

AUG 30 1972

13485

28-33-081B

THIS AGREEMENT, entered into this 1st day of August, 1972, by and between the CITY OF PORTLAND, a municipal corporation of the State of Oregon, hereinafter referred to as "City," and the PORTLAND DEVELOPMENT COMMISSION, 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, as a part of said program, the Model City Agency of the City has determined that a need exists in the Model Neighborhood for a housing repair project, the purpose of which should be to correct serious defective conditions in single family dwellings; and

WHEREAS, the Agency has presented itself to the City as capable and willing to perform said housing repair services for Model Neighborhood residents; and

WHEREAS, the City desires to engage the Agency to conduct said housing repair project,

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

I. SCOPE OF SERVICES

The Agency shall in a satisfactory and proper manner as determined by the City, perform the services specified in Exhibit "A" (project description) attached hereto, in an appropriate manner to achieve the purpose and serve the beneficiaries described in Exhibit "A" (project description).

II. DURATION OF AGREEMENT

This agreement is for the period from August 1, 1972 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 \$168,510.

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.

RECEIVED

SEP 26 1972

MODEL CITIES

ORIGINAL DOCUMENT

DO NOT REMOVE FROM CENTRAL FILES

Page 1 - AGREEMENT

B. The requisition for payment shall be accompanied by a report to the City, in form satisfactory to the City, and shall specify

FORWARDED TO Encl. Admin. Dept. file

FROM DIRECTORS OFFICE

9/26/72

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. In performance of this agreement, the Agency agrees not to make any expenditures unless such expenditures are provided for in Exhibit "A" (budget).
- E. 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.
- F. 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 \$25,000.
- G. 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 \$168,510 for all of services required.

IV. TERMINATION.

This contract may be cancelled at the election of the City for any willful failure or refusal on the part of the Agency to perform faithfully the contract according to its terms.

- A. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by the Agency under this contract shall, at the option of the City, become its property; and the Agency shall be entitled to receive reimbursement for costs incurred in performance of all work satisfactorily completed hereunder.
- B. The Agency shall be liable to the City for damage sustained by the City by virtue of any breach of the contract by the Agency, and the City may withhold any payments to the Agency for the purpose of set-off until such time as the exact amount of damage due the City from the Agency is determined.
 - 1. This contract may be cancelled at the option of the Agency for any willful failure or refusal on the part of the City to perform faithfully the contract according to its terms.
 - 2. 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.

V. LABOR STANDARDS.

The Agency in performance of this agreement shall comply with all applicable guidelines and requirements as set forth in Exhibit "B" hereof.

VI. 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 Commission in charge of the Model City Program.
- C. All personal property purchased as a cost of this project shall be and remain the sole property of the City and shall carry a City identification tag.
- D. None of the work or services covered by this contract shall be subcontracted without prior written approval of City. 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. The Agency shall submit to the City Demonstration Agency one copy of monthly progress reports and one copy of all formal documents produced under this agreement.
- F. All statutory, charter and ordinance provisions that are applicable to public contract in the City of Portland and the State of Oregon shall be followed.
- G. Agency hereby agrees that, pursuant to Oregon Revised Statutes 279.312, Agency shall:
 - 1. Make payment promptly, as due, to all persons supplying to Agency labor or material for the prosecution of the work provided for herein.
 - 2. Pay all contributions or amounts due the Industrial Accident Fund from Agency or any subcontractor incurred in the performance of this contract.
 - 3. Not permit any lien or claim to be filed or prosecuted against the City on account of any labor or material furnished hereunder.
 - 4. Pay to the Department of Revenue of the State of Oregon all sums withheld from employees pursuant to ORS 316.167.
- H. Agency hereby agrees that, pursuant to ORS 279.314 if Agency fails, neglects or refuses to make prompt payment of any claim for labor or services furnished to Agency or a subcontractor by any person in connection with this contract as such claim becomes due, the City may pay such claim to the person furnishing the labor or services and charge the

amount of the payment against funds due or to become due Agency by reason of this contract. Agency further agrees that payment by City of such a claim shall not relieve the Agency or its surety from his or its obligation with respect to any unpaid claim.

- I. Agency hereby agrees, pursuant to ORS 279.316, no person shall be employed for more than eight hours in any one day, or 40 hours in any one week, except in cases of necessity, emergency, or where the public policy absolutely requires it; and in such cases the laborer shall be paid at least time and a half for all overtime in excess of eight hours a day and for work performed on Saturday and on any legal holiday specified in ORS 187.010, except Veterans Day. However, when specifically agreed to under a written labor-management negotiated labor agreement, a laborer may be paid at least time and a half pay for work performed on Veterans Day or on any legal holiday specified in ORS 187.020.
- J. Agency hereby agrees, pursuant to ORS 279.030, that Agency shall make promptly, as due, payment to any person, copartnership, association or corporation, furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury to the employees of Contractor, of all sums which the Contractor agrees to pay for such services and all moneys and sums which Contractor collected or deducted from the wages of its employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement by and through their authorized representatives as of th date first above written, the City acting pursuant to Ordinance No. 135009.

CITY OF PORTLAND

By _____
Mayor

By _____
Commissioner of Public Safety

PORTLAND DEVELOPMENT COMMISSION

By _____

(Title)

By _____

(Title)

Approved as to Form:

City Attorney

PROJECT DESCRIPTION

CDA
PORTLAND, OREGON

PROJECT TITLE Housing Repair
PROJECT NUMBER 30-03
PROJECT STATUS ☐ New DATE: June 1, 1972
☒ Expanded
OPERATING AGENCY Portland Development Commission
PLANNING COMPONENT Physical Program
ADMINISTRATIVE NUMBER _____
PROGRAM ACCOUNT _____
CITIZENS WORKING COMMITTEE Physical Environment and Housing

PROJECT FUNDING	100% SUPPLEMENTAL	USING SUPPLEMENTAL	USING CATEGORICAL	OTHER	TOTAL
Anticipated					
Allocated	199,126				199,126

PROJECT INFORMATION

1. Operating Agency Portland Development Commission
2. Address 1700 S.W. Fourth
3. Telephone 224-4800
4. Director John B. Kenward
5. Legal Status Public Agency (Urban Renewal)
6. Authorized Signature
Agency Letter - Attachment #1
7. Dates of Contract Aug. 1, 1972 To June 15, 1973
8. CDA Assigned Staff
A. Planner Paul Forsander
B. Evaluator Rolly Franz

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INTRODUCTION

During the latter half of the First Action Year, a need was identified for a type of housing assistance that would enable families to safely live in their houses until such time as a complete housing rehabilitation program of loans or grants could be accomplished under the Neighborhood Development Program. Thus, the Housing Repair Project was created as a form of interim assistance for homeowners with serious structural or health related housing problems until the NDP could assist them. The project was never intended to completely rehabilitate homes, but rather make them safe for habitation.

As originally set up, during the First Action Year, a complete building inspection was performed by the Bureau of Buildings to determine if the applicants requesting a Housing Repair Grant did indeed have building code violations affecting their health, safety and welfare. This practice resulted in the Bureau of Buildings citing of many more violations that were possible or practical to correct under this Project. The result was the cost of jobs ran well above the \$1,000 anticipated.

The Project was changed at the start of Second Action Year by revising the Bureau of Building's function. The determination of eligible health/structural conditions, henceforth, was performed by Portland Development Commission rehabilitation staff. The homeowner and the PDC staff would jointly "examine" the structure to determine what repairs were necessary. A work order would then be prepared and a contract usually written with a Model Neighborhood contractor. The contractor would take out a building permit only for the repairs to be made; and a City inspector would inspect only those repairs. Under this procedure, most jobs fell below the \$1,000 maximum.

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30-03/HOUSING REPAIR PROJECT/PDC/3rd ACTION YEAR/June 1,1972

To date, the CDA and the Operating Agency have had 14 months experience with this project. The demand for housing repair assistance is great. PDC's experience with NDP has indicated that approximately 30% who live in an NDP area either cannot or will not qualify for 312 loans or 115 grants. (reasons: lack of clear title; dwelling infeasible for rehab; income too high for a grant, and can't afford a loan). Therefore, the CDA no longer views this project as interim assistance until NDP can cover the entire Model Neighborhood, but rather as a project which will complement NDP and fill in where it cannot assist residents.

PURPOSE AND BENEFICIARIES

This project will provide grants for repair of defective conditions in single family homes that adversely affect the health, safety, welfare and quality of life of the residents. A defective condition is defined as critical situation or set of circumstances endangering the health, safety and welfare of the occupants, and which requires prompt attention and remedy. The project is not intended to rehabilitate homes.

The beneficiaries of this project will be low-income owner-occupants of the Model Neighborhood who are unable to receive assistance under the Neighborhood Development Program (NDP). It is expected that about 150 homes can be repaired under the Third Action Year budget for this project. Eligibility for assistance will depend on two criteria: 1) families income; 2) condition of the structure. The maximum grant amount is \$1,000 per dwelling; with 20% (\$200) allowance for contingencies. (NOTE: the CDA will allow the 20% for contingencies only in cases where the repairs have been completed and the Bureau of Buildings Inspector has required that additional items be corrected).

1. Income Criteria - The income criteria from Section 115 of the Housing Act of 1949 will be used. Generally, the maximum income is \$3,000.
2. Condition of Structure - Only dwellings which have conditions present that are considered a hazard to the health, safety and welfare of the occupants qualify for assistance under this project. Determination of eligibility of a defective condition will be made through an examination of the home by the Operating Agency staff, using the criteria outlined in Attachment "A" of this Project Description.

