

2016 FUND EXCHANGE AGREEMENT
2016 Paving and Overlay Project
Yamhill County

THIS AGREEMENT is made and entered into by and between the STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State"; and YAMHILL COUNTY, acting by and through its designated officials, hereinafter referred to as "Agency," both herein referred to individually or collectively as "Party" or "Parties."

RECITALS

1. By the authority granted in Oregon Revised Statute (ORS) [190.110](#), [366.572](#) and [366.576](#), State may enter into cooperative agreements with counties, cities and units of local governments for the performance of work on certain types of improvement projects with the allocation of costs on terms and conditions mutually agreeable to the contracting parties.

NOW THEREFORE, the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

TERMS OF AGREEMENT

1. Agency has submitted a completed and signed Part 1 of the Project Prospectus, or a similar document agreed to by State, outlining the schedule and costs associated with all phases of the 2016 Paving and Overlay Project, hereinafter referred to as "Project."
2. State has reviewed Agency's prospectus and considered Agency's request for the Fund Exchange. State has determined that Agency's Project is eligible for the exchange of funds.
3. To assist in funding the Project, Agency has requested State to exchange 2016 federal funds, which have been allocated to Agency, for state funds based on the following ratio:

\$94 state for \$100 federal

4. Based on this ratio, Agency wishes to trade \$539,770.00 federal funds for \$507,383.80 state funds.
5. The term of this Agreement will begin upon execution and will terminate September 30, 2018 unless extended by an executed amendment.

6. The Parties agree that the exchange is subject to the following conditions:
- a. The federal funds transferred to State may be used by State at its discretion.
 - b. State funds transferred to Agency must be used for the Project. This Fund Exchange will provide funding for specific roadway projects and may also be used for the following maintenance purposes:
 - i. Purchase or Production of Aggregate. Agency shall ensure the purchase or production of aggregate will be highway related and used exclusively for highway work.
 - ii. Purchase of Equipment. Agency shall clearly describe how it plans to use said equipment on highways. Agency shall demonstrate that the equipment will only be used for highway purposes.
 - c. State funds may be used for all phases of the Project, including preliminary engineering, right of way, utility relocations and construction. Said use shall be consistent with the Oregon Constitution and statutes (Section 3a of Article IX Oregon Constitution). Agency shall be responsible to account for expenditure of state funds.
 - d. This Fund Exchange shall be on a reimbursement basis, with state funds limited to a maximum amount of \$507,383.80. All costs incurred in excess of the Fund Exchange amount will be the sole responsibility of Agency.
 - e. State certifies, at the time this Agreement is executed, that sufficient funds are available and authorized for expenditure to finance costs of this Agreement within State's current appropriation or limitation of the current biennial budget.
 - f. Agency, and any contractors, shall perform the work as an independent contractor and will be exclusively responsible for all costs and expenses related to its employment of individuals to perform the work including, but not limited to, retirement contributions, workers' compensation, unemployment taxes, and state and federal income tax withholdings.
 - g. Agency shall comply with all federal, state, and local laws, regulations, executive orders and ordinances applicable to the work under this Agreement, including, without limitation, the provisions of ORS [279C.505](#), [279C.515](#), [279C.520](#), [279C.530](#) and [279B.270](#) incorporated herein by reference and made a part hereof. Without limiting the generality of the foregoing, Agency expressly agrees to comply with (i) [Title VI of Civil Rights Act of 1964](#); (ii) [Title V and Section 504 of the Rehabilitation Act of 1973](#); (iii) the [Americans with Disabilities Act of 1990](#) and ORS [659A.142](#); (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

