Agreement, the Division may at its option, cancel the Agreement.

"WHEREFORE:, the Division and the Provider have duly set their hands and affixed their seals the day and date first above written."

APPROVED:

State of Oregon, by and through
its CHILDREN'S SERVICES DIVISION

MULTNOMAH ASSOCIATION FOR
RETARDED CHILDREN

By: _____
Administrator

By: _____

Date: _____

Title: _____

DEPARTMENT OF HUMAN RESOURCES

By: _____
Director

Date: _____

EXECUTIVE DEPARTMENT

By: _____

Title: _____

Date: _____



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISIONADDRESS 516 Public Service Building, Salem, Oregon 97310TITLE OF ACTIVITY Coordinated Association for Transportation

TYPE OF ENTITY — IS THE ENTITY A (CHECK APPLICABLE BOX OR BOXES BELOW)

☐ CITY DEPARTMENT☒ PUBLIC AGENCY☐ NEIGHBORHOOD - BASES☐ PRIVATE (NONPROFIT)☐ PRIVATE (FOR PROFIT)☐ OTHER (SPECIFY)

PREVIOUS APPLICATION — HAS THIS ACTIVITY, IN SUBSTANTIALLY ITS PRESENT FORM, EVER BEEN THE SUBJECT OF A PREVIOUS APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE?

☐ YES☒ NO

IF YES, ATTACH AN EXPLANATORY STATEMENT.

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 EFFORT.

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.

REMARKS—



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY (PAGE 2)

BUDGET —

CATEGORY CODE	CATEGORY TITLE	ESTIMATED COST	MCA SHARE (IF SHARED WITH OTHERS)
10	SALARIES (INCLUDING FRINGE BENEFITS)	45,218.00	11,304.00
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	2,325.00	1,238.00
30	TRAVEL, LOCAL	360.00	90.00
35	TRAVEL, OUT OF TOWN		
40	CONSUMABLE SUPPLIES	275.00	69.00
50	SPACE (INCLUDING RENOVATION)	4,588.00	1,147.00
55	UTILITIES (INCLUDING TELEPHONE)	934.00	234.00
60	FURNITURE & EQUIPMENT (RENTAL)	9,085.00	2,271.00
65	FURNITURE & EQUIPMENT (PURCHASE)		
70	INSURANCE	1,600.00	400.00
71	MAINTENANCE & EQUIPMENT	6,345.00	1,586.00
79	MISC. EXPENSES	150.00	38.00
TOTALS		70,880.00	18,377.00

SUBMISSION —

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL

DATE

APPROVAL —

SIGNATURE AND TITLE OF MCA OFFICIAL

DATE



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #20 Contracted Services (Including Audit) DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Bldg., Salem, ORE 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Bonding and Protective Services	\$ 750.00
Project Auditing	500.00
Consultant (Training of Personnel)	200.00
Adm. & Support Services @ 5% of CDA share (\$17,496)	875.00
TOTAL	\$ 2,325.00

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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS:
10 SQUARE FEET AT \$1.00 PER SQUARE FOOT, PER MONTH, PER PERSON, PER MONTH, PER MONTH.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #30 Travel, Local

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
3600 miles @ 10¢ per mile	\$ 360.00
TOTAL	360.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #50 Space (Including Renovation) DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Space Rental CAT Headquarters and Garage \$483 x 9.5 months	\$ 4,588.00
TOTAL	\$ 4,588.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 130 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #55 Utilities (Including telephone)

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, ORE 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Telephone - monthly service \$53.00 per month and long distance calls	\$ 503.00
Heat - @ \$22/mo. x 9.5) 209.00	
Lights - @ \$10/mo. x 9.5) 95.00	
Water - @ \$10/mo. x 9.5) 95.00	399.00
Garbage - @ \$3.50/mo. x 9.5) 32.00	32.00
Total	\$ 934.00

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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS:

RENTAL SPACE AT \$20 PER SQUARE FOOT PER MONTH FOR 1,000 SQUARE FEET.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #60 Furniture and Equipment (Rental) DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