It is anticipated that in all cases, the Operating Agency will seek to service Model Neighborhood Residents housing rehabilitation needs through grant/loan assistance under the Neighborhood Development Program (NDP). Furthermore, assistance under the Model Cities Housing Repair Project shall be limited only to those model neighborhood residents who cannot qualify for NDP assistance.

2. CONTENT AND OPERATION

The functions of the Project are:

1. Administer the Housing Repair Project
2. Perform Housing Repair
3. Operate Citizen Review Committee (CRC).

KEY ACTIVITIES OF THE FUNCTIONS ARE:

1. ADMINISTER THE HOUSING REPAIR PROJECT.

- a. Staff and Operate a Housing Repair Office
- b. Publicize the Project
- c. O/A receives and processes applications and determines evidence of repairs needed.

• Applicant goes to one of four Neighborhood Development Offices where he files an application. At this time O/A determines financial eligibility, ownership, etc. A site examination will be set up.

Site examination-O/A Repair Specialist examines dwelling with owner present. The Repair Specialist determines whether the condition which the applicant has requested to be repaired falls under the scope of this program (see Defective Condition Criteria).

- d: O/A staff prepares work orders and estimates of cost
- e. O.A staff negotiate with contractors and authorizes work to be done
 - 1) Selections made in rotation from previously prepared roster of qualified contractors.

- 2) Contractor examines premises and submits a job bid.
 - 3) On approval of the contract and work order requisition by owner and approval of job proposal by O/A, contractor is ordered to proceed.
- f. O/A reports H.R.P. status to CDA
- 1) Weekly status (# grants, applications, etc.)
 - 2) Monthly progress reports

2. PERFORM HOUSING REPAIR

- a. Contractor performs work
 - 1) Contractor applies for City Building Permit
 - 2) Contractor performs work
- b. O/A supervises contractor's work
- c. O/A pays contractor and closes out job
 - 1) Building Department certifies work satisfies City Building Code
 - 2) O/A makes final field examination to verify compliance with work order requisition.
 - 3) O/A pays contractor

3. OPERATION OF CITIZENS REVIEW COMMITTEE

- 1) Membership - see Citizens Participation
- 2) Meetings -as required, at least one per month
- 3) Technical Assistance - O/A staff shall provide the Citizens Review Committee with monthly work progress reports and the following information on each application requiring committee action.
 - a) Reason for rejection
 - b) Documented summary of application

All of the Functions and Key Activities, except Function 1 - activity "b", will be administered by the Operating Agency. Function 1 - "b" Publicize the Project, will be performed by the City Demonstration Agency. Persons seeking assistance under the Housing Repair Project may fill out an application and receive information at any of the four neighborhood development offices: (NDO #1 5630 N.E. Union; NDO #2 3605 N.E. 15th; NDO #3 - 10 N.E. Graham; NDO #4 - 4000 N. Mississippi).

3. TIME TABLE

This project has been in operation since April 27, 1971. During the Second Action Year approximately 200 homes received H.R.P. assistance. During the Third Action Year it is anticipated that 150 homes can be repaired. To ensure that HRP funds are available throughout the year, the O/A will be limited to contracting one-quarter of the HRP grant funds during any quarter of the Action Year with carryover funding permitted. The O/A shall respond to all applications at the earliest possible time (subject to O/A work load and scheduling), except in cases of extreme emergency.

4. FUNDING

\$199,126 will be provided from Model Cities Third Action Year funds.

5. PROJECT ADMINISTRATION

The Portland Development Commission will administer the Project. PDC is the Urban Renewal Agency for the City of Portland, and is qualified to operate this project, because of its experience in housing rehabilitation through Federally aided Section 115 Rehabilitation Grants and 312 Rehabilitation Loans in the City. PDC will hire one full-time bookkeeper/stenographer to handle all records, files on other information for the Housing Repair Project. Existing Rehabilitation staff and financial staff will be used on a part-time basis for processing grant applications.

6. COORDINATION

The Operating Agency Staff will coordinate the activities of the Project. Specially, these include the examination of the homes by O/A staff, the provision of clerical and technical assistance to the Citizens Review Committee; and the arrangement for work to be done by contractors.

O/A staff and CDA staff will be available to the Citizens Review Committee and will assist it whenever necessary. The O/A will coordinate HRP with the other Urban Renewal and housing activities it conducts through the Model Neighborhood. As Relocation Agency for the City and the City Demonstration Agency, the O/A will be expected to coordinate with the NDP and CDA relocation plans in cases where a structure is so badly deteriorated to make housing repair infeasible.

7. MONITORING AND EVALUATION

Progress will be measured by the number of homes successfully repaired. These determinations will be made by the Process Output Measures used by CDA staff. The CDA staff will assist the Citizens Review Committee and the Physical Environment and Housing Committee in monitoring and evaluation of this project. The O/A will transmit to the CDA weekly status reports and monthly operating reports from the O/A and evaluate the project.

This project will be subject to the monitoring and evaluation requirements as are specified in the Portland City Demonstration Agency overall Evaluation Plan and the City Demonstration Agency accounting manual. The monitoring and evaluation will be on a monthly basis. The reports will be recorded on special reporting forms supplied 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 tenth working day of the month. Failure to comply with requirement will result in the agency not receiving reimbursement until the following month.

The following is a list of the output measures, by function upon which the monitoring and evaluation of the project will be based:

OUTPUT MEASURES

FUNCTION 1 Administer the Project

a. Staffing information

- .furnish the name and title of each staff person and
number of man-hours spent per month.

b. Receive and Process Applications

- .number of applications received
- .number of applications disqualified for income reasons
- .number of applications disqualified for ownership reasons
- .number of applications disqualified for structural reasons
- .number of applications disqualified for area reasons
- .number of applications disqualified and appealed to
Citizens Review Committee
- .number of applications appealed and approved by Citizens
Review Committee
- .number of applications eligible for processing
- .number of jobs committed/under way
- .number of jobs completed
- .dollar amount of HRP Grant Funds committed
- .dollar amount of HRP Grant Funds paid out
- .dollar amount of HRP Grant Funds remaining

FUNCTION 2 PERFORM HOUSING REPAIR

.breakout each job by: .applicant
.nature of work
.contractor
.amount

FUNCTION 3 OPERATION OF CITIZENS REVIEW COMMITTEE

._____ number and dates of monthly meetings (and attendance rosters)
.supply (2) copies of CRC meeting minutes
._____ number of applications reviewed by CRC
._____ number approved

8. CITIZENS PARTICIPATION

This Project was approved by the Model Cities Physical Environment and Housing Working Committee on January 17, 1972, and the Model Cities Citizens Planning Board on March 29, 1972.

Citizens Participation during the operation of this Project will be through the Citizens Review Committee. This Committee will be composed of eight members; one member from each of the Model Cities School Attendance Districts. There shall be one alternate from each District. The Committee members will be selected by the citizens organizations recognized by the Model Cities Citizens Planning Board in each District, and shall serve for one year terms.

It is contemplated that most decisions will be made by the O/A staff, which shall facilitate providing Housing assistance.

Decisions to be made by the Citizens Review Committee will involve only individual applicants for Housing Repair. The following are examples of such decisions:

- 1) Whether an applicant who is not an owner-occupant should become a beneficiary under the Project.
- 2) Whether the applicant, whose income exceeds \$3,000 should be eligible because of hardship.
- 3) Grievance - Any complaints about the project; quality of repairs; treatment by O/A staff, etc., shall be referred to the Committee.

F For example, the CRC can decide differences of opinion between the O/A and the applicant over the question of eligibility of repairs.

However, the CRC can only grant repairs up to \$1,000 maximum.

Each quarter a status report of the project will be prepared by the Operating Agency and submitted to the Physical Environment and Housing Working Committee for review.

9. RESIDENT EMPLOYMENT

The O/A will continue the Project with existing personnel. Any new staff required will be persons knowledgeable in home rehabilitation or will receive detailed "on the job" training. Model Cities residents will be given preference in cases where applicants are otherwise equal in thier qualifications for the positions to be filled.

Preference will be given to contractors who both live, and whose firms are based, in the Model Neighborhood.

The employment provisions outlined in Portland Model Cities response to CDA Letter 11, apply to this project.

ATTACHMENT "A" TO HOUSING REPAIR PROJECT DESCRIPTION

List of Defective Conditions

- STRUCTURAL -Failure or extreme defection of primary framing, joists, rafters, wall, etc.
- Failure of wall system, sash, doors, etc., to maintain protection from weather (i.e. wind, rain).
- Broken, missing or defective steps, railings, etc.
- ROOFING -Leaking roof into occupied portions of the dwelling.
- ELECTRICAL -Failure of electrical system or any of its components.
- Exposed or dangerous wiring or electrical components (i.e. fuse box).
- PLUMBING -Lack of running water (broken pipes, etc.)
- Lack of hot water (defective water heater)
- Existence of dangerous conditions in plumbing system (lack of vents, lead pipes, etc.)
- Inoperative or defective bath or kitchen fixtures.
- Inoperative or defective waste/sewage system
- HEATING -No heat or inadequate heat in the dwelling.
- A hazardous or defective heating system.
- OTHER -Existence of pests or rodents in the dwelling or on the site.
- Situations similar to those described in this section which adversely affect health, safety, welfare or quality of life for the residents.

BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

THIRD ACTION YEAR

DATE 12-9-71OPERATING AGENCY Portland Development CommissionADDRESS 1700 S.W. 4th - PortlandTITLE OF ACTIVITY Housing Repairs (30-03)

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 EXISTING 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.

N/A

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.

