



# BOARD OF COUNTY COMMISSIONERS FOR COLUMBIA COUNTY, OREGON

Wednesday, August 8, 2018  
10:00 a.m. - Room 308

## BOARD MEETING AGENDA

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### CALL TO ORDER/FLAG SALUTE

### MINUTES:

Minutes, August 1, 2018 Board meeting.  
Minutes, August 1, 2018 Work Session

### VISITOR COMMENTS - 5 MINUTE LIMIT

### CONSENT AGENDA:

- (A) Ratify the Select to Pay for the week of 08.06.18.
- (B) Ratify Partition Plat for Scott Parker, Scappoose.
- (C) Order No. 31-2018, "In the Matter of the Cancellation of Uncollectible Personal Property Taxes".
- (D) Order No. 35-2018, "In the Matter of Declaring Certain Personal Property Owned by Columbia County to be Surplus to the County's Needs and Directing Disposal or Sale Thereof [Road Dept. Equipment and Vehicles]".

### AGREEMENTS/CONTRACTS/AMENDMENTS:

- (E) Rescind 5.10.18 approval of C27-2018 Amendment #1 to Grant Agreement #17-505 with the Oregon Office of Emergency Management and authorize the Chair to sign.
- (F) Approve C27-2018 Amendment #1 to Grant Agreement #17-505 with the Oregon Office of Emergency Management and Authorize the Chair to sign.
- (G) C85-2018 - ODOT Agreement #32275 for Gable Road Culvert Repairs.

**DISCUSSION ITEMS:**

- Cherie Moylan, Public Road Event Permits:
  - Wings & Wheels Half Marathon;
  - Hood to Coast Relay
  
- Holly Miller- Broadband Project Consultant Procurement

**COMMISSIONER HEIMULLER COMMENTS:**

**COMMISSIONER MAGRUDER COMMENTS:**

**COMMISSIONER TARDIF COMMENTS:**

**EXECUTIVE SESSION:**

*Pursuant to ORS 192.640(1), the Board of County Commissioners reserves the right to consider and discuss, in either open session or Executive Session, additional subjects which may arise after the agenda is published.*

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

In the Matter of the Cancellation of  
Uncollectible Personal Property Taxes

ORDER NO. 31-2018

WHEREAS, ORS 311.790, read in conjunction with ORS 203.145(3) provides that, if the Tax Collector and County Counsel determine that taxes on personal property are for any reason wholly uncollectible, they may request from the Board an order directing that the taxes be cancelled; and

WHEREAS, the Tax Collector and County Counsel have made a request, a copy of which is attached hereto, labeled Exhibit "A" and incorporated herein by this reference, for an order that taxes shown on the list of tax accounts, a copy of which is attached hereto, labeled Exhibit "B" and incorporated herein by this reference, be cancelled for the reasons shown therein; and

WHEREAS, the Board having reviewed the attached list of tax accounts finds that the property taxes shown thereon are indeed wholly uncollectible;

NOW, THEREFORE, IT IS HEREBY ORDERED as follows:

1. The Columbia County Tax Collector is hereby directed to cancel the personal property taxes shown on Exhibit "B".
2. The warrants issued for the collection of these taxes be cancelled without charge by the Columbia County Clerk.

Dated this \_\_\_\_\_, 2018.

BOARD OF COUNTY COMMISSIONERS FOR  
COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Margaret Magruder, Chair

By: \_\_\_\_\_  
Henry Heimuller, Commissioner

By: \_\_\_\_\_  
Alex Tardif, Commissioner

Approved as to form

By: \_\_\_\_\_  
Office of County Counsel

EXHIBIT "A"

***INTEROFFICE MEMORANDUM***

*OFFICE OF COUNTY COUNSEL - SARAH HANSON*

TO : Board of Commissioners  
FROM : Sarah Hanson  
MaryAnn Guess, Deputy Tax Collector  
DATE : August 2, 2018  
RE : Uncollectable Personal Property Taxes  
SUBJECT : Request for Cancellation

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ORS 311.790 provides that the Tax Collector and District Attorney may request the Board for an order directing that uncollectable personal property taxes be cancelled if they are considered wholly uncollectable. ORS 203.145(3) provides that the County Counsel shall advise the Board and other County officers in connection with questions of a civil nature arising in the discharge of their functions.

MaryAnn Guess, Deputy Tax Collector, prepared a list of uncollectable personal property accounts and I have reviewed it. We are in agreement that the taxes shown thereon are wholly uncollectable. Therefore, we are requesting the Board issue an order directing that they be cancelled.

Thank you for your consideration

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MaryAnn Guess, Deputy Tax Collector

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Sarah Hanson, County Counsel

COLUMBIA COUNTY TAX COLLECTOR

as of 8/2/2018

Exhibit B

"TAXES ONLY " UNCOLLECTIBLE PERSONAL PROPERTY ACCOUNTS

ACCOUNT	OWNER	TAX YR	AMOUNT DUE		REASON UNCOLLECTIBLE
			BUSINESS	MANF STRUCT	
1143	Larson, Jason Lee & Melanie Rachel	2017		509.14	Received notice of abandonment
		2016		501.84	Last Payment Received 2/2016
				<u>1,010.98</u>	
1758	Simonian, Robert	2015		49.61	Property query shows as an abandonment
		2014		49.38	Last Payment Received 11/2012
		2013		43.32	
				<u>142.31</u>	
1814	Smith, Scott E	2017		92.82	Abandoned - Left State and Unable to Locate
		2016		82.03	Last Payment Received 3/2017
		2015		57.44	
				<u>232.29</u>	
1841	Larsen, Jette M	2017		83.97	Received form hersner hunter attorney
		2016		99.78	Last Payment Received 1/2012
		2015		61.92	
		2014		54.87	
		2013		52.69	
		2012		59.65	
				<u>412.88</u>	
1984	Edwards, Mary S & Lynne L	2015		44.14	Notice of abandoned Mobile Home received - by
		2014		39.15	Nov 3, 2015 must be removed
		2013		39.58	Last Payment Received 2/2006
		2012		40.19	
		2011		93.90	
		2010		100.35	
		2009		98.51	
		2008		104.56	
		2007		110.09	
		2006		115.49	
				<u>788.12</u>	
2566	Sanders, Barbara	2017		53.74	From Stephen D Petersen LLC; 4/15/16 Letter of
		2016		52.59	abandoned
		2015		37.96	Last Payment Received 11/2014
				<u>144.29</u>	
2574	Koppe, Wilhelmina & Gerardus	2017		86.61	Notice to remove personal property 45 days as of
		2016		80.58	12/21/2017 per Lewis Hanson and Co.
		2015		51.80	Last Payment Received 11/2004
		2014		52.14	
		2013		46.01	
		2012		52.10	
		2011		290.68	
		2010		314.84	
		2009		301.01	
		2008		317.20	
		2007		310.22	
				<u>2,128.78</u>	
32369	Simpson, Bobbi J Lewis, Gary Alan	2017		48.04	Greenew & Markley, P.C. Dec. 1, 2016 must arrange
		2016		50.82	removal of structure to be mved before Jan. 18, 2017

EXHIBIT "B"

COLUMBIA COUNTY TAX COLLECTOR

as of 8/2/2018

Exhibit B

"TAXES ONLY " UNCOLLECTIBLE PERSONAL PROPERTY ACCOUNTS

AMOUNT DUE					
ACCOUNT	OWNER	TAX YR	BUSINESS	MANF STRUCT	REASON UNCOLLECTIBLE
		2015		36.38	No Payments Received
				<u>135.24</u>	
434064	Brandenfels, Martin	2015		8.43	Removed - Property Foreclosed
		2014		8.56	Last Payment Received 10/2015
		2013		8.62	
		2012		8.52	
		2011		40.61	
		2010		43.78	
		2009		43.38	
				<u>161.90</u>	
434062	Brandenfels, Martin	2012		8.52	Removed - Property Foreclosed
		2011		28.01	No Payments Received
		2010		29.90	
		2009		29.67	
				<u>96.10</u>	
433059	Brandenfels, Martin	2015		8.43	Removed - Property Foreclosed
		2014		8.56	Last Payment Received 10/2015
		2013		8.62	
		2012		8.52	
		2011		36.84	
		2010		36.84	
		2009		21.79	
				<u>129.60</u>	
1600	Brandenfels, Martin	2015		26.93	Removed - Property Foreclosed
		2014		24.13	Last Payment Received 10/2015
		2013		21.87	
		2012		20.29	
		2011		68.58	
		2010		68.32	
		2009		68.21	
		2008		53.61	
		2007		56.29	
		2006		58.79	
				<u>467.02</u>	
433058	Brandenfels, Martin	2015		42.00	Removed - Property Foreclosed
		2014		40.57	Last Payment Received 10/2015
		2013		38.80	
		2012		45.48	
		2011		45.38	
		2010		45.33	
		2009		26.17	
				<u>283.73</u>	
<b>TOTAL</b>				<b>6,133.24</b>	