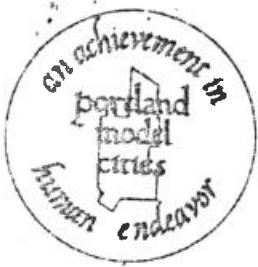
ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
5 buses @ 160/mo. x 9.5	7,600.00
Rental of Office Equipment - 3 desks, 3 Exec. chairs, 2 tables, 6 upright chairs, 1 adding machine, etc.	1,485.00
TOTAL	\$ 9,085.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 120 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #70 Insurance

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

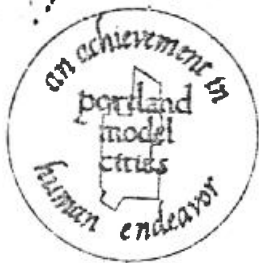
ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
a - Insurance on buses yearly at \$320/bus x 5 and 1,000,000 Coverage	1,600.00
TOTAL	1,600.00

* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

** DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADOQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #71 Maintenance of Equipment DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

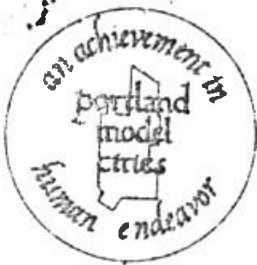
ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Gasoline - 300 gal. per mo. per vehicle x 5 = 1,500 x 9.5 mos. x .34 gal.	4,845.00
Bus Mechanical Maintenance, 5 x 300	1,500.00
TOTAL	6,345.00

* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

** DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADOQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #79 Miscellaneous Expenses DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
State Auto Licenses for 5 buses	150.00
TOTAL	150.00

* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

** DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADOQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 130 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

CITY OF PORTLAND
INTER-OFFICE CORRESPONDENCE
(NOT FOR MAILING)

June 7, 1972

From Property Control Division
To Model Cities
Addressed to Mr. Elvin D. Roberts
Administrative Management Coordinator
Subject Timmy Bus

Dear Mr. Roberts:

As you requested by memo June 1, 1972, this is to verify that the Timmy Education Center, 5203 N. E. 22nd Avenue, did properly transfer to the City of Portland the title to one 1971 Dodge Bus (12-passenger Station Wagon) ID# B23AE1U327918.

This vehicle is now being leased by the City to the Multnomah Association for Retarded Children, 718 West Burnside. A copy of the current Certificate of Title (#7212416603) is attached, together with copies of the lease agreement and the authorizing Ordinance No. 133873.

Yours truly,

Donald W. Eckton

Donald W. Eckton
Property Control Officer

pm

Attach-6

RECEIVED

JUN 8 1972

MODEL CITIES

FROM E. Roberts & Boylston Files
FROM DIRECTOR'S OFFICE

DATE 6/8/72

STATE OF OREGON
Department of Transportation
MOTOR VEHICLES DIVISION

Certificate of Title to a Vehicle

The MOTOR VEHICLES DIVISION of Oregon hereby certifies that the applicant does not herein have been duly registered as owner of the herein described vehicle pursuant to ORS Chapter 451 and that documents filed with the Department show said vehicle to be subject to the ownership and interests herein specified.

LICENSE NUMBER		TITLE NUMBER		05/02/72 LICENSE DATE		FEE	
E113533	1	7212416603	040772	6	1	\$2.00	
YEAR	MAKE	BODY	SERIAL OR ID NUMBER				
1971	DODGE	VA	B23AE1U327918				

OWNER

LSE MULTNOMAH ASSOCIATION FOR
RETARDED CHILDREN
718 W BURNSIDE
PORTLAND

OREGON 97209

MULTNOMAH

SECURITY INTEREST HOLDER/LESSOR IF NOT SHOWN ABOVE.