N/A

REMARKS— This budget reflects the total amount of funds authorized for this project for the third action year. It is to be noted that \$30,616 has been allocated for this project under ordinance no. 134707 thus accounting for the discrepancy between the budget figure of \$199,126 and the contract amount of \$168,510.

OK-15



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY (PAGE 2)

HOUSING REPAIR PROJECT- Third Action Year Budget

BUDGET --

CATEGORY CODE	CATEGORY TITLE	ESTIMATED COST	MCA SHARE (IF SHARED WITH OTHERS)
10	SALARIES (INCLUDING FRINGE BENEFITS)	43,455	
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	143,191	
30	TRAVEL, LOCAL)	
35	TRAVEL, OUT OF TOWN)	
40	CONSUMABLE SUPPLIES)	
50	SPACE(INCLUDING RENOVATION))	
55	UTILITIES(INCLUDING TELEPHONE)) 12,000	
60	FURNITURE & EQUIPMENT(RENTAL))	
65	FURNITURE & EQUIPMENT(PURCHASE))	
70	INSURANCE)	
71	MAINTENANCE & EQUIPMENT	(
79	MISC. EXPENSES	480	
TOTALS		199,126	

SUBMISSION--

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL

DATE

APPROVAL--

SIGNATURE AND TITLE OF CDA 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

DATE 12-9-71

OPERATING AGENCY PDC

ADDRESS 1700 SW Fourth Avenue, Pld, OR.

TITLE OF ACTIVITY Housing Repair

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
<u>LABOR & MATERIALS</u> 179 jobs @ \$799.95	\$ 143,191

* 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 20 Contracted Services

DATE 12-9-71

OPERATING AGENCY PDC

ADDRESS 1700 SW Fourth Avenue, Ptld, OR.

TITLE OF ACTIVITY Housing Repair

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
<u>LABOR & MATERIALS</u> 179 jobs @ \$799.94	\$ 143,191

* 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 thru 71 General Overhead

DATE 12-9-71

OPERATING AGENCY Portland Development Commission

ADDRESS 1700 S.W. Fourth Avenue, Portland, Oregon

TITLE OF ACTIVITY Housing Repair

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**		AMOUNT OR VALUE OF ITEM
<u>30-70</u> <u>GENERAL OVERHEAD</u> (Basis of Valuation Attached)		
Site Offices	\$500/mo.	
Personnel & Overhead - Central Office	\$500/mo.	\$12,000

* 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.

U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
MODEL CITIES ADMINISTRATION
SUPPLEMENTARY GENERAL CONDITIONS
FOR CONTRACTS WITH OPERATING AGENCIES AND CONTRACTORS*

EXHIBIT "B"

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.***

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.

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

** 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.

UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
HODGE, TOWN, WARDEN, HAZEN
LABOR STANDARDS PROVISIONS

1. OPPORTUNITIES FOR RESIDENTS

In all work made possible or resulting from this Contract, affirmative action will be taken to ensure that residents of the racial neighborhood area are given the opportunity for training and employment and that business concerns located in or doing in substantial part by residents of the racial neighborhood are to the greatest extent feasible, awarded contracts.

2. EQUAL OPPORTUNITY

A. During the performance of this Contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

(3) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representative of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access

to his books, records, and accounts by HUD and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this Contract or with any of the said rules, regulations, or orders, this Contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other penalties may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.

(7) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) above and paragraph 2 below in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as HUD may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by HUD, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

B. Non-Segregated Facilities. The Contractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The Contractor covenants that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. As used in this paragraph the term "segregated facilities" means any waiting room, work areas, restrooms and washrooms, restaurants and other eating areas, breakrooms, locker rooms and other storage or changing areas, smoking labs, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise.

3. SPECIAL USE OF TERM

Notwithstanding Section 109 of the Great Agreement and Section 100 of the Supplementary General Conditions, the term "Contractor" may include an "Operating Agency" as defined in the Great Agreement and the "Contractor" as defined in the Supplementary General Conditions.

4. DAVIS-BACON ACT

(1) Minimum wage. (i) All mechanics and laborers employed or working upon the site of the work will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amounts due at time of payment computed at wage rates not less than those contained in the wage determination decision of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics; and the wage determination decision shall be posted by the Contractor at the site of the work in a prominent place where it can be easily seen by the workers. For the purpose of this clause, contributions made or costs reasonably anticipated under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv). Also for the purposes of this clause, regular contributions made or costs incurred for more than a weekly period under plans, funds, or programs, but covering the particular weekly period, are deemed to be constructively made or incurred during such weekly period.

(ii) The Contracting Officer shall require that any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the Contract, shall be classified or reclassified conformably to the wage determination, and a report of the action taken shall be sent by the Federal agency to the Secretary of Labor. In the event the interested parties cannot agree on the proper classification or reclassification of a particular class of laborers and mechanics to be used, the question accompanied by the recommendation of the Contracting Officer shall be referred to the Secretary for final determination.

(iii) The Contracting Officer shall require, whenever the minimum wage rate prescribed in the Contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly wage rate and the Contractor is obligated to pay a cash equivalent of such a fringe benefit, an hourly cash equivalent thereof to be established. In the event the interested parties cannot agree upon a cash equivalent of the fringe benefit, the question, accompanied by the recommendation of the Contracting Officer, shall be referred to the Secretary of Labor for determination.

(iv) If the Contractor does not make payments to a trustee or other third person, he may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing benefits under a plan or program of a type expressly listed in the wage determination decision of the Secretary of Labor which is a part of this Contract: Provided, however, the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

(2) Withholding. HUD may withhold or cause to be withheld from the Contractor so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics employed by the Contractor or any subcontractor on the work the full amount of wages required by the Contract. In the event of failure to pay any laborer or mechanic employed or working on the site of the work, HUD may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

(3) Payrolls and basic records. (i) Payrolls and basic records relating thereto will be maintained during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records will contain the name and address of each such employee, his correct classification, rates of pay (including rates of contributions or costs anticipated of the types described in section 1(b)(2) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits.

(ii) The Contractor will submit weekly a copy of all payrolls to the City if the City is a party to the Contract, but if the City is not such a party the Contractor will submit the payrolls to the Agency for transmission to the City, for transmission to HUD. The copy shall be accompanied by a statement signed by the employer or his agent indicating that the payrolls are correct and complete, that the wage rates contained therein are not less than those determined by the Secretary of Labor and that the classifications set forth for each laborer or mechanic conform with the work he performed. A submission of a "Weekly Statement of Compliance" which is required under this Contract and the Copeland regulations of the Secretary of Labor (29 CFR, Part 3) and the filing with the initial payroll or any subsequent payroll of a copy of any findings by the Secretary of Labor under 29 CFR 5.5(a)(1)(iv) shall satisfy this requirement. The prime Contractor shall be responsible for the submission of copies of payrolls for all subcontractors. The Contractor will make the records required under the labor standards clauses of the Contract available for inspection by authorized representatives of HUD, the City for the Agency and the Department of Labor, and will permit such representatives to interview employees during working hours on the job.

(4) Apprentices. Apprentices will be permitted to work as such only when they are registered, individually, under a bona fide apprenticeship program registered with a State apprenticeship agency which is recognized by the Bureau

of Apprenticeship and Training, United States Department of Labor; or, if no such recognized agency exists in a State, under a program registered with the Bureau of Apprenticeship and Training, United States Department of Labor. The allowable ratio of apprentices to journeymen in any craft classification shall not be greater than the ratio permitted to the Contractor as to his entire work force under the registered program. Any employee listed on a payroll at an apprentice wage rate, who is not registered as above, shall be paid the wage rate determined by the Secretary of Labor for the classification of work he actually performed. The Contractor or subcontractor will be required to furnish to the Contracting Officer written evidence of the registration of his program and apprentices as well as of the appropriate ratios and wage rates, for the area of construction prior to using any apprentices on the contract work.

(5) Compliance with Copeland Regulations (29 CFR Part 3). The Contractor must comply with the Copeland regulations (29 CFR Part 3) of the Secretary of Labor which are herein incorporated by reference.

(6) Subcontracts. The Contractor will insert in any subcontracts the clauses contained in 29 CFR 5.5(a)(1) through (5) and (7) and such other clauses as HUD may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts which they may enter into, together with a clause requiring this insertion in any further subcontracts that may in turn be made.

(7) Contract termination; debarment. A breach of clauses (1) through (6) may be grounds for termination of the contract, and for debarment as provided in 29 CFR 5.6.

5. CONTRACT WORK HOURS STANDARDS ACT

(1) Overtime requirements. No Contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any laborer or mechanic in any workweek in which he is employed on such work to work in excess of eight hours in any calendar day or in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times his basic rate of pay for all hours worked in excess of eight hours in any calendar day or in excess of forty hours in such workweek, as the case may be.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the above set forth in subparagraph (1), the Contractor and any subcontractor responsible therefor shall be liable to any affected employee for his unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District

or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic employed in violation of the clause set forth in subparagraph (1) in the sum of \$10 for each calendar day on which such employee was required or permitted to work in excess of eight hours or in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in subparagraph (1).

(3) Withholding for unpaid wages and liquidated damages. HUD may withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor, such sums as may administratively be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in subparagraph (2).

(4) Subcontracts. The Contractor shall insert in any subcontracts the clauses set forth in subparagraphs (1), (2), and (3) of this paragraph and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts which they may enter into, together with a clause requiring this insertion in any further subcontracts that may in turn be made.