- h. Agency, or its consultant, shall conduct the necessary preliminary engineering and design work required to produce final plans, specifications and cost estimates; purchase all necessary right of way in accordance with current state and federal laws and regulations; obtain all required permits; be responsible for all utility relocations; advertise for bid proposals; award all contracts; perform all construction engineering; and make all contractor payments required to complete the Project.
- i. Agency shall submit invoices to State on a monthly basis, for actual costs incurred by Agency on behalf of the Project directly to State's Project Manager for review and approval. Such invoices will be in a form identifying the Project, the agreement number, the invoice number or account number or both, and will itemize all expenses for which reimbursement is claimed. Under no conditions shall State's obligations exceed \$507,383.80, including all expenses. Travel expenses will not be reimbursed.
- j. Agency shall, at its own expense, maintain and operate the Project upon completion at a minimum level that is consistent with normal depreciation and service demand.
- k. All employers, including Agency, that employ subject workers in the State of Oregon shall comply with ORS [656.017](#) and provide the required Workers' Compensation coverage unless such employers are exempt under ORS [656.126](#). Employers Liability insurance with coverage limits of not less than \$500,000 must be included. Agency shall ensure that each of its subcontractors complies with these requirements.
- l. This Agreement may be terminated by either party upon thirty (30) days' notice, in writing and delivered by certified mail or in person.
 - i. State may terminate this Agreement effective upon delivery of written notice to Agency, or at such later date as may be established by State, under any of the following conditions:
 - A. If Agency fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
 - B. If Agency fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from State fails to correct such failures within ten (10) days or such longer period as State may authorize.
 - ii. Either Party may terminate this Agreement effective upon delivery of written notice to the other Party, or at such later date as may be established by the terminating Party, under any of the following conditions:

- A. If either Party fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow either Party, in the exercise of their reasonable administrative discretion, to continue to make payments for performance of this Agreement.
 - B. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or either Party is prohibited from paying for such work from the planned funding source.
- iii. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.
- m. State and Agency agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.
7. Agency acknowledges and agrees that State, the Oregon Secretary of State's Office, the federal government, and their duly authorized representatives shall have access to the books, documents, papers, and records of Agency which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of six (6) years after final payment. Copies of applicable records shall be made available upon request. Payment for costs of copies is reimbursable by State.
8. Agency certifies and represents that the individual(s) signing this Agreement has been authorized to enter into and execute this Agreement on behalf of Agency, under the direction or approval of its governing body, commission, board, officers, members or representatives, and to legally bind Agency.
9. This Agreement may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
10. This Agreement and attached exhibits constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

The funding for this Fund Exchange program was approved by the Oregon Transportation Commission on December 18, 2014, as a part of the 2015-2018 Statewide Transportation Improvement Program (STIP).

The Program and Funding Services Manager approved the Fund Exchange on August 5, 2016.

Signature Page to Follow

YAMHILL COUNTY, by and through its designated officials

By [Signature]
Title: Vice-Chair, BOC

Date 10-10-16

By Allen Sprunger
Title: Commissioner, BOC

Date 10-6-16

APPROVED AS TO LEGAL SUFFICIENCY

By [Signature]
Counsel

Date 10/7/16

Agency Contact:

John F. Phelan
Yamhill County Public Works Director
2060 Lafayette Avenue
McMinnville, Oregon 97128
(503) 434-7515
pubwork@co.yamhill.or.us

State Contact:

Shelly White-Robinson
Interim Local Agency Project Delivery Coord.
455 Airport Road SE, Building B
Salem, Oregon 97301
(503) 986-6925
Shelly.white-robinson@odot.state.or.us

STATE OF OREGON, by and through its Department of Transportation

By _____
Highway Division Administrator

Date _____

APPROVAL RECOMMENDED

By _____
Region 2 Manager

Date _____

By _____
Region 2 Planning and Development Review Manager

Date _____

By _____
Region 2 Local Agency Project Delivery Coordinator

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

By _____
Assistant Attorney General

Date _____

Accepted by Yamhill County
Board of Commissioners on
10-10-16 by Board Order
16-404

YAMHILL COUNTY, by and through its designated officials

By [Signature]
Title: Vice-Chair, BOC

Date: 10-12-16

By Allen Springer
Title: Commissioner, BOC

Date: 10-12-16

APPROVED AS TO LEGAL SUFFICIENCY

By [Signature]
Counsel

Date: 10/7/16

Agency Contact:

John F. Phelan
Yamhill County Public Works Director
2060 Lafayette Avenue
McMinnville, Oregon 97128
(503) 434-7515
pubwork@co.yamhill.or.us

State Contact:

Shelly White-Robinson
Interim Local Agency Project Delivery Coord.
455 Airport Road SE, Building B
Salem, Oregon 97301
(503) 988-6925
Shelly.white-robinson@odot.state.or.us

STATE OF OREGON, by and through its Department of Transportation

By _____
Highway Division Administrator

Date: _____

APPROVAL RECOMMENDED

By _____
Region 2 Manager

Date: _____

By _____
Region 2 Planning and Development Review Manager

Date: _____

By _____
Region 2 Local Agency Project Delivery Coordinator

Date: _____

APPROVED AS TO LEGAL SUFFICIENCY

By [Signature]
Assistant Attorney General

Date: 10/12/2016

Accepted by Yamhill County
Board of Commissioners on
10-12-16 by Board Order
16-402