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

In the Matter of Declaring Certain Personal  
Property Owned by Columbia County to be  
Surplus to the County's Needs and Directing the  
Disposal or Sale Thereof

ORDER NO. 35-2018

[Road Department Equipment & Vehicles]

WHEREAS, the Columbia County Road Department has determined that the items of County-owned property listed in Exhibit A, attached hereto and incorporated herein by this reference, are no longer needed for use by Columbia County and should be declared surplus and disposed of in accordance with the Columbia County Public Contracting Rules (Ordinance No. 2015-2, as amended); and

WHEREAS, the items listed in Exhibit A have a current market value ranging between \$500 and \$10,000; and

WHEREAS, under the Columbia County Public Contracting Rules (Ordinance No. 2015-2, as amended), items that the County no longer needs may be declared surplus and disposed of by certain approved methods; and

WHEREAS, the Road Department proposes to dispose of the surplus property by first offering the items to other public entities and then by public auction to the highest bidder, both of which are approved methods under the County's Public Contracting Rules;

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS HEREBY ORDERS:

1. The property identified in Exhibit A is declared surplus to the County's needs.
2. The property identified in Exhibit A shall be offered to other public entities and/or sold at public auction.
3. The Finance Director is authorized to sign titles transferring the ownership of the vehicles.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2018.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Margaret Magruder, Chair

Approved as to form

By: \_\_\_\_\_  
Henry Heimuller, Commissioner

By: \_\_\_\_\_  
Office of County Counsel

By: \_\_\_\_\_  
Alex Tardif, Commissioner

## EXHIBIT A

**2018 DISPOSAL LIST**

EQ #	YEAR	MAKE	MODEL	VIN # or SER #	E-PLATE	MARKET VALUE
122-R	1996	Jeep	Cherokee 4X4	1J4FJ27S2TL235944	E-197515	\$500.00
144-R	1997	Ford	Ranger 4X4 PU	1FTCR15U3VPA94250	E-203383	\$500.00
261-R	1997	Chevrolet	¾ Ton PU	1GCGC24R0VZ226715	E-203391	\$2,000.00
262-R	1997	Chevrolet	¾ Ton PU	1GCGC24R6VZ227755	E-203392	\$500.00
264-R	2001	Dodge	¾ Ton 4X4 PU	3B7KF26Z71M267417	E-212031	\$2,500.00
273-R	2006	Chevrolet	Coloradro 4x4 PU	1GCDT136068271357	E-234360	\$3,500.00
328-R	1964	Shop Built	Flatbed Trailer	TRL43234	E-159439	\$1,000.00
338-R	1973	White	Sander	391301	E-116791	\$1,000.00
344-R	1974	White	10 yd. Dump	LON3FNI447602	E-118199	\$1,000.00
347-R	1974	GMC	5 yd. Dump	TCE664V604451	E-120728	\$1,000.00
350-R	1996	Chevrolet	1 Ton Patch Truck	1GBKC34J1TJ111258	E-198587	\$2,000.00
359-R	1979	Chevrolet	5 yd. Dump / Plow	C17DE9V141954	E-141481	\$1,000.00
387-R	1993	Technician	8167 Flatbed Trailer	1T9S07H21PP378167	E-191178	\$2,000.00
418-R	1974	John Deere	570A Grader	002520T	N/A	\$7,500.00
425-R	1990	Gradall	G660E Rubber Tire Excavator	LOWER# NA-G016490	E-175146	\$10,000.00
511-R	1979	Yale	1700C Front End Loader	17-2059	N/A	\$2,500.00
515-R	1968	John Deere	350D Bulldozer	217462	N/A	\$1,500.00
600-R	1995	Ford/Tiger	6640 Mower	Tractor # 003658B	N/A	\$2,000.00
645-R	1988	Ford	6610-EA414C Tractor Mower	BB40825	E-166672	\$4,000.00
646-R	UNKN	Gallion	Rubber Tire Roller	9 PC-125-5032	N/A	\$2,500.00
669-R	UNKN	Brothers	SP2800 Pneumatic Roller	7942	N/A	\$2,500.00
679-R	1995	Bulldog	Flatbed Utility Trailer	4RJFS202351100279	None	\$1,000.00
683-R	1991	MSI	Tow Tack Sprayer	1M9AB1119MR389006	E-229555	\$500.00
684-R	1991	Etnyre	Chip Spreader	K5188	E-181716	\$10,000.00
698-R	2011	Home Built	Portable Slip-on Tack Unit	none	N/A	\$1,500.00
718-R	UNKN	Kohler	Portable Light Plant	Generator: 060840	N/A	\$500.00
739-R	UNKN	Lincoln	AC-225-S Stick Welder	7050-107	N/A	\$100.00
740-R	UNKN	MI-T-M Corp.	HSP2003 Pressure Washer	14775	N/A	\$100.00
763-R	UNKN	Lincoln	AC-225-S Welder	7351-408	N/A	\$100.00
772-R	UNKN	Over-Lowe	TP-5A4-DC Elect. Flood Light Set	851210/m	N/A	\$500.00
855-R	UNKN	Unknown	Shoulder Rocker	cannot locate	N/A	\$500.00

\$65,800.00



**LOCAL AGENCY AGREEMENT  
EMERGENCY RELIEF PROGRAM**Gable Road Culvert Repairs  
Columbia 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," or "ODOT," and COLUMBIA COUNTY, acting by and through its elected 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 Statutes (ORS) 190.110, 366.572 and 366.576, state agencies 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.
2. The portion of Gable Road on which this project will be constructed is a part of the county road system under the jurisdiction and control of Agency.

**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. Under such authority, State and Agency agree to construct permanent culvert replacements caused by flooding in December 2015, hereinafter referred to as "Project." The Project consists of replacement of an existing culvert with a full fish passage culvert on Gable Road at Columbia Boulevard. The location of the Project is approximately as shown on the detailed map attached hereto, marked "Exhibit A," and by this reference made a part hereof.
2. The Project will be conducted as a part of the Emergency Relief Program (ERP) under Title 23, United States Code and the total Project cost is estimated at \$224,953, which is subject to change. The Project will be financed with ERP funds, which are estimated in the amount of \$201,850, and will not exceed that amount without approval of the Federal Highway Administration (FHWA). The Project will be financed with ERP funds at the maximum allowable federal participating amount, which is 89.73 percent, with Agency providing the 10.27 percent match for eligible costs and paying for any non-participating costs, including all costs in excess of the available federal funds.

3. State will submit the requests for federal funding to Federal Highway Administration (FHWA). The federal funding for this Project is contingent upon approval by the FHWA. Any work performed prior to acceptance by FHWA or outside the scope of work will be considered nonparticipating and paid for at Agency expense.
4. State considers Agency a subrecipient of the federal funds it receives as reimbursement under this Agreement. The Catalog of Federal Domestic Assistance (CFDA) number and title for this Project is 20.205, Highway Planning and Construction.
5. The term of this Agreement will begin upon execution and will terminate upon completion of the Project and final payment or ten (10) calendar years following the date of final execution, whichever is sooner. The Project will be completed within two (2) calendar years following the date of final execution of this Agreement by both Parties, or such time as set forth in the *ER Manual* published by the FHWA. Projects for permanent repairs that have not advanced to construction obligation by the end of the second fiscal year following the year in which the disaster occurred can be authorized with a request to extend the timeframe from the Agency to FHWA. Additional information can be obtained at <http://www.fhwa.dot.gov/reports/erm/ermchap6.cfm#i>.
6. Information required by 2 Code of Federal Regulation (CFR) 200.331(a)(1), shall be contained in the USDOT FHWA Federal Aid Project Agreement for this Project, a copy of which shall be provided by State to Agency with the Notice to Proceed.
7. As required by 2 CFR 200.331(a)(4), the indirect cost rate for this Project at the time the Agreement is written is zero percent (0%). This rate may change during the term of this Agreement upon notice to State and State's subsequent written approval.
8. If the approved rate changes during the term of this Agreement, Agency shall invoice State using the current indirect cost rate(s) for the project on file with State at the time the work is performed. If Agency does not have an approved indirect cost rate on file with State at the time the work is performed, Agency shall invoice State using a zero percent (0%) rate.
9. When the Project scope includes work on sidewalks, curb ramps, or pedestrian-activated signals or triggers an obligation to address curb ramps or pedestrian signals, the Parties shall:
  - a. Utilize ODOT standards to assess and ensure Project compliance with the Americans with Disabilities Act of 1990 (ADA), including ensuring that all sidewalks, curb ramps, and pedestrian-activated signals meet current ODOT Highway Design Manual standards;