AUDITOR OF THE CITY OF PORTLAND

PORTLAND, OREGON 97204

ROOM 303
CITY HALL

COPY CERTIFICATE

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

} ss

GEORGE YERKOVICH Auditor of the City of Portland, do hereby certify that I have compared the following copy of Ordinance No. 135009, passed by the Council August 2, 1972, being, "An Ordinance authorizing an agreement by and between the City of Portland and the Portland Development Commission to provide emergency home repair services to residents of the Model City Neighborhood for the Third Action Year at a cost to the City of \$168,510, 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. 135009,

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 3rd day of August, 1972.

George Yerkovich

Auditor of the City of Portland

By

Gordon Croell

Deputy

ORDINANCE No. 135009

An Ordinance authorizing an agreement by and between the City of Portland and the Portland Development Commission to provide emergency home repair services to residents of the Model City Neighborhood for the Third Action Year at a cost to the City of \$168,510, authorizing warrants pursuant thereto, and declaring an emergency.


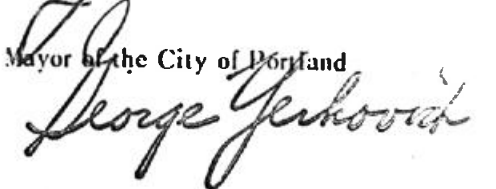
The City of Portland ordains:

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 housing repair project has been part of the Model City Program throughout the first and second action years; that it is appropriate for the Portland Development Commission 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 housing repair contract for the Second Action Year (Contract No. 13085) has been authorized by Ordinance No. 134707; that an appropriate form of agreement for the balance of the Third Action Year (August 1, 1972 through June 15, 1973) is attached hereto, which agreement provides for reimbursement to Portland Development Commission for the total cost not to exceed \$168,510; that said amount of \$168,510 is available to the City within the Model City appropriation; now, therefore, the Mayor and the Commission of Public Safety are hereby authorized to execute on behalf of the City an agreement with the Portland Development Commission 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 hereby are authorized to draw and deliver warrants pursuant to said contract on the Model City Fund (6687/30-03).

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 housing repair needs of Model Neighborhood residents 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, AUG 2 1972


Mayor of the City of Portland


Attest:

Auditor of the City of Portland

13485

BUREAU'S COPY

FILED AUG 30 1972

CF

Andersson, David R. ND

By Philip Schindlerman
Deputy

ACCEPTED JUN 25 1973

ORDINANCE NO. 136556

An Ordinance authorizing amendments to contracts by and between the City of Portland and certain social service agencies operating projects pursuant to the Model Cities Program so as to increase the cost of said contracts, 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 Cities Program; that pursuant to said program the city has entered into numerous contracts with operating agencies providing various services in the Model Neighborhood; that pursuant to Ordinance No. 134707, passed by the Council June 14, 1972, the Council authorized extensions to contracts with operating agencies for a 45 day period from June 16, 1972 through July 31, 1972; that said extensions provided for increased expenditures by those agencies during that 45 day period; that certain agencies did not spend the entire sums allocated to them during that 45 day extension and the Director of Model Cities Agency has recommended that said unspent sums be reallocated to those same agencies in order to allow them to complete Third Action Year projects in accordance with their approved annual budgets; that said unspent monies are now held as surplus in the Model Cities Fund and are available for reallocation; that a schedule attached hereto as Exhibit "A," and by this reference made a part hereof indicates those agencies for which contract amendments should be authorized and the cost of those amendments; that amendments to those contracts and for those amounts should now be authorized; now, therefore, those contracts listed in Exhibit "A," attached hereto hereby are amended so as to increase the compensation to be paid thereunder in the amounts indicated in Exhibit "A."

Section 2. This ordinance shall be an effective amendment to each of the contracts described in Exhibit "A," upon acceptance of the terms and provisions hereof in writing by the respective operating agencies indicated therein. All other terms and conditions set forth in said contracts shall remain in full force and effect.

Section 3. Inasmuch as this ordinance is necessary for the immediate preservation of the public health, peace and

RECEIVED

JUN 26 1973

ORDINANCE No.

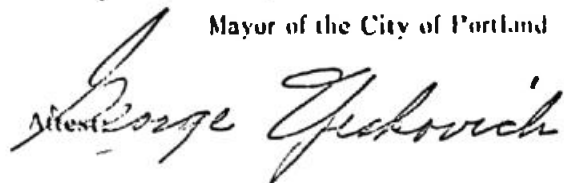
safety of the City of Portland in this: In order that the agencies listed in Exhibit "A" may continue providing services to Model Neighborhood residents without delay; therefore, an emergency hereby is declared to exist and this ordinance shall be in force and effect from and after its passage by the Council.

Passed by the Council, MAY 23 1973

Commissioner Schwab
May 16, 1973
MAL/fg



Mayor of the City of Portland



Auditor of the City of Portland

P. O. C.
13085

A-32-08A

To Model Cities

AUD. 50-25-640

2-68 3M

ACCEPTANCE

Extension of Contract
for Housing Repairs
Project
RECEIVED
JAN 17 9 15 AM
AUDITOR
PORTLAND, ORE.

Portland, Oregon, January 12, 1972

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. 133918, passed by the Council January 12, 1972, retroactively amending Contract No. 13085 by and between the City of Portland and the Portland Development Commission providing Emergency Home Repairs in the Model City area so as to extend the services provided under said contract to June 15, 1972, rescinding the categorical maximums for repair, adding \$177,305 to the cost thereof, 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.]

PORTLAND DEVELOPMENT COMMISSION

John B. Kenward, Executive Director

1700 S. W. Fourth Avenue (01)

Address

Approved as to form:

[Signature]

City Attorney

Approved as to form:

[Signature]

Commission Legal Counsel

*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.

RECEIVED

JAN 19 1972

MODEL CITIES

ORDINANCE NO. 133918

An Ordinance retroactively amending Contract No. 13085 by and between the City of Portland and the Portland Development Commission providing Emergency Home Repairs in the Model City area so as to extend the services provided under said contract to June 15, 1972, rescinding the categorical maximums for repair, adding \$177,305 to the cost thereof, 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 as part of said program and pursuant to Ordinance No. 132221, the City entered into Contract No. 13085 with the Portland Development Commission to provide home repairs in connection with said program; that said contract expired on June 15, 1971 so as to coincide with the termination of the Model City First Action year; that Ordinance No. 132963 extended said contract 46 days into the Second Action Year (June 16, 1971 to July 31, 1971); that the Director of the Model City Agency has recommended that said contract now be extended to June 15, 1972; that the cost to the City to extend said contract from August 1, 1971 to June 15, 1972 will be \$177,305; that said amount is available to the City within the Model City appropriation; that the Director of the Model City Agency has also recommended that the contractual limits on expenses for certain repair categories as found in Section 1E of the contract be rescinded; that it should be a condition of extension of said contract that a new project description and budget be added to said contract to replace the project description and budget currently attached to said contract as Exhibit "A"; that grant determination procedures used in the First Action Year have been followed through September 30, 1971; that the new project description requires adherence to the \$1,000 maximum limit per grant, with an allowance for a 10% increase in unusual cases, which shall be adhered to after September 30, 1971; that an appropriate project description and budget are attached hereto marked Exhibit "A" which budget provides for a total expenditure by the City pursuant to Contract No. 13085 for the Second Action Year (June 16, 1971 to June 15, 1972) in the amount of \$244,930 (the \$244,930 consists of \$42,735 unexpended at the end of the First Action Year plus the amount of \$24,890 provided by the extension of said contract from June 15, 1971 to July 31, 1971 [Ordinance No. 132963] and the amount \$177,305 to be added to said contract by this ordinance); that Contract No. 13085 should be extended retroactively from August 1, 1971 to June

ORDINANCE No.

15, 1972 and amended by rescission of categorical spending limits retroactively to the date of initial execution; now, therefore, Contract No. 13085 by and between the City of Portland and the Portland Development Commission is hereby amended so as to extend said contract retroactively from August 1, 1971 to June 15, 1972 at a cost to the City of \$177,305 and a project description and budget similar in form to Exhibit "A," attached to the original only hereof and by this reference made a part hereof, is hereby made a part of said contract replacing the project description and budget presently attached to said contract as Exhibit "A," and all reference in said contract to Exhibit "A" and the budget shall be interpreted to mean the project description and budget attached hereto as Exhibit "A."

Section 2. That portion of Contract No. 13085 which restricts spending within certain repair categories (Sec. 1E, p.p. 2 and 3) is hereby rescinded retroactively to the date of initial execution.

Section 3. That portion of Exhibit "A" which limits individual home repair grants to \$1,000 (p. 2, Grant Amount) is waived retroactively from August 1, 1971 through September 30, 1971 on the condition that after September 30, 1971 that term will be adhered to.

Section 4. This ordinance shall be an effective amendment to Contract No. 13085 upon acceptance of the terms and provisions of this ordinance in writing by the Portland Development Commission.

Section 5. 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 emergency home repairs for Model City beneficiaries may continue 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 12 1972

Mayor Schrunck
January 6, 1972
WRS:at


Mayor of the City of Portland

Attest:


Auditor of the City of Portland



BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

DEC 10 1971

PORTLAND DEVELOPMENT COMMISSION

DATE 12-9-71

OPERATING AGENCY Portland Development Commission

ADDRESS 1700 S.W. 4th - Portland

TITLE OF ACTIVITY Housing Repairs (30-03)

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.

N/A

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.