LSR CITY OF PORTLAND
210 CITY HALL
PORTLAND

OREGON 97204

This is your certificate of title. If vehicle is sold or any interest assigned or released, this document properly endorsed must be presented to the MOTOR VEHICLES DIVISION WITHIN THIRTY DAYS. FEE \$2.00. 4105 (REV. 7-71)

MARC

LEASE OF CITY PROPERTY BY
MODEL CITIES OPERATING AGENCIES

THE CITY OF PORTLAND, an incorporated municipality of the State of Oregon, the Lessor, does hereby lease to the MULTNOMAH ASSOCIATION FOR RETARDED CHILDREN the Lessee, and the Lessee hires from the Lessor from this day forward until _____ the following property, complete with standard attachments and equipment, subject to the terms and conditions contained in this agreement: 1 each Dodge model 12 passenger Van, Yr. 1971 License Number CFB-315 serial number B23AE1U327918.

In part consideration for services to be provided for the City by the Agency under contract as a part of the Portland Model City Program.

1. In the event the Lessee does not enter into a contract with the City of Portland to provide a service requiring such equipment in connection with the Portland Model City Program, this agreement shall terminate upon notice to the Lessee.
2. In the event the Lessee or Lessor at any time terminates the contract described in No. 1 above with the City under the Portland Model City Program, this lease agreement shall terminate on even date with said termination, and the Lessee shall deliver up to the City said property at 5329 N. E. Union. Should the Lessee fail to perform this duty, the

City may enter upon the premises of the Agency to regain possession of property hereby leased.

3. Lessee agrees that at the expiration or termination of this lease the property shall be returned to the Lessor in as good a condition as when received except for normal wear and tear.
4. No warranties have been made with regard to this property by the Lessor unless expressed specifically in this agreement. The receipt and acceptance by the Lessee of the leased property shall constitute acknowledgment that the property has been found by the Lessee to be in good, safe and serviceable condition.
5. Lessee shall pay and keep said property free of all liens and encumbrances, and shall give immediate written notice to the Lessor of any loss of or damage to said property.
6. Lessee shall obtain liability insurance on said property, naming the City as an additional insured, and requiring ten days' notice of cancellation in the following amounts: \$50,000/property; \$100,000/personal; \$300,000/accident.
7. Lessee shall obtain \$100 deductible collision insurance on said property, naming the City as a Loss Payee, waiving breach of warranty by the named insured, and requiring ten days' notice of cancellation to the City, as provided by Form 438 BFU of the Board of Fire Underwriters of the Pacific.

8. Use of this property by the Lessee shall be limited to services performed pursuant to the contract with the City of Portland under the Model Cities Program specified in paragraph 1; and the Lessee or its agents or employees shall not use this property for any other purpose, including personal use.
9. The Lessee shall not transfer any interest in this lease or the property covered thereby without the written consent of the Lessor.
10. The Lessee shall be required to service and repair the property throughout the period of the lease and will supply and pay for any labor or material required to maintain said property in good operating condition, and for all licenses and taxes which are now or may be imposed upon the use of said property.
11. Failure of the Lessee to comply with any of the terms expressed in this agreement shall result in termination of the lease upon written notice from the Lessor; and upon such notice, the Lessee shall deliver up to the City said property at 5329 N. E. Union. Should the Lessee fail to perform this duty, the City may enter upon the premises of the Agency to regain possession of property hereby leased.
12. The Lessor shall have access to Lessee's premises during reasonable hours for the purpose of inspecting said property to determine its use or care; and

may, at the discretion of the Lessor, terminate this lease if such use or care is found to violate the terms of this lease.

13. No waiver by the Lessor of the nonperformance or violation of any condition of this lease or of any default hereunder shall be construed to be or operate as a waiver of any subsequent nonperformance, violation or default.
14. No agreement between the parties hereto for the sale of personal property to the Lessee has been made or is to be implied.