- b. Follow ODOT's processes for design, modification, upgrade, or construction of sidewalks, curb ramps, and pedestrian-activated signals, including using the ODOT Highway Design Manual, ODOT Design Exception process, ODOT Standard Drawings, ODOT Construction Specifications, providing a temporary pedestrian accessible route plan and current ODOT Curb Ramp Inspection form;
  - c. At Project completion, send an ODOT Curb Ramp Inspection Form 734-5020 to the address on the form as well as to State's Project Manager for each curb ramp constructed, modified, upgraded, or improved as part of the Project. The completed form is the documentation required to show that each curb ramp meets ODOT standards and is ADA compliant. ODOT's fillable Curb Ramp Inspection Form and instructions are available at the following address: <http://www.oregon.gov/ODOT/HWY/CONSTRUCTION/Pages/HwyConstForms1.aspx>; and
  - d. Promptly notify ODOT of Project completion and allow ODOT to inspect Project sidewalks, curb ramps, and pedestrian-activated signals located on or along a state highway prior to acceptance of Project by Agency and prior to release of any Agency contractor.
10. Agency shall, at its own expense, maintain and periodically inspect any sidewalks, curb ramps, and pedestrian-activated signals on portions of the Project under Agency's maintenance jurisdiction upon Project completion and throughout the useful life of the Project to ensure continuing compliance with the ADA. This provision shall survive termination of this Agreement.
11. By signing this Agreement, Agency agrees to comply with the provisions of the Federal Funding Accountability and Transparency Act (FFATA) and is subject to the following award terms: <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf> and <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>. If, in the preceding fiscal year, Agency received more than eighty percent (80%) of its gross revenues from the federal government, those federal funds exceed \$25,000,000 annually, and the public does not have access to information about the compensation of executives through reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the Internal Revenue Code of 1986, Agency shall report the total compensation and names of its top five executives to State. Agency shall report said information to State within 14 calendar days of execution of this Agreement and annually thereafter, utilizing the FFATA form attached hereto as "Exhibit B."
12. Agency shall ensure compliance with the Cargo Preference Act and implementing regulations (46 CFR Part 381) for use of United States-flag ocean vessels transporting materials or equipment acquired specifically for the Project. Strict compliance is required, including but not limited to the clauses in 46 CFR 381.7(a) and (b) which are incorporated by reference. Agency shall also include this requirement in all contracts and ensure that contractors include the requirement in their subcontracts.

13. Agency shall require its contractor(s) and subcontractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon, Oregon Transportation Commission and its members, Oregon Department of Transportation and its officers, employees and agents from and against any and all claims, actions, liabilities, damages, losses, or expenses, including attorneys' fees, arising from a tort, as now or hereafter defined in ORS 30.260, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Agency's contractor or any of the officers, agents, employees or subcontractors of the contractor ("Claims"). It is the specific intention of the Parties that State shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of State, be indemnified by the contractor and subcontractor from and against any and all Claims.
14. Any such indemnification shall also provide that neither Agency's contractor and subcontractor nor any attorney engaged by Agency's contractor and subcontractor shall defend any claim in the name of the State of Oregon or any agency of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the prior written consent of the Oregon Attorney General. The State of Oregon may, at any time at its election assume its own defense and settlement in the event that it determines that Agency's contractor is prohibited from defending the State of Oregon, or that Agency's contractor is not adequately defending the State of Oregon's interests, or that an important governmental principle is at issue or that it is in the best interests of the State of Oregon to do so. The State of Oregon reserves all rights to pursue claims it may have against Agency's contractor if the State of Oregon elects to assume its own defense.
15. This Agreement may be terminated by mutual written consent of both Parties.
16. This Agreement may be terminated by either Party upon thirty (30) days' notice, in writing and delivered by certified mail or in person.
  - a. 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:
    - i. If Agency fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
    - ii. 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.
    - iii. If Agency fails to provide payment of its share of the cost of the Project.

- b. 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:
    - i. If either Party fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.
    - ii. 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 if State is prohibited from paying for such work from the planned funding source.
17. If Agency terminates this Agreement for convenience, as described in General Provisions, paragraph 16 above, Agency must reimburse State for all federal funds expended on the Project. If Agency fails to reimburse State, State may withhold Agency's proportional share of State Highway Fund distribution necessary to reimburse State for costs incurred by such Agency termination.
18. Any termination of this Agreement will not prejudice any rights or obligations accrued to the Parties prior to termination.
19. The Special and Standard Provisions attached hereto, marked Attachments 1 and 2, respectively, are by this reference made a part hereof. The Standard Provisions apply to all federal-aid projects and may be modified only by the Special Provisions. The Parties hereto mutually agree to the terms and conditions set forth in Attachments 1 and 2. In the event of a conflict, this Agreement will control over the attachments, and Attachment 1 will control over Attachment 2.
20. Agency, as a recipient of federal funds, pursuant to this Agreement with State, shall assume sole liability for Agency's breach of any federal statutes, rules, program requirements and grant provisions applicable to the federal funds, and will, upon Agency's breach of any such conditions that requires State to return funds to the Federal Highway Administration, hold harmless and indemnify State for an amount equal to the funds received under this Agreement; or if legal limitations apply to the indemnification ability of Agency, the indemnification amount will be the maximum amount of funds available for expenditure, including any available contingency funds or other available non-appropriated funds, up to the amount received under this Agreement.
21. State and Agency hereto 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.

22. 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.
23. 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.
24. This Agreement and attached exhibits constitute the entire agreement between the Parties on the subject matter hereof. In the event of conflict, the body of this Agreement and the attached Exhibits will control over Project application and documents provided by Agency to State. 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 will 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, will be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement will not constitute a waiver by State of that or any other provision.
25. State's Project Manager for this Project is Bill Jablonski, Local Agency Liaison, ODOT, Area 1, 350 West Marine Drive, Astoria, Oregon 97103; phone: (503) 338-7334; email: [william.r.jablonski@odot.state.or.us](mailto:william.r.jablonski@odot.state.or.us), or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.
26. Agency's Project Manager for this Project is Tristan Wood, Engineering Project Coordinator, Columbia County Roads Department, 1054 Oregon Street, St. Helens, Oregon 97051; phone: (503) 397-5090; email: [tristan.wood@co.columbia.or.us](mailto:tristan.wood@co.columbia.or.us), or assigned designee upon individual's absence. Agency shall notify the other Party in writing of any contact information changes during the term of this Agreement.

**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.

This Project is in the 2015-2018 Statewide Transportation Improvement Program (STIP), (Key No. 19840) that was adopted by the Oregon Transportation Commission on December 18, 2014 (or subsequently by amendment to the STIP).

Under authority from State Delegation Order No. HWY-01, Paragraph No. B.5, the Maintenance Engineer is authorized to declare an emergency and Federal Emergency Relief Program Funds were approved by FHWA on May 2, 2016.

**COLUMBIA COUNTY**, by and through its  
elected officials

By \_\_\_\_\_  
Chair

By \_\_\_\_\_  
Commissioner

By \_\_\_\_\_  
Commissioner

Date \_\_\_\_\_

**APPROVED AS TO LEGAL FORM**

By \_\_\_\_\_  
County Legal Counsel

Date \_\_\_\_\_

**Agency Contact:**

Tristan Wood, Engineering Project Coordinator  
Columbia County Roads Department  
1054 Oregon Street  
St. Helens, OR 97051  
Phone: (503) 397-5090  
Email: [tristan.wood@co.columbia.or.us](mailto:tristan.wood@co.columbia.or.us)

**State Contact:**

Bill Jablonski, Local Agency Liaison  
ODOT, Area 1  
350 West Marine Drive  
Astoria, OR 97103  
Phone: (503) 338-7334  
Email: [william.r.jablonski@odot.state.or.us](mailto:william.r.jablonski@odot.state.or.us)