YAMHILL COUNTY, by and through its designated officials

By [Signature]
Title: Commissioner, BOC

Date 10-10-16

By Allen Springer
Title: Commissioner, BOC

Date 10-6-16

APPROVED AS TO LEGAL SUFFICIENCY

By [Signature]
Counsel

Date 10/7/16

Agency Contact:

John F. Phelan
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(503) 986-6925
Shelly.white-robinson@odot.state.or.us

STATE OF OREGON, by and through its Department of Transportation

By [Signature]
Highway Division Administrator

Date 10/19/16

APPROVAL RECOMMENDED

By Harvey P.A. Chickering
Region 2 Manager

Date 10-11-16

By [Signature]
Region 2 Planning and Development Review Manager

Date 10-11-2016

By Shelly White-Robinson
Region 2 Local Agency Project Delivery Coordinator

Date 10-11-2016

APPROVED AS TO LEGAL SUFFICIENCY

By _____
Assistant Attorney General

Date see page prior

Accepted by Yamhill County Board of Commissioners on 10-16-16 by Board Order # 16-404



Delegation Order

	DELEGATION ORDER NO. HWY R2 04 07	PAGE NO. 1 of 3
SUBJECT Authority delegated from the Region 2 Manager to the Planning and Development Manager	EFFECTIVE DATE November 1, 2014	SUPERSEDES All Previous Orders
	APPROVED SIGNATURE <i>Sonny P.A. Chickering</i> (Sonny Chickering, Region 2 Manager)	

The Region 2 Manager delegates to the Planning and Development Manager the following responsibilities for Region 2 and authorizes the Planning and Development Manager to further delegate these authorities to the appropriate managers within the Planning and Development Business Line.* All actions must follow Department policies, standards, and practices.

Item	Authority	May further delegate?
1	Day-to-day activities for the planning and operation of the Region for Crews 2020, 2021, 2026, 2675, 2801 , including:	Item 1 and subsets a-d may be further delegated by Letter of Authority
	a. Approve travel claims, payroll, and other claims for expenditures, within budget limits [HWY 06, Item A1]	
	b. Administer federal and local regulations and regulations of other state agencies related to Region activities. [HWY 06, Item A1]	
	c. Administer statutes, administrative rules, and other Commission action related to the Region's activities. [HWY 06, Item A1]	
	d. Provide for the rehabilitation, restoration, maintenance and preservation of historic and scenic highways designated by the commission and post signs necessary to inform motorists of the location and significant features of the highway or structure. Signs posted must be consistent with the standards adopted by the Commission under ORS 810.200. [HWY 06, Item A1]	

Day-to-day activities do not include authorities retained by the Commission or Director such as adopting administrative rules, approving acquisition of real property, or

approving projects which are part of the Statewide Transportation Improvement Program or other modal plan; or authorities specifically delegated such as entering into procurement contracts or interagency or intergovernmental agreements.
 [HWY 06, Item A1]

Item	Authority	May further delegate?
2	Approve contracts for personal services including architectural, engineering and land surveying and related services (A&E) valued up to \$250,000 and any Small Contracting Program contract. Authority includes signing purchase requests, contract amendments, and other documents and approving the contract award. Note: Bids or proposals for personal service contracts must be solicited through Central Services Division. [HWY 06, Item A7]	May be further delegated by Letter of Authority
3	Take the following actions for public improvement contracts for the construction of highways, bridges, and other transportation facilities <u>included in the STIP</u> . [HWY 06, Item A9]	Item 3, subset a-e may be further delegated by Letter of Authority
	a. Approve time extension up to 30 days. [HWY 06, Item A9]	
	b. Approve minor contract change orders (including work on authorized items) up to \$250,000. Note: "minor contract change order" is described in the Construction Manual. [HWY 06, Item A9]	
	c. Approve major contract change orders (including work on authorized items) up to \$125,000. Note: "major contract change order" is described in the Construction Manual. [HWY 06, Item A9]	
	d. Approve settlement of contractor claims up to \$125,000. [HWY 06, Item A9]	

	e. Approve project overrun of the original construction authorization up to \$250,000. [HWY 06, Item A9]	
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* When authority is granted either through a subsequent Delegation Order or by a Letter of Authority, a copy of the document must be filed with the Support Services Branch, Business Services Section.