CITY OF PORTLAND

By _____
Mayor

By _____
Auditor

Agency MULTNOMAH ASSOCIATION FOR RETARDED
CHILDREN

By William Fisher
Executive Director T1

Approved as to Form:

City Attorney

WRS:at
12/30/71

ORDINANCE No. 123873

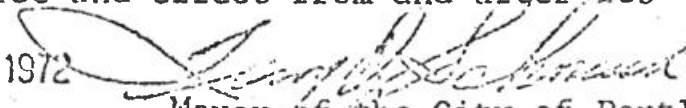
An Ordinance authorizing execution of lease agreements by and between the City of Portland and those Model City operating agencies (Community Care, Inc., Oregon Consumer League, the Multnomah Association for Retarded Children, and Multnomah County) utilizing vehicles purchased with Model City funds so that proper property management procedures may be followed, and declaring an emergency.

The City of Portland ordains:

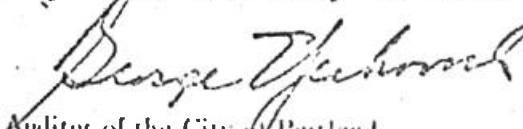
Section 1. The Council finds that pursuant to Ordinance No. 129365, the City entered into a contract with the Department of Housing and Urban Development whereby funds were made available to the City to conduct a Model City Program; that pursuant to said contract and in accordance with its terms, all property acquired by Model City operating agencies shall become the property of the City upon termination of the program; that as a part of the Model City Program, City has entered into contracts with certain agencies including Community Care, Inc., the Oregon Consumer League, the Multnomah Association for Retarded Children, and Multnomah County providing that they shall become operating agencies in the Model Neighborhood; that said agencies have acquired with Model City funds certain property requiring title registration (vehicles); that it has been determined that in order to better control this property, title should be vested in the City while possession should be retained by the operating agencies; that a proper form of lease agreement is attached to the original only hereof, marked Exhibit "A;" that all Model City operating agencies owning vehicles subject to title registration which were acquired with Model City supplemental funds should be required to transfer said title to the City of Portland and enter into a lease of said property similar in form to Exhibit "A"; that said lease, except for title transfer, should be at no cost to the operating agency; now, therefore, to establish title in said vehicles in the City, the Mayor and Auditor are hereby authorized to sign on behalf of the City, agreements similar in form to Exhibit "A" attached to the original only hereof, and the property control officer hereby is authorized and directed to transfer title to said vehicles to reflect the terms of the respective leases, said transfer to be at the cost of the Model City Program operated by the respective agencies.

Section 2. 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 correct legal ownership of Model City property may be reflected by City property control records 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 JAN - 5 1972


Mayor of the City of Portland

Attest:


Auditor of the City of Portland

no enclosure

OFFICE OF CITY ATTORNEY
CITY HALL
PORTLAND, OREGON 97204

MARIAN C. RUSHING
CITY ATTORNEY

November 3, 1972

RECEIVED
NOV - 6 1972
MODEL CITIES

Ms. Jackie Winters
Resource Mobilization Consultant
Children's Services Division
Dept. of Human Resources
Public Services Building
Salem, Oregon

Re: Coordinated Association for
Transportation Contract

Dear Ms. Winters:

The revisions you requested in the captioned agreement have been completed, and the enclosed copies have been re-typed.

- It is our opinion that these changes were minor in nature, and in no way change the real intent or affect of the agreement. Therefore, a new authorizing ordinance is not necessary.

We would appreciate your expeditious handling of this matter so the project can proceed without delay.

Thank you for your cooperation.

Yours truly,

MICHAEL A. LEHNER
Law Clerk

cc: ✓ Andy Raubeson, Model City, 5329 N. E. Union
Walter Fuhrer, MARC, 718 W. Burnside

hw

(C 937-02 E-011) *ok*

J-33-028 ✓



CHILDREN'S SERVICES DIVISION

DEPARTMENT OF HUMAN RESOURCES

PUBLIC SERVICE BUILDING • • SALEM, OREGON • • 97310

December 29, 1972

TOM McCALL
GOVERNOR

DEPARTMENT OF HUMAN RESOURCES

JACOB TANZER
Director

DIVISIONS
Children's Services
Corrections
Employment
Health
Mental Health
Special Programs
Vocational Rehabilitation
Welfare

Mr. Elvin Roberts
Controller
Model Cities
5329 NE Union Avenue
Portland, Oregon 97211

Dear Elvin:

Enclosed is the proposed CAT budget which we will use to contract with MARC. MARC has been in consultation with me on this and has accepted those items which were reduced. I'm sure MARC would appreciate it if Model Cities would direct the unprogrammed funds to them to cover the July to September period.