**STATE OF OREGON**, by and through  
its Department of Transportation

By \_\_\_\_\_  
Region 2 Manager

Date \_\_\_\_\_

**APPROVAL RECOMMENDED**

By \_\_\_\_\_  
Region 2 Project Delivery Manager

Date \_\_\_\_\_

By \_\_\_\_\_  
Area 1 Manager

Date \_\_\_\_\_

By \_\_\_\_\_  
State Traffic Engineer

Date \_\_\_\_\_

By \_\_\_\_\_  
Area 1 Local Agency Liaison

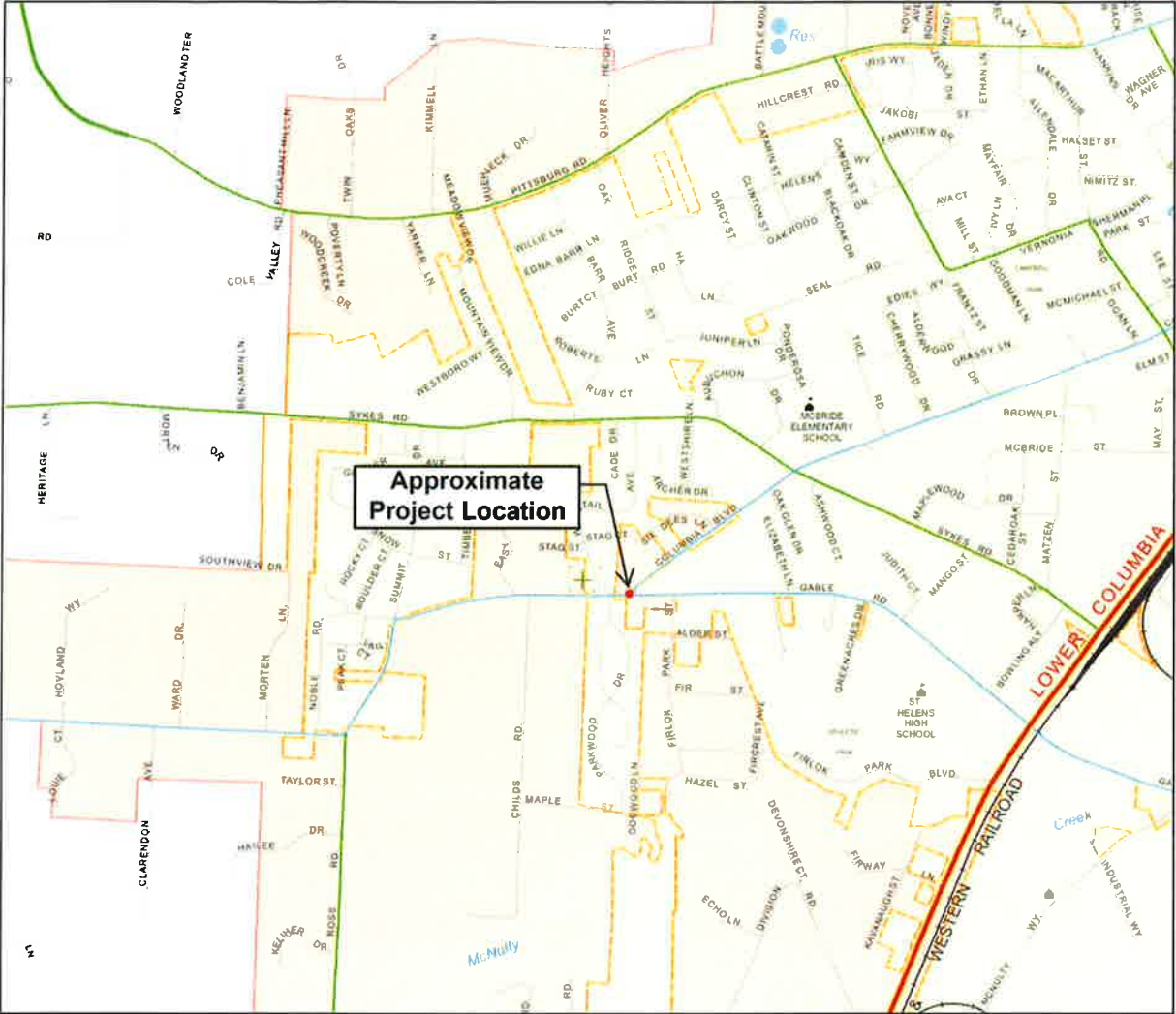
Date \_\_\_\_\_

**APPROVED AS TO LEGAL  
SUFFICIENCY**

By \_\_\_\_\_  
Assistant Attorney General

Date \_\_\_\_\_

**EXHIBIT A – Project Location Map**  
**Gable Road at Columbia Boulevard**





**Exhibit B**  
**Federal Funding Accountability Transparency Act (FFATA)**  
**Subaward Reporting**

(For purposes of this Exhibit, references to "your organization" shall mean "Agency" and references to "ODOT" shall mean "State".)

The Oregon Department of Transportation (ODOT) is required to fulfill a federal requirement for contracting under the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS). FFATA reporting is a requirement for subawards (also known as subrecipients) of federal awards in excess of \$25,000. Your organization will enter into an agreement with ODOT where the funding source is a federal grant with a subrecipient relationship. Your organization is required to submit the information below to the Oregon Department of Transportation within fourteen calendar days of execution of the Agreement and annually thereafter, if applicable. (See the following page for further details.)

**Legal entity name:** \_\_\_\_\_

**Data Universal Number System (DUNS) number:** \_\_\_\_\_

**Executive compensation**

Execution compensation information is also required to determine whether or not the following information must be reported in FSRS:

a. In your organization's previous fiscal year, did your organization receive 80% or more of its annual gross revenue and \$25,000,000 or more in federal procurement contracts, subcontracts, loans, grants, subgrants, cooperative agreements and federal financial assistance awards subject to the Transparency Act? (Include parent organization, all branches, and all affiliates worldwide.)

Yes  No If "yes," proceed to b. If "no," no further action is required and submittal of this form is not required.

b. Does the public have access to information about the compensation of the senior executives in your organization (Including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities and Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d) or section 6104 of the Internal Revenue Code of 1986?

Yes  No If "yes," provide a link to the SEC: <http://www.sec.gov> where this information is located and return form to the ODOT contact shown at the bottom of this form.

Provide link here:

If "no," provide compensation information below.

Names and annual compensation amounts of the five most highly compensated executives:

- 1. \_\_\_\_\_ \$ \_\_\_\_\_
- 2. \_\_\_\_\_ \$ \_\_\_\_\_
- 3. \_\_\_\_\_ \$ \_\_\_\_\_
- 4. \_\_\_\_\_ \$ \_\_\_\_\_
- 5. \_\_\_\_\_ \$ \_\_\_\_\_

Business entity contact information (person completing form):

\_\_\_\_\_  
Type name Title Date

Return completed form to: Jeff Flowers, Program and Funding Services Manager, Oregon Department of Transportation, 555 13<sup>th</sup> Street NE, Salem, OR 97301; [Jeffrey.A.FLOWERS@odot.state.or.us](mailto:Jeffrey.A.FLOWERS@odot.state.or.us)

734-5075 (10-28-2016)

**Background on FFATA requirements**

The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006. The intent of the Act is to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is [www.USASpending.gov](http://www.USASpending.gov).

**Definition of compensation**

Your organization is considered a subrecipient of federal funds. Unless your organization is exempt, FFATA requires you to report total compensation for each of your five most highly compensated executives for the preceding completed year. Total compensation means the cash and non-cash dollar value earned by the executive during the subrecipient's preceding fiscal year and includes the following: salary and bonus; awards of stock, stock options, and stock appropriation rights; earnings for services under non-equity incentive plans; change in pension value; above-market earnings on deferred compensation which is not tax-qualified; and other compensation as defined in 2 CFR Part 170, Section 170.330(b)(5)(vi).

More detailed information about the FFATA can be found at:  
<http://edocket.access.gpo.gov/2010-22705.pdf>

If you have any questions, contact:

Jeff Flowers  
Program and Funding Services Manager  
Oregon Department of Transportation  
555 13<sup>th</sup> Street NE  
Salem, OR 97301  
[Jeffrey.A.FLOWERS@odot.state.or.us](mailto:Jeffrey.A.FLOWERS@odot.state.or.us)  
Telephone: (503) 986-4453

## **ATTACHMENT NO. 1 SPECIAL PROVISIONS**

1. Agency, or the consultant, shall conduct the necessary field surveys, environmental studies, traffic investigations, foundation explorations, hydraulic studies, assist State with acquisition of necessary right of way and easements; obtain all required permits and arrange for all utility relocations/adjustments.
2. Upon State's award of the construction contract, Agency, or its consultant, shall be responsible for all required materials testing and quality documentation; and prepare necessary documentation with State-qualified personnel, to allow State to make all contractor payments. Agency shall be responsible for contract administration, construction engineering and inspection, and will follow the most current version of the *ODOT Construction Manual* and the *ODOT Inspector's Manual*.
3. Agency guarantees the availability of Agency funding in an amount required to fully fund Agency's share of the Project.
4. State may make available the State's On-Call Preliminary Engineering (PE), Design and Construction Engineering Services consultant for Local Agency Projects upon written request. If Agency chooses to use said services, Agency agrees to manage the work performed by the Consultant and reimburse State for payment of any Consultant costs that are not eligible as federal participating costs or that are not included as part of the total cost of the Project.
5. State will perform work throughout the duration of the Project and shall provide a preliminary estimate of State costs for this work. Prior to the start of each Project phase State shall provide an updated estimate of State costs for that phase. Such phases generally consist of Preliminary Engineering, Right of Way, Utility, and Construction. Agency understands that State's costs are estimates only and agrees to reimburse State for actual cost incurred per of this Agreement.
6. Agency shall pay all reimbursable costs of the Project, submit all claims for federal-aid participation to State in the manner described in the Standard Provisions and compile accurate cost accounting records. When the actual total cost of the Project has been computed, Agency shall furnish State with an itemized statement of final costs. State will reimburse Agency at the appropriate rate for costs incurred. Reimbursement to Agency shall take place after Emergency Relief funds are released to State.
7. State and Agency agree that the useful life of this Project is defined as twenty (20) years.
8. If Agency fails to meet the requirements of this Agreement or the underlying federal regulations, State may withhold the Agency's proportional share of Highway Fund distribution necessary to reimburse State for costs incurred by such Agency breach. Agency will be ineligible to receive or apply for any Title 23, United States Code funds until State receives full reimbursement of the costs incurred.