N/A

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)	43,455	
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	188,995	
30	TRAVEL, LOCAL	}	
35	TRAVEL, OUT OF TOWN		
40	CONSUMABLE SUPPLIES		
50	SPACE (INCLUDING RENOVATION)		
55	UTILITIES (INCLUDING TELEPHONE)		
60	FURNITURE & EQUIPMENT (RENTAL)	}	
65	FURNITURE & EQUIPMENT (PURCHASE)		
70	INSURANCE		
71	MAINTENANCE & EQUIPMENT		
79	MISC. EXPENSES		
		480	
TOTALS		244,930	

SUBMISSION —

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL

DATE

APPROVAL —

SIGNATURE AND TITLE OF MCA OFFICIAL

DATE



PERSONNEL

DATE 12-9-71

OPERATING AGENCY

Portland Development Commission

ADDRESS

1700 S.W. Fourth Avenue, Portland, Oregon

TITLE OF ACTIVITY

Housing Repair 30-03

[illegible]



BUDGET JUSTIFICATION

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

CATEGORY 30-03 DATE 12-9-71

OPERATING AGENCY Portland Development Commission

ADDRESS 1700 S.W. Fourth Avenue, Portland, Oregon

TITLE OF ACTIVITY Housing Repair

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
(20) <u>CONSULTANTS</u>	
80 jobs @ \$15 estimated need for City Inspection	
\$1,200	
<u>LABOR & MATERIALS</u>	
233 jobs @ \$805.99/each	
<u>187,795</u>	\$188,995

* 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 30-03 DATE 12-9-71

OPERATING AGENCY Portland Development Commission

ADDRESS 1700 S.W. Fourth Avenue, Portland, Oregon

TITLE OF ACTIVITY Housing Repair

DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**		AMOUNT OR VALUE OF ITEM
<u>30-70</u> <u>GENERAL OVERHEAD</u> (Basis of Valuation Attached)		
Site Offices	\$500/mo.	
Personnel & Overhead - Central Office	\$500/mo.	\$12,000

* 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.

HOUSING REPAIR PROJECT DESCRIPTION
(Second Action Year Version)

12-2-71

INTRODUCTION

Operation of the Housing Repair Project was commenced April 27, 1971, under the Model Cities First-Year Action Program and, under the Agreement between the City and the Operating Agency, was to continue through June 15, 1971. Subsequently, the Agreement was amended to provide funds for the Project through July 31, 1971. The Project has since been continued in accord with verbal agreement between the CDA and the O/A pending revision of the Project Description, preparation of budget, and execution of Agreement for operation of the Project to June 15, 1972. Approvals of all HOUSING REPAIR applications between June 16, 1971, and September 30, 1971, were given based upon the standards and criteria established in the First-Year Project. Modifications have been made in the Second-Year Project, as set forth herein, to the standards and criteria for eligibility. Notwithstanding anything contained in the Second-Year Project which will cover the period June 16, 1971, to June 15, 1972, standards, criteria and procedures established by the First-Year Project shall apply to all grants or transactions obligated or committed for the period June 16, 1971, through September 30, 1971.

Under the First-Year Project, the Citizens' Review Committee was authorized to exceed the maximum grant limit, but not the maximum limits established for each category of repair. In some instances, through a misunderstanding of the authority of the Review Committee, grants were authorized which exceeded the category maximums and payments were made. Approval of this Second-Action-Year Project will constitute an Amendment to the First-Year Project in those instances where such payments were made, and all such payments are hereby ratified and confirmed.

PURPOSE AND BENEFICIARIES

This project will provide grants for repair of defective conditions in single family homes that adversely affect the health, safety, welfare and quality of life of the residents. A defective condition is defined as critical situation or set of circumstances requiring prompt attention and remedy. This project is intended to respond to situations as quickly as possible. The project is not intended to rehabilitate homes.

The beneficiaries of this project are low-income owner occupants of the Model Neighborhood who do not reside in a designated Impact Area of a Neighborhood Development Program Area (NDP). It is expected that about 230 homes can be repaired under the Second-Action Year budget for this problem. Eligibility for assistance will depend on two factors: 1) income; 2) nature of the defective condition.

CONTENT & OPERATION

The project will operate under the following policies:

INCOME Maximum income is \$3000. Verification of income will use the Section 115 criteria of the Housing Act of 1949.

GRANT AMOUNT The total amount of the grant is limited to \$1000. In unusual cases, the grant may be exceeded up to 10%, at the discretion of O/A (Operating Agency) and with consent of the CDA staff. The Citizens Review Committee will not have the ability to exceed the maximum grant allowance.

After more experience with this project, and at the discretion of the Citizens Planning Board, the grant amount and other portions of this project may be revised.

DEFECTIVE CONDITIONS CRITERIA

Determination of eligibility of a defective condition will be made through an examination of the home by the O/A staff, using the criteria outlined in this Project Description and any other consulting advice as may be necessary. The following conditions are eligible for remedy under this project if they are serious enough to require immediate repair:

STRUCTURAL

- Failure or extreme deflection of primary framing, joists, rafters, wall, etc.
- Failure of wall system, sash, doors, etc., to maintain protection from weather (i.e. wind, rain)
- Broken, missing or defective steps, railings, etc.

ROOFING

- Leaking roof into occupied portions of the dwelling.

ELECTRICAL

- Failure of electrical system or any of its components.
- Exposed or dangerous wiring or electrical components (i.e. fuse box)

PLUMBING

- Lack of running water (broken pipes, etc.)
- Lack of hot water (defective water heater)
- Existence of dangerous conditions in plumbing system (lack of vents, lead pipes, etc.)
- Inoperative or defective bath or kitchen fixtures
- Inoperative or defective waste/sewage system

HEATING

- No heat or inadequate heat in the dwelling
- A hazardous or defective heating system

OTHER

- Existence of pests or rodents in the dwelling or on the site
- Situations similar to those described in this section which adversely affect health, safety, welfare or quality of life for the residents.

THE FUNCTIONAL ELEMENTS OF THE PROJECT ARE:

- Function 1 O/A sets up project and staff
- Function 2 CDA publicizes project
- Function 3 O/A receives and processes applications and determines evidence of repairs needed.
- Function 4 O/A prepares work order and requisitions
- Function 5 Negotitate with contractors and authorizes work
- Function 6 Contractor performs work
- Function 7 O/A supervises contractor's work
- Function 8 O/A pays contractor and closes out job
- Function 9 Operation of Citizens Review Committee

KEY ACTIVITIES OF THE FUNCTION ELEMENTS

- Function 1 O/A sets up Project and staff
 - O/A obtains or trains qualified staff
 - O/A sets up a work program, administrative procedures
- Function 2 CDA Publicizes Project
 - CDA prepares and mails brochure to areas eligible for housing repair grants
 - CDA staff contact neighborhood organizations about project
- Function 3 O/A receives and processes applications and determines evidence of repairs needed
 - Applicant goes to NDO #1 where he files an application. At this time O/A determines financial eligibility, ownership, etc. A site examination will be set up.
 - Site examination O/A Repair Specialist examines dwelling with owner present. The Repair Specialist determines whether the condition which the applicant has requested to be repaired falls under the scope of this program (see Defective Condition Criteria).
- Function 4 O/A staff prepares work orders and estimates of cost

Function 5 O/A staff negotiates with contractors and authorizes work to be done

- 1) Selections made in rotation from previously prepared roster of qualified contractors.
- 2) Contractor examines premises and submits a job bid.
- 3) On approval of the contractor and work order requisition by owner and approval of job proposal by O/A, contractor is ordered to proceed.

Function 6 Contractor performs work

- 1) Contractor applies for City Building Permit
- 2) Contractor performs work

Function 7 O/A supervises contractor's work

Function 8 O/A pays contractor and closes out job

- 1) Building Department certifies work satisfies City Building Code
- 2) O/A makes final field examination to verify compliance with work order requisition
- 3) O/A pays contractor

Function 9 Operation of Citizens Review Committee

- 1) Membership - see Citizens Participation
- 2) Meetings - as required, at least one per month*
- 3) Technical Assistance - O/A staff shall provide the Citizens Review Committee with monthly work progress reports and the following information on each application requiring committee action:
 - a) Reason for rejection
 - b) Documented resume of application

TIME TABLE

The Project has been in operation since April 27, 1971, and will run for an additional period ending June 15, 1972. The O/A shall respond to all applications at the earliest possible time on a "first-come-first-served" basis, subject to

manpower and workload. Job execution priority shall be established by the O/A according to need. The O/A shall endeavor to keep applicants informed about the current status of their applications.

FUNDING

The Portland Development Commission shall be paid for services and reimbursed for expenditures in accord with this Project Description and Budget in the following manner:

1. Central Office Supervision and Overhead - \$500 per month/flat rate.
2. Site Office Personnel: For actual hours of work performed at the salary rate for each employee performing such work, to which the following factors shall be added:
 - 10% for vacations, sick leave and holidays in accord with CDA/PDC agreement; plus,
 - 16 1/2% for fringe benefits in accord with City Administrative Code standards for furnishing services.
3. Site Office Overhead: \$500 per month/flat rate.
4. Contract Services: Actual cost basis.

The Portland Development Commission shall not be obligated to provide services, incur costs, or make payments beyond the budgeted amount for this Housing Repair Program. In the event the funds provided are not adequate to complete the Program, the CDA shall furnish such additional funds as may be necessary to complete the Program if such funds are available to it and approved by the Citizens' Planning Board.

PROJECT ADMINISTRATION

The Portland Development Commission will administer the Project. PDC is the Urban Renewal Agency for the City of Portland, and is qualified to do so because of its experience in housing rehabilitation through Federally aided Section 115 Rehabilitation Grants and 312 Rehabilitation Loans in the City.