Please advise if a contract amendment between Children's Services Division and Model Cities is necessary. I hope not, the process of getting approval through both systems is lengthy!!

Sincerely,

Jackie Winters
Jackie Winters
Resource Mobilization Consultant

JW:rl
Enclosure

RECEIVED

JAN 3 1973

Deputy Director



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISIONADDRESS 516 Public Service Building, Salem, Oregon 97310TITLE OF ACTIVITY Coordinated Association for Transportation

TYPE OF ENTITY — IS THE ENTITY A (CHECK APPLICABLE BOX OR BOXES BELOW)

☐ CITY DEPARTMENT☒ PUBLIC AGENCY☐ NEIGHBORHOOD-BASES☐ PRIVATE (NONPROFIT)☐ PRIVATE (FOR PROFIT)☐ OTHER (SPECIFY)

PREVIOUS APPLICATION — HAS THIS ACTIVITY, IN SUBSTANTIALLY ITS PRESENT FORM, EVER BEEN THE SUBJECT OF A PREVIOUS APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE?

☐ YES☐ NO

IF YES, ATTACH AN EXPLANATORY STATEMENT.

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 EFFORT.

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.

REMARKS—

RECEIVED

JAN 3 1973

Deputy Director



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY (PAGE 2)

BUDGET—

CATEGORY CODE	CATEGORY TITLE	ESTIMATED COST	MCA SHARE (IF SHARED WITH OTHERS)
10	SALARIES (INCLUDING FRINGE BENEFITS)	42,839.00	10,710.00
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	1,450.00	363.00
30	TRAVEL, LOCAL	360.00	90.00
35	TRAVEL, OUT OF TOWN		
40	CONSUMABLE SUPPLIES	261.00	65.00
50	SPACE(INCLUDING RENOVATION)	4,347.00	1,087.00
55	UTILITIES(INCLUDING TELEPHONE)	890.00	223.00
60	FURNITURE & EQUIPMENT(RENTAL)	8,685.00	2,171.00
65	FURNITURE & EQUIPMENT(PURCHASE)		
70	INSURANCE	1,950.00	488.00
71	MAINTENANCE & EQUIPMENT	6,090.00	1,523.00
79	MISC. EXPENSES	838.00 150.00	838.00 38.00
TOTALS		67,860.00	17,596.00

SUBMISSION—

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL

DATE

APPROVAL—

SIGNATURE AND TITLE OF CDA OFFICIAL

DATE



PERSONNEL

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

[illegible]



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY _____ DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation - Miscellaneous

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Adm. & Support Services @ 5% of CDA share (\$16,758)	838.00
TOTAL	838.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #30 Travel, Local

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
3600 miles @ 10¢ per mile	\$ 360.00
TOTAL	360.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #50 Space (Including Renovation) DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Space Rental CAT Headquarters and Garage \$483 x 9 months	4,347.00
TOTAL	4,347.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #55 Utilities (Including telephone) DATE

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM** AND BASIS FOR VALUATION.**	AMOUNT OR VALUE OF ITEM
Telephone - monthly service \$53.00 per mo. and long distance calls	480.00
Heat - @ \$22/mo. x 9) 198.00	
Lights - @ \$10/mo. x 9) 90.00	
Water - @ \$10/mo. x 9) 90.00	378.00
Garbage - @ \$3.50/mo. x 9) 32.00	32.00
TOTAL	890.00

*** FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.**

* * DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADOQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #60 Furniture and Equipment (Rental) DATE