## **ATTACHMENT NO. 2**

### **FEDERAL STANDARD PROVISIONS**

#### **PROJECT ADMINISTRATION**

1. State (ODOT) is acting to fulfill its responsibility to the Federal Highway Administration (FHWA) by the administration of this Project, and Agency (i.e. county, city, unit of local government, or other state agency) hereby agrees that State shall have full authority to carry out this administration. If requested by Agency or if deemed necessary by State in order to meet its obligations to FHWA, State will act for Agency in other matters pertaining to the Project. Prior to taking such action, State will confer with Agency concerning actions necessary to meet federal obligations. Agency shall, if necessary, appoint and direct the activities of a Citizen's Advisory Committee and/or Technical Advisory Committee, conduct a hearing and recommend the preferred alternative. State and Agency shall each assign a person in responsible charge "liaison" to coordinate activities and assure that the interests of both Parties are considered during all phases of the Project.
2. Any project that uses federal funds in project development is subject to plans, specifications and estimates (PS&E) review and approval by FHWA or State acting on behalf of FHWA prior to advertisement for bid proposals, regardless of the source of funding for construction.
3. Non-certified agencies must contract with State or a State certified local public agency to secure services to perform plans, specifications and estimates (PS&E), construction contract advertisement, bid, award, contractor payments and contract administration. Non-certified agencies may use a State-approved consultant to perform preliminary engineering, and construction engineering services.

#### **PROJECT FUNDING REQUEST**

4. State shall submit a separate written Project funding request to FHWA requesting approval of federal-aid participation for each project phase including a) Program Development (Planning), b) Preliminary Engineering (National Environmental Policy Act - NEPA, Permitting and Project Design), c) Right of Way Acquisition, d) Utilities, and e) Construction (Construction Advertising, Bid and Award). Any work performed prior to FHWA's approval of each funding request will be considered nonparticipating and paid for at Agency expense. Agency shall not proceed on any activity in which federal-aid participation is desired until such written approval for each corresponding phase is obtained by State. State shall notify Agency in writing when authorization to proceed has been received from FHWA. All work and records of such work shall be in conformance with FHWA rules and regulations.

#### **FINANCE**

5. Federal funds shall be applied toward Project costs at the current federal-aid matching ratio, unless otherwise agreed and allowable by law. Agency shall be responsible for the entire match amount for the federal funds and any portion of the Project, which is not covered by federal funding, unless otherwise agreed to and specified in the intergovernmental Agreement (Project Agreement). Agency must obtain written approval from State to use in-kind contributions rather than cash to satisfy all or part of the matching funds requirement. If federal funds are used, State will specify the Catalog of Federal Domestic Assistance

(CFDA) number in the Project Agreement. State will also determine and clearly state in the Project Agreement if recipient is a subrecipient or vendor, using criteria in 2 CFR 200.330.

6. If the estimated cost exceeds the total matched federal funds available, Agency shall deposit its share of the required matching funds, plus 100 percent of all costs in excess of the total matched federal funds. Agency shall pay one hundred (100) percent of the cost of any item in which FHWA will not participate. If Agency has not repaid any non-participating cost, future allocations of federal funds or allocations of State Highway Trust Funds to Agency may be withheld to pay the non-participating costs. If State approves processes, procedures, or contract administration outside the *Local Agency Guidelines Manual* that result in items being declared non-participating by FHWA, such items deemed non-participating will be negotiated between Agency and State.
7. Agency agrees that costs incurred by State and Agency for services performed in connection with any phase of the Project shall be charged to the Project, unless otherwise mutually agreed upon by the Parties.
8. Agency's estimated share and advance deposit.
  - a) Agency shall, prior to commencement of the preliminary engineering and/or right of way acquisition phases, deposit with State its estimated share of each phase. Exception may be made in the case of projects where Agency has written approval from State to use in-kind contributions rather than cash to satisfy all or part of the matching funds requirement.
  - b) Agency's construction phase deposit shall be one hundred ten (110) percent of Agency's share of the engineer's estimate and shall be received prior to award of the construction contract. Any additional balance of the deposit, based on the actual bid must be received within forty-five (45) days of receipt of written notification by State of the final amount due, unless the contract is cancelled. Any balance of a cash deposit in excess of amount needed, based on the actual bid, will be refunded within forty-five (45) days of receipt by State of the Project sponsor's written request.
  - c) Pursuant to Oregon Revised Statutes (ORS) 366.425, the advance deposit may be in the form of 1) money deposited in the State Treasury (an option where a deposit is made in the Local Government Investment Pool), and an Irrevocable Limited Power of Attorney is sent to State's Active Transportation Section, Funding and Program Services Unit, or 2) an Irrevocable Letter of Credit issued by a local bank in the name of State, or 3) cash.
9. If Agency makes a written request for the cancellation of a federal-aid project; Agency shall bear one hundred (100) percent of all costs incurred as of the date of cancellation. If State was the sole cause of the cancellation, State shall bear one hundred (100) percent of all costs incurred. If it is determined that the cancellation was caused by third parties or circumstances beyond the control of State or Agency, Agency shall bear all costs, whether incurred by State or Agency, either directly or through contract services, and State shall bear any State administrative costs incurred. After settlement of payments, State shall deliver surveys, maps, field notes, and all other data to Agency.
10. Agency shall follow the requirements stated in the Single Audit Act. Agencies expending \$500,000 or more in Federal funds (from all sources) in its fiscal year beginning prior to

December 26, 2014, shall have a single organization-wide audit conducted in accordance with the Single Audit Act of 1984, PL 98-502 as amended by PL 104-156 and subject to the requirements of 49 CFR parts 18 and 19. Agencies expending \$750,000 or more in federal funds (from all sources) in a fiscal year beginning on or after December 26, 2014 shall have a single organization-wide audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. Agencies expending less than \$500,000 in Federal funds in a fiscal year beginning prior to December 26, 2014, or less than \$750,000 in a fiscal year beginning on or after that date, is exempt from Federal audit requirements for that year. Records must be available for review or audit by appropriate officials based on the records retention period identified in the Project Agreement. The cost of this audit can be partially prorated to the federal program.

11. Agency shall make additional deposits, as needed, upon request from State. Requests for additional deposits shall be accompanied by an itemized statement of expenditures and an estimated cost to complete the Project.
12. Agency shall present invoices for one hundred (100) percent of actual costs incurred by Agency on behalf of the Project directly to State's Liaison for review, approval and reimbursement to Agency. Costs will be reimbursed consistent with federal funding provisions and the Project Agreement. Such invoices shall identify the Project by the name of the Project Agreement, reference the Project Agreement number, and shall itemize and explain all expenses for which reimbursement is claimed. Invoices shall be presented for periods of not less than one-month duration, based on actual expenses to date. All invoices received from Agency must be approved by State's Liaison prior to payment. Agency's actual costs eligible for federal-aid or State participation shall be those allowable under the provisions of the Federal-Aid Policy Guide (FAPG), Title 23 CFR parts 1.11, 140 and 710. Final invoices shall be submitted to State for processing within forty-five (45) days from the end of each funding phase as follows: a) preliminary engineering, which ends at the award date of construction b) last payment for right of way acquisition and c) contract completion for construction. Partial billing (progress payment) shall be submitted to State within forty-five (45) days from date that costs are incurred. Invoices submitted after 45 days may not be eligible for reimbursement by FHWA. 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 the Project Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period ending on the later of six (6) years following the date of final voucher to FHWA or after resolution of any disputes under the Project Agreement. Copies of such records and accounts shall be made available upon request. For real property and equipment, the retention period starts from the date of disposition ((2 CFR 200.333(c)).
13. Agency shall, upon State's written request for reimbursement in accordance with Title 23, CFR part 630.112(c) 1 and 2, as directed by FHWA, reimburse State for federal-aid funds distributed to Agency if any of the following events occur:
  - a) Right of way acquisition is not undertaken or actual construction is not started by the close of the twentieth federal fiscal year following the federal fiscal year in which the federal-aid funds were authorized for right of way acquisition. Agency may submit a written request to State's Liaison for a time extension beyond the twenty (20) year limit

with no repayment of federal funds and State will forward the request to FHWA. FHWA may approve this request if it is considered reasonable.