For the operation of this Project, PDC will set up a separate Housing Repair Department with full-time Rehabilitation Advisors, stenographic staff and a part-time Supervisor of Housing Repair. The Housing Staff will be assisted, as necessary, by PDC Financial and Central Office Staff.

COORDINATION

The Operating Agency Staff will coordinate the activities of the Project. Specifically, these include the examination of the homes by O/A staff, the provision of clerical and technical assistance to the Citizens Review Committee; and the arrangement for work to be done by contractors.

O/A staff and CDA staff will be available to the Citizens Review Committee and will assist it whenever necessary. CDA staff will coordinate this project with other Second-Action Year programs which can assist with the social and other needs of beneficiaries under this project.

MONITORING AND EVALUATION

Progress will be measured by the number of homes successfully repaired. These determinations will be made by the Process Output Measures used by CDA staff. The CDA staff will assist the Citizens Review Committee and the Physical Environment and Housing Committee in monitoring and evaluation of this project. The CDA will receive quarterly progress reports and monthly operating reports from the O/A and evaluate the project.

PROCESS OUTPUT MEASURES OF FUNCTIONAL ELEMENTS

Function 1 Set up Project

- 1) Number of qualified contractors newly employed to be used on a rotating basis.
- 2) Narrative: What is the planned work program for 12 month period. This work program shall be reviewed monthly, and updated if necessary.

Function 2 CDA Publicizes Project

- 1) Number of brochures mailed.
- 2) Number of meetings attended to inform citizens about this project.

Function 3 O/A Receives and Processes Applications

- 1) Number of applications received
- 2) Number of eligible applicants
- 3) Number of building examinations by O/A staff
- 4) Number of eligible homes

Function 4 O/A Prepares Work Orders and RequisitionsFunction 5 Staff Negotiates with Contractors and authorizes work

- 1) Supply roster of qualified contractors
- 2) Number of estimates received
- 3) Number of estimates accepted by O/A
- 4) Average time required by contractor to perform estimate
- 5) Number of work order requisitions executed

Function 6 Contractor Performs Work

- 1) Number of jobs underway
- 2) Number of jobs completed
- 3) Average cost per job (by category)
- 4) Total cost of jobs to date
- 5) Average time of performance

Function 7 O/A Staff Pays Contractor

- 1) Number of cases referred to Committee
- 2) Describe what responses the Committee has made

CITIZEN PARTICIPATION

Citizens Participation will be through the Citizens Review Committee. This

Committee will be composed of one member from each of the Model Cities School Attendance Districts. There shall be one alternate from each District. The Committee members will be selected by the citizens' organizations recognized by the Model Cities Citizens Planning Board in each District, and shall serve for one year terms.

It is contemplated that most decisions will be made by the O/A staff, which will facilitate providing Housing Repair assistance.

Decisions to be made by the Citizens Review Committee will involve only individual applicants for Housing Repair. The following are examples of such decisions:

- 1) Whether an applicant who is not an owner-occupant should become a beneficiary under the Project.
- 2) Whether the applicant, whose income exceeds \$3,000 should be eligible because of hardship.
- 3) Grievance - Any complaints about the project; quality of repairs; treatment by O/A staff, etc., shall be referred to the Committee. For example, the CRC can decide differences of opinion between the O/A and the applicant over the question of eligibility of repairs. However, the CRC can only grant repairs up to \$1,000 maximum.

RESIDENT EMPLOYMENT

The O/A will continue the Project with existing personnel. Any new staff required will be persons knowledgeable in home rehabilitation or will receive detailed training. Model Cities residents will be given preference in cases where applicants are otherwise equal in their qualifications for the positions to be filled.

Preference will be given to contractors who both live, and whose firms are based, in the Model Neighborhood.

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

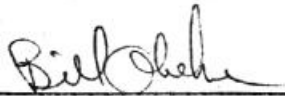
Interoffice Memorandum

DATE: April 25, 1972
TO: Ed Warmoth, Model Cities Coordinator
FROM: Bill Oberhue, Budget Analyst
SUBJECT: Contract Change Request - Portland Development Commission
Housing Repair - No. 1 - 2nd Action Year

I am forwarding the above request asking to transfer \$17,600 from savings in salaries to be used for approximately 20 additional home repair assistance payments.

This request is in agreement with this Agency and approval is requested.

BO



cc: C. Jordan/Director
A. Raubeson/Deputy Director
E. Roberts/AM Coordinator
B. Jones/Auditor's Office
L. Berry/Financial Specialist
M. Henniger/Physical Coordinator
Official Files (2)
4-25-72/OB/pl



CONTRACT CHANGE ORDER

DATE 4/25/72

CONTRACT NO. 13085 CHANGE NO. 1 2nd Action Year

PROJECT NAME Housing Repair

PROJECT NO. 30-03

OPERATING AGENCY Portland Development Commission

REQUESTER John B. Kenward, Director

PROGRAMMATIC IMPACT Increase funds available for the program and
reduce administration costs.

FINANCIAL IMPACT Lower salary allocation \$17,600 and raise
consultants and contract services by \$17,600.

- ☒ 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 ☐

APP. ☒ DISAPP. ☐

Andrew Ranken
CDA DIRECTOR

DATE 4/25/72

MAYOR



CONTRACT CHANGE REQUEST

— FOR CDA USE ONLY —

IDENT NO. 30-03

CONTRACT NO. 13085

CHANGE NO. 1-2nd AY-

CHANGE TYPE

BUDGETARY ☒

PROGRAMMATIC ☐

AGENCY Portland Development Commission

ADDRESS 1700 S.W. Fourth Avenue, Portland, Oregon 97201

PREPARED BY D.S. Silvey

DATE 4/7/72

HOUSING REPAIR

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE ±	REVISED BUDGET
10	SALARIES (INCLUDING FRINGE BENEFITS)	43,455	- 17,600	25,855
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	188,995	+ 17,600	206,595
30	TRAVEL, LOCAL			
35	TRAVEL, OUT OF TOWN			
40	CONSUMABLE SUPPLIES			
50	SPACE (INCLUDING RENOVATION)			
55	UTILITIES (INCLUDING TELEPHONE)	12,000	-0-	12,000
60	FURNITURE & EQUIPMENT (RENTAL)			
65	FURNITURE & EQUIPMENT (PURCHASE)			
70	INSURANCE			
71	MAINTENANCE & EQUIPMENT			
79	MISC. EXPENSES	480	-0-	480
TOTALS		244,930		244,930

JUSTIFICATION: Consolidation of HRP staff with NDP staff and reprogramming of duties/assignments resulted in increased production and substantial savings in salaries which will permit approximately 20 additional homeowners to receive interim assistance home repairs.

RECEIVED

APR 12 1972

MODEL CITIES

SIGNATURE

CDA-132

John S. Griffith
Chairman

Edward H. Look
Secretary

Vincent Raschio
Elaine Cogan
Arthur A. Riedel

PORTLAND DEVELOPMENT COMMISSION

1700 S.W. FOURTH AVENUE • PORTLAND, OREGON 97201 • 224-4800

10 April, 1972

John B. Kenward
Executive Director

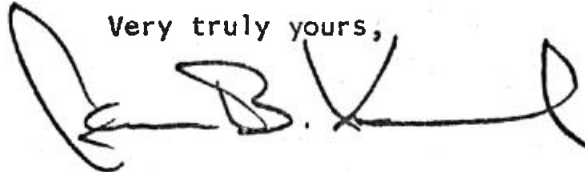
Mr. Charles E. Jordan, Director
Portland Model Cities
5329 N.E. Union
Portland, Oregon 97211

Re: Project Housing Repairs 30-03
Second Action Year

Dear Mr. Jordan:

We are enclosing a contract change request for the above subject project. The enclosed form should be self-explanatory but if you have any questions, please direct them to Charles E. Taft, Deputy Director-Operations.

Very truly yours,



John B. Kenward
Executive Director

JBK/CET:bf
Enclosure

RECEIVED

APR 12 1972

MODEL CITIES

W

INTEROFFICE MEMORANDUM

April 18, 1972

TO: Charles Jordan

FROM: Michael Henniger

SUBJECT: PDC Contract Change Requests

I have reviewed the two Contract Change requests received from the Portland Development Commission and approve the programmatic and fiscal aspects as follows:

1. Housing Repair 30-03

By combining responsibilities for rehab, financial certification and inspection with existing staff under the NDP program, PDC has achieved a \$17,600 savings in personnel costs which they are requesting be transferred to repair grants. Since this will allow 15-20 addition homeowners to be included in the program, and since the CPB has sought to expand the impact of the program, this request is approved and commended.

2. Pre-NDP-2 33-02

In response to notification by the CDA that certain line items will be "overspent" without a contract change request, the Development Commission is requesting unexpended consultant funds, remaining after the withdrawal of Pierce-Ramey be reprogramed to avoid over expenditure. Since the request is necessary to stabilize present expenditure and since there will be no programmatic loss resulting from using these particular funds, the request is approved.