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
5 buses @ 160/mo.	7,200.00
Rental of Office Equipment - 3 desks, 3 Exec. chairs, 2 tables, 6 upright chairs, 1 adding machine, etc.	1,485.00
TOTAL	8,685.00

* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

** DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #70 Insurance DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
a - Insurance on buses yearly at \$390/bus x 5 and 1,000,000 coverage	1,950.00
TOTAL	1,950.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 100 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #71 Maintenance of Equipment DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Gasoline - 300 gal. per mo. per vehicle x 5 = 1,500 x 9 mos. x .34 gal.	4,590.00
Bus Mechanical Maintenance, 5 x 300	1,500.00
TOTAL	6,090.00

* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

** DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADOQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #79 Miscellaneous Expenses

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
State Auto Licenses for 5 buses	150.00
TOTAL	150.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



CHILDREN'S SERVICES DIVISION

DEPARTMENT OF HUMAN RESOURCES

PUBLIC SERVICE BUILDING

SALEM, OREGON

97310

December 29, 1972

TOM McCALL
GOVERNOR

DEPARTMENT OF HUMAN RESOURCES

JACOB TANZER
Director

DIVISIONS
Children's Services
Corrections
Employment
Health
Mental Health
Special Programs
Vocational Rehabilitation
Welfare

Mr. Elvin Roberts
Controller
Model Cities
5329 NE Union Avenue
Portland, Oregon 97211

Dear Elvin:

Enclosed is the proposed CAT budget which we will use to contract with MARC. MARC has been in consultation with me on this and has accepted those items which were reduced. I'm sure MARC would appreciate it if Model Cities would direct the unprogrammed funds to them to cover the July to September period.

Please advise if a contract amendment between Children's Services Division and Model Cities is necessary. I hope not, the process of getting approval through both systems is lengthy!!

Sincerely,

Jackie Winters
Jackie Winters
Resource Mobilization Consultant

JW:rl
Enclosure

RECEIVED

JAN 3 1973

Deputy Director



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

TYPE OF ENTITY — IS THE ENTITY A (CHECK APPLICABLE BOX OR BOXES BELOW)

☐ CITY DEPARTMENT

☒ PUBLIC AGENCY

☐ NEIGHBORHOOD — BASES

☐ PRIVATE (NONPROFIT)

☐ PRIVATE (FOR PROFIT)

☐ OTHER (SPECIFY)

PREVIOUS APPLICATION — HAS THIS ACTIVITY, IN SUBSTANTIALLY ITS PRESENT FORM, EVER BEEN THE SUBJECT OF A PREVIOUS APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE?

☐ YES

☐ NO

IF YES, ATTACH AN EXPLANATORY STATEMENT.

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 EFFORT.

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.

REMARKS—

RECEIVED

JAN 3 1973

Deputy Director



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY
(PAGE 2)

BUDGET—

CATEGORY CODE	CATEGORY TITLE	ESTIMATED COST	MCA SHARE (IF SHARED WITH OTHERS)
10	SALARIES (INCLUDING FRINGE BENEFITS)	42,839.00	10,710.00
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	1,450.00	363.00
30	TRAVEL, LOCAL	360.00	90.00
35	TRAVEL, OUT OF TOWN		
40	CONSUMABLE SUPPLIES	261.00	65.00
50	SPACE(INCLUDING RENOVATION)	4,347.00	1,087.00
55	UTILITIES(INCLUDING TELEPHONE)	890.00	223.00
60	FURNITURE & EQUIPMENT(RENTAL)	8,685.00	2,171.00
65	FURNITURE & EQUIPMENT(PURCHASE)		
70	INSURANCE	1,950.00	488.00
71	MAINTENANCE & EQUIPMENT	6,090.00	1,523.00
79	MISC. EXPENSES	838.00 150.00	838.00 38.00
TOTALS		67,860.00	17,596.00

SUBMISSION—

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL

DATE

APPROVAL—

SIGNATURE AND TITLE OF CDA OFFICIAL

DATE



PERSONNEL

DATE _____

OPERATING AGENCY

CHILDREN'S SERVICES DIVISION

ADDRESS '