- b) Right of way acquisition or actual construction of the facility for which preliminary engineering is undertaken is not started by the close of the tenth federal fiscal year following the federal fiscal year in which the federal-aid funds were authorized. Agency may submit a written request to State's Liaison for a time extension beyond the ten (10) year limit with no repayment of federal funds and State will forward the request to FHWA. FHWA may approve this request if it is considered reasonable.
14. Agency shall maintain all Project documentation in keeping with State and FHWA standards and specifications. This shall include, but is not limited to, daily work records, quantity documentation, material invoices and quality documentation, certificates of origin, process control records, test results, and inspection records to ensure that the Project is completed in conformance with approved plans and specifications.
  15. State shall submit all claims for federal-aid participation to FHWA in the normal manner and compile accurate cost accounting records. State shall pay all reimbursable costs of the Project. Agency may request a statement of costs-to-date at any time by submitting a written request. When the actual total cost of the Project has been computed, State shall furnish Agency with an itemized statement of final costs. Agency shall pay an amount which, when added to said advance deposit and federal reimbursement payment, will equal one hundred (100) percent of the final total actual cost. Any portion of deposits made in excess of the final total costs of the Project, minus federal reimbursement, shall be released to Agency. The actual cost of services provided by State will be charged to the Project expenditure account(s) and will be included in the total cost of the Project.

#### STANDARDS

16. Agency agrees that minimum design standards on all local agency jurisdictional roadway or street projects on the National Highway System (NHS) and projects on the non-NHS shall be the American Association of State Highway and Transportation Officials (AASHTO) standards and be in accordance with *State's Oregon Bicycle & Pedestrian Design Guide* (current version). Agency shall use either AASHTO's *A Policy on Geometric Design of Highways and Streets* (current version), or State's Resurfacing, Restoration and Rehabilitation (3R) design standards for 3R projects. Agency may use AASHTO for vertical clearance requirements on Agency's jurisdictional roadways or streets.
17. Agency agrees that if the Project is on the Oregon State Highway System or State-owned facility, that design standards shall be in compliance with standards specified in the current *ODOT Highway Design Manual* and related references. Construction plans for such projects shall be in conformance with standard practices of State and all specifications shall be in substantial compliance with the most current *Oregon Standard Specifications for Highway Construction* and current *Contract Plans Development Guide*.
18. Agency agrees that for all projects on the Oregon State Highway System or State-owned facility any design element that does not meet *ODOT Highway Design Manual* design standards must be justified and documented by means of a design exception. Agency further agrees that for all projects on the NHS, regardless of funding source; any design element that does not meet AASHTO standards must be justified and documented by means of a design exception. State shall review any design exceptions on the Oregon

State Highway System and retains authority for their approval. FHWA shall review any design exceptions for projects subject to Focused Federal Oversight and retains authority for their approval.

19. Agency agrees all traffic control devices and traffic management plans shall meet the requirements of the current edition of the *Manual on Uniform Traffic Control Devices and Oregon Supplement* as adopted in Oregon Administrative Rule (OAR) 734-020-0005. Agency must obtain the approval of the State Traffic Engineer prior to the design and construction of any traffic signal, or illumination to be installed on a state highway pursuant to OAR 734-020-0430.
20. The standard unit of measurement for all aspects of the Project shall be English Units. All Project documents and products shall be in English. This includes, but is not limited to, right of way, environmental documents, plans and specifications, and utilities.

### **PRELIMINARY & CONSTRUCTION ENGINEERING**

21. Preliminary engineering and construction engineering may be performed by either a) State, b) Agency, c) State-approved consultant, or d) certified agency. Engineering work will be monitored by State or certified agency to ensure conformance with FHWA rules and regulations. Project plans, specifications and cost estimates shall be performed by either a) State, b) State-approved consultant or c) certified agency. State shall review and approve Project plans, specifications and cost estimates. State shall, at project expense, review, process and approve, or submit for approval to the federal regulators, all environmental statements. State or certified agency shall, if they prepare any of the documents identified in this paragraph, offer Agency the opportunity to review and approve the documents prior to advertising for bids.
22. Agency may request State's two-tiered consultant selection process as allowed by OAR 137-048-0260 to perform architectural, engineering, photogrammetry, transportation planning, land surveying and related services (A&E Services) as needed for federal-aid transportation projects. Use of the State's processes is required to ensure federal reimbursement. State will award and execute the contracts. State's personal services contracting process and resulting contract document will follow Title 23 CFR part 172, 2 CFR part 1201, ORS 279A.055, 279C.110, 279C.125, OAR 137-048-0130, OAR 137-048-0220(4) and State Personal Services Contracting Procedures as approved by the FHWA. Such personal services contract(s) shall contain a description of the work to be performed, a project schedule, and the method of payment. No reimbursement shall be made using federal-aid funds for any costs incurred by Agency or the consultant prior to receiving authorization from State to proceed.
23. The party responsible for performing preliminary engineering for the Project shall, as part of its preliminary engineering costs, obtain all Project related permits necessary for the construction of said Project. Said permits shall include, but are not limited to, access, utility, environmental, construction, and approach permits. All pre-construction permits will be obtained prior to advertisement for construction.
24. State or certified agency shall prepare construction contract and bidding documents, advertise for bid proposals, and award all construction contracts.



25. Upon State's or certified agency's award of a construction contract, State or certified agency shall perform quality assurance and independent assurance testing in accordance with the FHWA-approved Quality Assurance Program found in State's *Manual of Field Test Procedures*, process and pay all contractor progress estimates, check final quantities and costs, and oversee and provide intermittent inspection services during the construction phase of the Project.
26. State shall, as a Project expense, assign a liaison to provide Project monitoring as needed throughout all phases of Project activities (preliminary engineering, right-of-way acquisition, and construction). State's liaison shall process reimbursement for federal participation costs.

**REQUIRED STATEMENT FOR UNITED STATES DEPARTMENT OF  
TRANSPORTATION (USDOT) FINANCIAL ASSISTANCE AGREEMENT**

27. By signing the Federal-Aid Agreement to which these Federal Standard Provisions are attached, Agency agrees to adopt State's DBE Program Plan, available at [https://www.oregon.gov/ODOT/CS/CIVILRIGHTS/Pages/dbe\\_prog\\_plan.aspx](https://www.oregon.gov/ODOT/CS/CIVILRIGHTS/Pages/dbe_prog_plan.aspx). Agency shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. Agency agrees to take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts. State's DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this Project Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Project Agreement. Upon notification to the recipient of its failure to carry out its approved program, the USDOT may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 United States Code (USC) 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 USC 3801 et seq.).

**DISADVANTAGED BUSINESS ENTERPRISES (DBE) OBLIGATIONS**

28. State and Agency agree to incorporate by reference the requirements of 49 CFR part 26 and State's DBE Program Plan, as required by 49 CFR part 26 and as approved by USDOT, into all contracts entered into under this Project Agreement. The following required DBE assurance shall be included in all contracts:

*"The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of Title 49 CFR part 26 in the award and administration of federal-aid contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Agency deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b))."*

29. Agency agrees to comply with all applicable civil rights laws, rules and regulations, including Title V and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and Titles VI and VII of the Civil Rights Act of 1964.

30. The Parties hereto agree and understand that they will comply with all applicable federal, state, and local laws, regulations, executive orders and ordinances applicable to the work including, but not limited to, the provisions of ORS 279C.505, 279C.515, 279C.520, 279C.530 and 279B.270, incorporated herein by reference and made a part hereof; Title 23 CFR parts 1.11, 140, 635, 710, and 771; Title 49 CFR parts 24 and 26; 2 CFR 1201, Title 23, USC, Federal-Aid Highway Act; Title 41, Chapter 1, USC 51-58, Anti-Kickback Act; Title 42 USC; Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970, as amended, the provisions of the FAPG and *FHWA Contract Administration Core Curriculum Participants Manual & Reference Guide*. State and Agency agree that FHWA-1273 Required Contract Provisions shall be included in all contracts and subcontracts verbatim and not by reference.