MH



cc: DD/Raubeson
Sharp
Coord./Henniger
Official files (2)

RECEIVED
APR 19 1972
ADMINISTRATION

(Orig. B-33-01)

John S. Griffith
Chairman

Edward H. Look
Secretary

Vincent Raschio
Elaine Cogan
Arthur A. Riedel

PORTLAND DEVELOPMENT COMMISSION

1700 S.W. FOURTH AVENUE • PORTLAND, OREGON 97201 • 224-4800

10 April, 1972

John B. Kenward
Executive Director

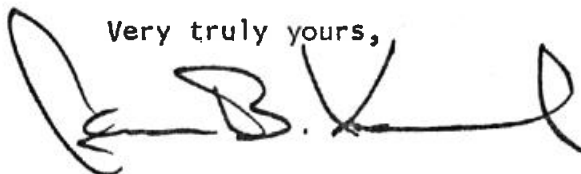
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Very truly yours,



John B. Kenward
Executive Director

JBK/CET:bf
Enclosure

RECEIVED

APR 12 1972

MODEL CITIES

W



CONTRACT CHANGE REQUEST

—FOR COA USE ONLY—

IDENT NO. _____

CONTRACT NO. _____

CHANGE NO. _____

CHANGE TYPE

BUDGETARY ☐

PROGRAMMATIC ☐

AGENCY Portland Development Commission

ADDRESS 1700 S.W. Fourth Avenue, Portland, Oregon 97201

PREPARED BY D.S. Silvey DATE 4/7/72

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE \pm	REVISED BUDGET
10	SALARIES (INCLUDING FRINGE BENEFITS)	43,455	- 17,600	25,855
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40	CONSUMABLE SUPPLIES			
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55	UTILITIES (INCLUDING TELEPHONE)	12,000	-0-	12,000
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71	MAINTENANCE & EQUIPMENT			
79	MISC. EXPENSES	480	-0-	480
TOTALS		244,930		244,930

JUSTIFICATION: Consolidation of HRP staff with NDP staff and reprogramming of duties/assignments resulted in increased production and substantial savings in salaries which will permit approximately 20 additional homeowners to receive interim assistance home repairs.

RECEIVED

APR 13 1972

MODEL CITIES

SIGNATURE

*Contract
change*

portland model cities

May 8, 1972

Mr. John B. Kenward, Director
Portland Development Commission
1700 S. W. Fourth Avenue
Portland, Oregon 97201

Dear Mr. Kenward:

I am enclosing a copy of your approved contract change request for Housing Repair, dated April 10, 1972. This approval is effective April 25, 1972.

Please use the new figures at once on all future monthly reports, and if you have any question, please call me at the number below.

Sincerely,



Bill Oberhue
Budget Analyst

cc: C. Jordan/Director
E. Roberts/Admin. Mgmt. Coord.
L. Berry/Financial Specialist
B. Jones/City Auditor's Ofc.
M. Henniger/Physical Coordinator
A. Sharp/Evaluation Supervisor
Official Files (2) ✓
5-8-72-B0/pl

APR 25 1972

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Interoffice Memorandum

DATE: April 25, 1972
TO: Ed Warmoth, Model Cities Coordinator
FROM: Bill Oberhue, Budget Analyst
SUBJECT: Contract Change Request - Portland Development Commission
Housing Repair - No. 1 - 2nd Action Year

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This request is in agreement with this Agency and approval is requested.

BO *Bill Oberhue*

cc: C. Jordan/Director
A. Raubeson/Deputy Director
E. Roberts/AM Coordinator
B. Jones/Auditor's Office
L. Berry/Financial Specialist
M. Henniger/Physical Coordinator
Official Files (2)
4-25-72/OB/pl

RECEIVED

APR 28 1972

MODEL CITIES

RECEIVED
MAY 5 1972
ADMINISTRATION



CONTRACT CHANGE ORDER

DATE 4/25/72

CONTRACT NO. 13085 CHANGE NO. 1 2nd Action Year
PROJECT NAME Housing Repair
PROJECT NO. 30-03
OPERATING AGENCY Portland Development Commission

REQUESTER John B. Kenward, Director

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- ☐ THIS CHANGE WILL REQUIRE CONFIRMATION OR APPROVAL BY HUD BEFORE IT CAN BECOME EFFECTIVE.

SUPPORTING DOCUMENTATION ATTACHED YES ☒
NO ☐

APP. ☒ DISAPP. ☐

Arthur Rankin
CDA DIRECTOR

DATE 4/25/72

[Signature]
Commissioner-In-Charge

4/26/72



CONTRACT CHANGE REQUEST

FOR CDA USE ONLY

IDENT NO. 30-03
CONTRACT NO. 13085
CHANGE NO 1-2nd AY-
CHANGE TYPE
BUDGETARY ☒
PROGRAMMATIC ☐

AGENCY Portland Development Commission
ADDRESS 1700 S.W. Fourth Avenue, Portland, Oregon 97201
PREPARED BY D.S. Silvey DATE 4/7/72

Housing Repair

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE ±	REVISED BUDGET
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60	FURNITURE & EQUIPMENT (RENTAL)			
65	FURNITURE & EQUIPMENT (PURCHASE)			
70	INSURANCE			
71	MAINTENANCE & EQUIPMENT			
79	MISC. EXPENSES	480	-0-	480
TOTALS		244,930		244,930

JUSTIFICATION: Consolidation of HRP staff with NDP staff and reprogramming of duties/assignments resulted in increased production and substantial savings in salaries which will permit approximately 20 additional homeowners to receive interim assistance home repairs.

RECEIVED
APR 13 1972
MODEL CITIES

B. K.
SIGNATURE

John S. Griffith
Chairman

Edward H. Look
Secretary

Vincent Raschio
Elaine Cogan
Arthur A. Riedel

PORTLAND DEVELOPMENT COMMISSION

1700 S.W. FOURTH AVENUE • PORTLAND, OREGON 97201 • 224-4800

10 April, 1972

John B. Kenward
Executive Director

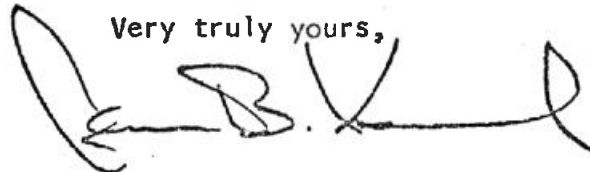
Mr. Charles E. Jordan, Director
Portland Model Cities
5329 N.E. Union
Portland, Oregon 97211

Re: Project Housing Repairs 30-03
Second Action Year

Dear Mr. Jordan:

We are enclosing a contract change request for the above subject project. The enclosed form should be self-explanatory but if you have any questions, please direct them to Charles E. Taft, Deputy Director-Operations.

Very truly yours,



John B. Kenward
Executive Director

JBK/CET:bf
Enclosure

RECEIVED
APR 12 1972
MODEL CITIES

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

INTEROFFICE MEMORANDUM

April 18, 1972

TO: Charles Jordan

FROM: Michael Henniger

SUBJECT: PDC Contract Change Requests

I have reviewed the two Contract Change requests received from the Portland Development Commission and approve the programmatic and fiscal aspects as follows:

1. Housing Repair 30-03

By combining responsibilities for rehab, financial certification and inspection with existing staff under the NDP program, PDC has achieved a \$17,600 savings in personnel costs which they are requesting be transferred to repair grants. Since this will allow 15-20 addition homeowners to be included in the program, and since the CPB has sought to expand the impact of the program, this request is approved and commended.

2. Pre-NDP-2 33-02

In response to notification by the CDA that certain line items will be "overspent" without a contract change request, the Development Commission is requesting unexpended consultant funds, remaining after the withdrawal of Pierce-Ramey be reprogramed to avoid over expenditure. Since the request is necessary to stabilize present expenditure and since there will be no programmatic loss resulting from using these particular funds, the request is approved.

MH



cc: DD/Raubeson
Sharp
Coord./Henniger
Official files (2)

RECEIVED
APR 19 1972
ADMINISTRATION



CONTRACT CHANGE REQUEST

FOR CDA USE ONLY

AGENCY Portland Development Commission
 ADDRESS 1700 S. W. Fourth Avenue
 PREPARED BY J. W. Bigham DATE 8-21-72

IDENT NO. _____
 CONTRACT NO. _____
 CHANGE NO. _____
 CHANGE TYPE
 BUDGETARY ☐
 PROGRAMMATIC ☐

HOME REPAIR PROJECT CONTRACT #13085

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE ±	REVISED BUDGET
10	SALARIES (INCLUDING FRINGE BENEFITS)	25,855	- 40	25,815
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	206,595	+ 40	206,635
30	TRAVEL, LOCAL			
35	TRAVEL, OUT OF TOWN			
40	CONSUMABLE SUPPLIES			
50	SPACE (INCLUDING RENOVATION)			
55	UTILITIES (INCLUDING TELEPHONE)	12,000	-0-	12,000
60	FURNITURE & EQUIPMENT (RENTAL)			
65	FURNITURE & EQUIPMENT (PURCHASE)			
70	INSURANCE			
71	MAINTENANCE & EQUIPMENT			
75	MISC. EXPENSES	480	-0-	440
TOTALS		244,930	-0-	244,930

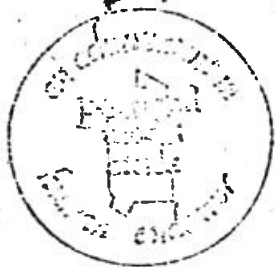
JUSTIFICATION: Adjustment of Budget Category Codes 10 and 20 to cover line item overrun.

RECEIVED

AUG 23 1972

MODEL CITIES

[Handwritten signature]



CONTRACT CHANGE REQUEST

— FOR CDA USE ONLY —

IDENT NO. _____

CONTRACT NO. _____

CHANGE NO. _____

CHANGE TYPE

BUDGETARY ☐

PROGRAMMATIC ☐

AGENCY Portland Development Commission

ADDRESS 1700 S. W. Fourth Avenue

PREPARED BY J. W. Bigham DATE 8-21-72

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JUSTIFICATION: Adjustment of Budget Category Codes 10 and 20 to cover line item overrun.