516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY

Coordinated Association for Transportation

[illegible]



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #20 Contracted Services (Including Audit) DATE

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM** AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Bonding and Protective Services	\$ 750.00
Project Auditing	500.00
Consultant (Training of Personnel)	200.00
TOTAL	\$ 1,450.00

* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 100 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #30 Travel, Local

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
3600 miles @ 10¢ per mile	\$ 360.00
TOTAL	360.00

* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

** DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADOQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #40 Consumable Supplies

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Desk Supplies @ \$7.00 per mo. x 3 x 9	189.00
Postage @ \$8.00 per mo. x 9	72.00
TOTAL	261.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS; 100 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #50 Space (Including Renovation) DATE

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM** AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
Space Rental CAT Headquarters and Garage \$483 x 9 months	4,347.00
TOTAL	4,347.00

* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

** DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADOQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS; 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #60 Furniture and Equipment (Rental) DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
5 buses @ 160/mo.	7,200.00
Rental of Office Equipment - 3 desks, 3 Exec. chairs, 2 tables, 6 upright chairs, 1 adding machine, etc.	1,485.00
TOTAL	8,685.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 100 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #70 Insurance

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
a - Insurance on buses yearly at \$390/bus x 5 and 1,000,000 coverage	1,950.00
TOTAL	1,950.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #79 Miscellaneous Expenses

DATE _____

OPERATING AGENCY CHILDREN'S SERVICES DIVISION

ADDRESS 516 Public Service Building, Salem, Oregon 97310

TITLE OF ACTIVITY Coordinated Association for Transportation

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
State Auto Licenses for 5 buses	150.00
TOTAL	150.00

* 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. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

OFFICE OF CITY AUDITOR

CITY AUDITOR

CITY OF PORTLAND
OREGON

December 26, 1972

Mr. Walter Fuhrer, Executive Director
Multnomah Association for Retarded Children
718 W. Burnside
Portland, Oregon 97209

Dear Mr. Fuhrer:

Please find enclosed herewith triplicate copies of agreement to provide Mental Retardation Programs to eligible residents of the Model Neighborhood as authorized by Ordinance No. 135758.

You will note in paragraph "F", page 2, that it is necessary for you to furnish a statement from your chief fiscal officer or insurer, insuring that all persons handling funds received or disbursed under this contract are covered by a fidelity bond in the amount of \$3,000.00.

In paragraph "G", page 2, the contract requires a certificate of insurance with the amounts of liability stated and the endorsement necessary. We are enclosing one copy of the contract for your bonding and insurance company's use in furnishing the bond statement and the insurance certificate.

Will you kindly have all three copies of the agreement signed by two officials of your agency and return them with the bond statement and insurance certificate to this office. The officials signing must give their titles and the bond must cover the period of the contract.

After the agreement has been signed by City officials, one copy will be returned to you.

Yours very truly,

GEORGE YERKOVICH

Auditor of the City of Portland
By:

Chief Deputy Auditor

MS:dlh
Encls.Copy - AR
EDR

RECEIVED

DEC 27 1972

Deputy Director

portland model cities

October 16, 1972

Mr. Walter Fuhrer
Multnomah Association for Retarded Children
718 W. Burnside
Portland, Oregon 97209

Dear Walter:

I am writing to notify you of an allocation action by our Citizen Planning Board that affects the MARC Umbrella Project. The Board has allocated \$10,363.00 as supplemental funding for Project STAR for the Third Action Year.

Before money is actually dispersed there will have to be a contract extension written for the MARC Umbrella Project for Third Action Year. The essential step in completing this contract extension is that of completing a program plan and line item budget for the \$10,363. This program plan will be in the Standard Model Cities format.

Sincerely,



ANDREW RAUBESON
DEPUTY DIRECTOR

AR:ce

cc: C. Jordan
N. Nickerson, Portland Project STAR
Earl Long, National Project STAR
E. Shelton Hill, Portland Urban League
R. Rix, CHPA
Official Files (2)