#### RIGHT OF WAY

31. Agency and the consultant, if any, agree that right of way activities shall be in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, ORS Chapter 35, FAPG, CFR, and the *ODOT Right of Way Manual*, Title 23 CFR part 710 and Title 49 CFR part 24. State, at Project expense, shall review all right of way activities engaged in by Agency to ensure compliance with all laws and regulations.
32. State is responsible for proper acquisition of the necessary right of way and easements for construction and maintenance of projects. Agency may perform acquisition of the necessary right of way and easements for construction and maintenance of the Project provided Agency or the consultant are qualified to do such work, as required by the *ODOT Right of Way Manual*, and Agency has obtained prior approval from State's Region Right of Way office to do such work.
33. Regardless of who acquires or performs any of the right of way activities, a right of way services agreement shall be created by State's Region Right of Way office setting forth the responsibilities and activities to be accomplished by each Party. If the Project has the potential of needing right of way, to ensure compliance in the event that right of way is unexpectedly needed, a right of way services agreement will be required. State, at Project expense, shall be responsible for requesting the obligation of project funding from FHWA. State, at Project expense, shall be responsible for coordinating certification of the right of way, and providing oversight and monitoring. Funding authorization requests for federal right of way funds must be sent through State's Liaison, who will forward the request to State's Region Right of Way office on all projects. Agency must receive written authorization to proceed from State's Right of Way Section prior to beginning right of way activities. All projects must have right of way certification coordinated through State's Region Right of Way office to declare compliance and project readiness for construction (even for projects where no federal funds were used for right of way, but federal funds were used elsewhere on a project). Agency shall contact State's Liaison, who will contact State's Region Right of Way office for additional information or clarification on behalf of Agency.
34. Agency agrees that if any real property purchased with federal-aid participation is no longer needed for the originally authorized purpose, the disposition of such property shall be subject to applicable rules and regulations, which are in effect at the time of disposition. Reimbursement to State and FHWA of the required proportionate shares of the fair market value may be required.

35. Agency ensures that all project right of way monumentation will be conducted in conformance with ORS 209.155.
36. State and Agency grants each other authority to enter onto the other's right of way for the performance of non-construction activities such as surveying and inspection of the Project.

#### **RAILROADS**

37. Agency shall follow State established policy and procedures when impacts occur on railroad property. The policy and procedures are available through the State's Liaison, who will contact State's Railroad Liaison on behalf of Agency. Only those costs allowable under Title 23 CFR part 140 subpart I, and Title 23 part 646 subpart B shall be included in the total Project costs; all other costs associated with railroad work will be at the sole expense of Agency, or others. Agency may request State, in writing and at Project expense, to provide railroad coordination and negotiations. However, State is under no obligation to agree to perform said duties.

#### **UTILITIES**

38. Agency shall follow State established statutes, policies and procedures when impacts occur to privately or publicly-owned utilities. Policy, procedures and forms are available through the State Utility Liaison or State's Liaison. Agency shall provide copies of all signed utility notifications, agreements and Utility Certification to the State Utility Liaison. Only those utility relocations, which are eligible for reimbursement under the FAPG, Title 23 CFR part 645 subparts A and B, shall be included in the total Project costs; all other utility relocations shall be at the sole expense of Agency, or others. Agency may send a written request to State, at Project expense, to arrange for utility relocations/adjustments lying within Agency jurisdiction. This request must be submitted no later than twenty-one (21) weeks prior to bid let date. However, State is under no obligation to agree to perform said duties. Agency shall not perform any utility work on state highway right of way without first receiving written authorization from State.

#### **GRADE CHANGE LIABILITY**

39. Agency, if a County, acknowledges the effect and scope of ORS 105.755 and agrees that all acts necessary to complete construction of the Project which may alter or change the grade of existing county roads are being accomplished at the direct request of the County.
40. Agency, if a City, hereby accepts responsibility for all claims for damages from grade changes. Approval of plans by State shall not subject State to liability under ORS 105.760 for change of grade.
41. Agency, if a City, by execution of the Project Agreement, gives its consent as required by ORS 373.030(2) to any and all changes of grade within the City limits, and gives its consent as required by ORS 373.050(1) to any and all closure of streets intersecting the highway, if any there be in connection with or arising out of the Project covered by the Project Agreement.

#### **MAINTENANCE RESPONSIBILITIES**

42. Agency shall, at its own expense, maintain operate, and provide power as needed upon Project completion at a minimum level that is consistent with normal depreciation and/or service demand and throughout the useful life of the Project. The useful life of the Project

is defined in the Special Provisions. State may conduct periodic inspections during the life of the Project to verify that the Project is properly maintained and continues to serve the purpose for which federal funds were provided. Maintenance and power responsibilities shall survive any termination of the Project Agreement. In the event the Project will include or affect a state highway, this provision does not address maintenance of that state highway.

#### **CONTRIBUTION**

43. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Agency with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.
44. With respect to a Third Party Claim for which State is jointly liable with Agency (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Agency in such proportion as is appropriate to reflect the relative fault of State on the one hand and of Agency on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Agency on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.
45. With respect to a Third Party Claim for which Agency is jointly liable with State (or would be if joined in the Third Party Claim), Agency shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Agency on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Agency on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Agency's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.

**ALTERNATIVE DISPUTE RESOLUTION**

46. The Parties shall attempt in good faith to resolve any dispute arising out of this Project Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.

**WORKERS' COMPENSATION COVERAGE**

47. All employers, including Agency, that employ subject workers who work under this Project Agreement 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 five hundred thousand (\$500,000) must be included. Agency shall ensure that each of its contractors complies with these requirements.

**LOBBYING RESTRICTIONS** – pursuant to Form FHWA-1273, Required Contract Provisions

48. Agency certifies by signing the Project Agreement that:

- a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed one hundred thousand dollars (\$100,000), and that all such subrecipients shall certify and disclose accordingly.
- d) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31, USC Section 1352.
- e) Any person who fails to file the required certification shall be subject to a civil penalty of not less than ten thousand dollars (\$10,000) and not more than one hundred thousand dollars (\$100,000) for each such failure.

# COLUMBIA COUNTY


Road Department



ST. HELENS, OR 97051

1054 Oregon St.  
Direct (503) 397-5090  
Fax (503) 397-7215  
publicworks@co.columbia.or.us  
www.co.columbia.or.us

TO: **Columbia County Board of Commissioners**  
**Robin McIntyre, Asst. County Counsel**  
cc: Mike Russell, Lonny Welter (w/out attachments)

FROM: Cherie Moylan, Office Manager 

DATE: July 27, 2018

SUBJECT: 2018 Hood to Coast Relay

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Columbia County received the attached application for a Public Road Event Permit for the Foote Sports Productions, Inc. – Hood to Coast Relay, to be conducted on Friday thru Saturday, August 24-25, 2018. They are expecting approximately 18,000 runners/walkers, and will be using City, County, and State roads as listed below.

The event will start coming through Columbia County at approximately 7:00am on Friday, August 24th, using Hwy 30, and will proceed to the following roads: High School Way (to Scappoose HS), Highway 30, either Millard, Bachelor Flat, Saulser, East Kappler, Sykes, West Kappler, Brinn, Pittsburg, Gensman, (or Hwy 30, Firlock Park, St. Helens HS), Sykes, Pittsburg, Sunset, Columbia, Gable, West Kappler, Brinn, Schaffer, Apiary, past Camp Wilkerson, Hwy 47, past Peterson (fire) Station, Natal Grange, Country Museum, Nehalem Valley Automotive, Fishhawk, Birkenfeld Community Church, and Hwy 202, where they will leave Columbia County at approximately 1:30pm on Saturday, August 25th. Rest stops will be positioned along the route.

**Applicable Criteria:**

The Columbia County Public Road Event Ordinance (Ordinance No. 2008-1, as amended), requires Board approval of public road events involving more than 25 vehicles, 50 bicycles, or 100 pedestrian participants. As this pedestrian event is expected to have more than 100 walkers and runners, Board approval is required.

Section 5 of the Ordinance provides, in part:

“A. Standards for Issuance. The Administrator or, in the event of a large event, the Board of County Commissioners, shall issue a permit conditioned upon the applicant’s written agreement to comply with the terms of such permit **unless** the Administrator or Board of County Commissioners finds that:

1. The time, route and size of the public road event will disrupt to an unreasonable extent the movement of other traffic or will endanger the safety of participants or citizens, or cause a safety hazard other than traffic.
2. The public road event is of a size or nature that requires the diversion of too many law enforcement officers, public works employees or other personnel to properly control the public road event or that allowing the public road event would deny reasonable law enforcement or other emergency service protection to citizens of the County.
3. Such public road event will interfere with another public road event for which a permit has been issued.
4. The County Public Works Director determines the public road event would damage public roads."