RECEIVED

AUG 23 1972

MODEL CITIES

[Handwritten signature]



CONTRACT CHANGE REQUEST

— FOR GSA USE ONLY —

IDENT NO. _____

CONTRACT NO. _____

CHANGE NO. _____

CHANGE TYPE
BUDGETARY ☐
PROGRAMMATIC ☐

AGENCY Portland Development Commission

ADDRESS 1700 S. W. Fourth Avenue

PREPARED BY J. W. Bigham DATE 8-21-72

HOME REPAIR PROJECT CONTRACT #13085

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TOTALS		244,930	-0-	244,930

JUSTIFICATION: Adjustment of Budget Category Codes 10 and 20 to cover line item overrun.

[Handwritten signature]

25-32-08A

October 2, 1972

John B. Kenward
Executive Director
Portland Development Commission
1700 S. W. Fourth Avenue
Portland, Oregon

Re: Contract Change for Housing Repair (30-03)

Dear Mr. Kenward:

Attached is the the approved contract change for Housing Repair (30-03), dated August 25, 1972, and effective per Mr. Jordan's signature, September 18, 1972.

If you have any questions regarding this matter, please do not hesitate to call upon me.

Sincerely,

Elvin D. Roberts
Admin. Management Coordinator

EDR:cfc

Attachment

cc: C. Jordan
A. Raubeson
B. Oberhue
G. Holliday
M. Henniger
A. Sharp
J. Bigham
Official Files ✓

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Interoffice Memorandum

August 25, 1972

TO: Jayne Carroll
M. C. Coordinator

FROM: Bill Oberhue
Budget Analyst

SUBJECT: CONTRACT CHANGE REQUEST #2 - 2nd AY HOUSING REPAIR

I am enclosing this request for a final contract change for the Second Action Year. This will enable Portland Development Commission to be reimbursed for their full approved expenses by adjusting the budget to coincide with expenses.

B0 Bill Oberhue

B0:cc

Enclosure

cc: C. Jordan
A. Raubeson
E. Roberts
B. Jones

RECEIVED

SEP 29 1972

MODEL CITIES

RECEIVED

OCT 02 1972

ADMINISTRATION



CONTRACT CHANGE ORDER

DATE 08-25-72

CONTRACT NO. 13085 CHANGE NO. #2 - 2nd AY
PROJECT NAME HOUSING REPAIR
PROJECT NO. 30-03
OPERATING AGENCY PORTLAND DEVELOPMENT COMMISSION
REQUESTER John B. Kenward

PROGRAMMATIC IMPACT None

FINANCIAL IMPACT To adjust final Second Action Year budget to cover expenses for agency

- ☒ 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 ☐

APP. ☒ DISAPP. ☐

Charles Gordon
CDA DIRECTOR

DATE 9/18/72

Francis J. Francis
COMMISSIONER IN CHARGE

ACTING

9/28/72

RECEIVED

SEP 29 1972

MODEL CITIES

RECEIVED

OCT 02 1972

ADMINISTRATION

DEPARTMENT
DEVELOPMENT AND
CIVIC PROMOTION OF
THE CITY OF PORTLAND



August 22, 1972

Mr. Charles Jordan, Director
Portland Model Cities Agency
5329 N. E. Union
Portland, Oregon

RECEIVED

AUG 23 1972

MODEL CITIES

Dear Charles:

Enclosed are contract change requests for our Pre NDP
#2 Program Contract No. 12954, and Home Repair Project
Contract No. 13085.

These contract change requests are submitted to realign
the category code line items to correspond more closely
with actual costs incurred. Such procedure was con-
firmed by telecon, this date, between Mr. Elvin Roberts
of your staff, and Mr. J. W. Bigham, PDC.

If you have any questions, please contact Mr. Bigham
at 224-4800.

Very truly yours,


John B. Kenward
Executive Director

JBK:jmc

Enclosed Contract No. 12954 - Pre NDP #2
Contract No. 13085 - Home Repair Project

RECEIVED

OCT 02 1972

ADMINISTRATION

RECEIVED

AUG 24 1972

ADMINISTRATION

RECEIVED

SEP 29 1972

MODEL CITIES

25

CONTRACT CHANGE REQUEST

— FOR CDA USE ONLY —

IDENT NO. 30-03
 CONTRACT NO. 13085
 CHANGE NO. 2 2nd A/y

AGENCY Portland Development Commission
 ADDRESS 1700 S. W. Fourth Avenue
 PREPARED BY J. W. Bigham DATE 8-21-72

CHANGE TYPE
 BUDGETARY ☒
 PROGRAMMATIC ☐

HOME REPAIR PROJECT CONTRACT #13085

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30	TRAVEL, LOCAL			
35	TRAVEL, OUT OF TOWN			
40	CONSUMABLE SUPPLIES			
50	SPACE (INCLUDING RENOVATION)			
55	UTILITIES (INCLUDING TELEPHONE)	12,000	-0-	12,000
60	FURNITURE & EQUIPMENT (RENTAL)			
65	FURNITURE & EQUIPMENT (PURCHASE)			
70	INSURANCE			
71	MAINTENANCE & EQUIPMENT			
75	MISC. EXPENSES	480	-0-	480
TOTALS		244,930	-0-	244,930

JUSTIFICATION: Adjustment of Budget Category Codes 10 and 20 to cover line item overrun.

RECEIVED
 SEP 29 1972
 MODEL CITIES

RECEIVED
 AUG 23 1972
 MODEL CITIES

RECEIVED
 AUG 24 1972
 ADMINISTRATION

RECEIVED
 OCT 11 1972
 ADMINISTRATION

[Handwritten signature]

THE DEPARTMENT
OF DEVELOPMENT AND
CIVIC PROMOTION OF
THE CITY OF PORTLAND



August 22, 1972

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Portland Model Cities Agency
5329 N. E. Union
Portland, Oregon

RECEIVED

AUG 23 1972

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Very truly yours,

John B. Kenward
Executive Director

JBK:jmc

Enclosed Contract No. 12954 - Pre NDP #2
Contract No. 13085 - Home Repair Project

John S. Gifford
General

Edward H. Hall
Director

William H. Hall
Assistant Director

John H. Hall
Assistant Director

John H. Hall
Assistant Director

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John H. Hall
Assistant Director



CONTRACT CHANGE REQUEST

—FOR CDA USE ONLY—

AGENCY Portland Development Commission
ADDRESS 1700 S. W. Fourth Avenue
PREPARED BY J. W. Bigham DATE 8-18-72

IDENT NO. _____
CONTRACT NO. _____
CHANGE NO. _____
CHANGE TYPE
BUDGETARY ☐
PROGRAMMATIC ☐

CONTRACT NO. 12954 - PRE NDP #2

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE ±	REVISED BUDGET
10	SALARIES (INCLUDING FRINGE BENEFITS)	128,139	- 2,567	125,572
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	85,505	+ 2,072	87,577
30	TRAVEL, LOCAL	769	-0-	769
35	TRAVEL, OUT OF TOWN			
40	CONSUMABLE SUPPLIES	3,301	-0-	3,301
50	SPACE (INCLUDING RENOVATION)	13,342	+ 445	13,787
55	UTILITIES (INCLUDING TELEPHONE)			
60	FURNITURE & EQUIPMENT (RENTAL)	215	-0-	215
65	FURNITURE & EQUIPMENT (PURCHASE)	1,700	+ 50	1,750
70	INSURANCE			
71	MAINTENANCE & EQUIPMENT			
72	MISC. EXPENSES	5,564	-0-	5,564
TOTALS		238,625	-0-	238,625

JUSTIFICATION: Adjustment of Budget Category Codes 20, 50, and 70 to cover line items overrun

RECEIVED

AUG 23 1972

MODEL CITIES

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CONTRACT CHANGE REQUEST

FOR CDA USE ONLY

IDENT NO. _____

CONTRACT NO. _____

CHANGE NO. _____

CHANGE TYPE
BUDGETARY ☐
PROGRAMMATIC ☐

AGENCY Portland Development Commission

ADDRESS 1700 S. W. Fourth Avenue

PREPARED BY J. W. Bigham DATE 8-18-72

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MODEL CITIES

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AGENCY Portland Development Commission

ADDRESS 1700 S. W. Fourth Avenue

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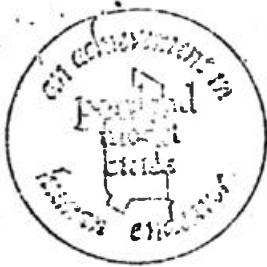
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MODEL CITIES

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CONTRACT CHANGE REQUEST

—FOR CDA USE ONLY—

AGENCY Portland Development Commission
ADDRESS 1700 S. W. Fourth Avenue
PREPARED BY J. W. Bigham DATE 8-21-72

IDENT NO. _____
CONTRACT NO. _____
CHANGE NO. _____
CHANGE TYPE
BUDGETARY ☐
PROGRAMMATIC ☐

HOME REPAIR PROJECT CONTRACT #13085

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55	UTILITIES (INCLUDING TELEPHONE)	12,000	-0-	12,000
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75	MISC. EXPENSES	480	-0-	440
TOTALS		244,930	-0-	244,930

JUSTIFICATION: Adjustment of Budget Category Codes 10 and 20 to cover line item overrun.

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AUG 23 1972

MODEL CITIES

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CONTRACT CHANGE REQUEST

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CHANGE TYPE
BUDGETARY ☐
PROGRAMMATIC ☐

AGENCY Portland Development Commission

ADDRESS 1700 S. W. Fourth Avenue

PREPARED BY J. W. Bigham DATE 8-21-72

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