Staff notified affected agencies and received the following comments:  
(Please see Page 3.)

This is the 36<sup>th</sup> annual Hood to Coast Relay event, with each event having been a success. It is therefore recommended by staff that the Board approve this permit.

**Recommended Motions:**

- Motion 1: Approve the public road event permit for **the Foote Sports Productions, Inc. – Hood to Coast Relay.**
- Motion 2: Approve the Indemnity Agreement with **the Foote Sports Productions, Inc. – Hood to Coast Relay** and authorize the Chair to sign.

**Attachments:**

- Permit Application, dated May 3, 2018
- Indemnity Agreement, dated July 19, 2018
- Certificate of Liability Insurance, dated February 8, 2018
- Course Map and Route Instructions

/cm  
Encl.

Staff notified affected agencies and received the following comments:

- County Sheriff's Office, Steve Salle' – no response
- Columbia County Emergency Management, Steve Pegram – **NO ISSUES**
- State Police, Sgt. Luke Schwartz – **NO ISSUES**
- ODOT, Mark Buffington – **NO ISSUES**, will issue letter of authority
- Columbia River Fire & Rescue, Mike Greisen – **NO ISSUES**
- Scappoose City Police, Norman Miller – **NO ISSUES**
- Scappoose City Administrator, Mike Sykes – no response
- Scappoose City Public Works, Dave Sukau – no response
- St. Helens City Police, Terry Moss – no response
- St. Helens City Administrator, John Walsh – no response
- St. Helens City Public Works, Neal Sheppard – **NO ISSUES**
- St. Helens City Mayor, Rick Scholl – no response
- Rainier City Police, Gregg Griffith – no response
- Clatskanie City Fire, Steve Sharek – no response
- Clatskanie City Fire, Bruce Holsey – no response
- Clatskanie City Administrator, Gregory Hinkelman – no response
- Vernonia City Police, Mike Conner – **NO ISSUES**
- Vernonia City Administrator, Josette Mitchell – no response
- Vernonia City Public Works, Jeff Burch – no response
- Mist-Birkenfeld Rural Fire, Dave Crawford – no response
- Mist-Birkenfeld Rural Fire, Ann Berg – no response
- Columbia City Police, Mike McGlothlin – **NO ISSUES**
- County Forests, Parks & Recreation, Casey Garrett – no response
- Mike Russell, Road Dept. Director, (info only)
- Lonny Welter, Transportation Planner (info only)
- Robin McIntyre, Asst County Counsel (info only)
- Bill Goodwin, County Weighmaster (info only)
- Trish Hilsinger, Columbia 9-1-1 (info only)
- Andrew Merila, Oregon State Police (info only)
- Shaun Brown, Emergency Management (info only)
- Teresa Golson, Forests, Parks & Recreation (info only)
- Terry Miller, St. Helens Road Supervisor (info only)
- Kelley Lungberg, Rainier Road Supervisor (info only)
- Jeff Goodman, Vernonia Crew Leadworker (info only)
- Ryan Allen, Clatskanie Crew Leadworker (info only)



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COLUMBIA COUNTY



OREGON

PUBLIC ROAD EVENT PERMIT APPLICATION

(Please type or print clearly and submit with application fee of \$10 for small events, \$50 for large events [300 or more participants])

Date: May 3, 2018

Name of Event: Hood To Coast Relay, Portland To Coast Walk Relay, Portland To Coast High School Challenge Relay

Sponsor: Foote Sports Productions, Inc.

Type of Event: Long distance running and walking relays

Purpose of Event: Athletic event

Date of Event: 8/24/18-8/25/18 Beginning Time: 7:00am 8/24/18

Expected Number of Participants: 1,500 Ending Time: 1:30pm 8/25/18

Location of Assembly Area(s): n/a

Assembly Beginning Time: n/a

Number of Volunteers: 3,600 entire course #/Type of Support Vehicles: 750

**Route: Submit a map with the route clearly drawn. Indicate starting point, direction and ending point. Also include plans for rest stops, first aid stations, support vehicles, etc.**

Name of Applicant Felicia Hubber

Address 9655 SW Sunshine Court, #500, Beaverton, OR 97005

Work Phone 503-522-5518 Home Phone (cell) E-mail felicia@htcrelay.com

Contact Person (other than applicant) Robert Foote Jr.

Address 9655 SW Sunshine Court, #500, Beaverton, OR 97005

Work Phone 503-860-8413 Home Phone 503-292-1902 E-mail robert@htcrelay.com

Chair/President (for athletic events) Felicia Hubber

Address (same as above)

Work Phone (same) Home Phone (same) E-mail (same)

Previous Experience This will be the 37<sup>th</sup> year producing the relay events

**By signing this application, sponsor agrees to all terms and conditions set forth in the Public Road Event Ordinance, and any special conditions listed in the Permit, if this application is accepted and a Permit is issued by the County.**

RETURN TO:

Natural Resources Administrator Hood To Coast/Portland To Coast Relays

Columbia County Courthouse

230 Strand, Room 318

(Name of Sponsor)

St. Helens, Oregon 97051

503.397.3839 (O)

By: Felicia Hubber  
(Signature of Authorized Agent)

503.366.3925 (Fax)

[lonny.welter@co.columbia.or.us](mailto:lonny.welter@co.columbia.or.us)

For Use By County:

Application Received \_\_\_\_\_

Insurance Certificate Received \_\_\_\_\_

Application Fee Paid \$ \_\_\_\_\_

Indemnity Agreement Signed \_\_\_\_\_

Permit Issued \_\_\_\_\_

Deposit Received: \$ \_\_\_\_\_



Oregon

INDEMNITY AGREEMENT

RECEIVED  
JUL 19 2018  
ROAD DEPT.

Cherie Moylan, Office Manager  
County Road Department  
1054 Oregon Street  
St. Helens, Oregon 97051  
503.366.3961

Board of County Commissioners  
Columbia County Courthouse  
230 Strand, Room 331  
St. Helens, Oregon 97051  
503.397.4322

In consideration of the issuance of a permit by Columbia County for the Public Road Event known as the Hood To Coast / Portland To Coast Relay to be held on Aug 24-25, 2018, the undersigned sponsor/applicant for the event hereby agrees to defend, indemnify and hold Columbia County and other affected public agencies, the Board of County Commissioners and the boards of other affected public agencies, their officers, agents and employees (the Aindemnitees@) harmless from:

1. All liability, damage, loss, cost or expense, including but not limited to attorney's= fees, that the indemnitees may sustain or incur on account of any damage to or destruction of any property that the county may own or in which it may have an interest;
2. All liability, damage loss, cost or expense, including but not limited to attorney's= fees, on account of any damage resulting from injury to or death of any person or persons resulting from or in any way connected with the use by the sponsor/applicant, its agents or employees, of the road, site, area or facility to which the permit pertains.

Hood To Coast Relay  
(Agency)

By: Felicia Huber  
(Signature of Authorized Agent)

Dated: 7/19/18

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Chair

Dated: \_\_\_\_\_

RETURN TO:  
Columbia County Road Department  
Attn: Cherie Moylan  
1054 Oregon Street  
St. Helens, Oregon 97051  
503.366.3961(O)  
503.397.7215(Fax)  
[cherie.moylan@co.columbia.or.us](mailto:cherie.moylan@co.columbia.or.us)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/08/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> JD Fulwiler & Co. Insurance, Inc. 5727 SW Macadam Ave PO Box 69508 Portland OR 97239	<b>CONTACT NAME:</b> Kristina Solberg <b>PHONE (A/C, No, Ext):</b> (503)293-8325 <b>FAX (A/C, No):</b> (503)293-5418 <b>E-MAIL ADDRESS:</b> ksolberg@jdfulwiler.com																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>Starr Indemnity &amp; Liability</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td>Evanston Insurance</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Starr Indemnity & Liability		INSURER B:	Evanston Insurance		INSURER C:			INSURER D:			INSURER E:			INSURER F:	
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INSURER D:																					
INSURER E:																					
INSURER F:																					
<b>INSURED</b> Foote Sports Productions Inc 9655 SW Sunshine Ct Suite 500 Beaverton OR 97005																					

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**COVERAGES**      **CERTIFICATE NUMBER:** 2018 EVENT      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		10001068063	07/15/2018	07/15/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Legal Liability to Sports \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			10001068063	07/15/2018	07/15/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			XOBW7491718	07/15/2018	07/15/2019	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

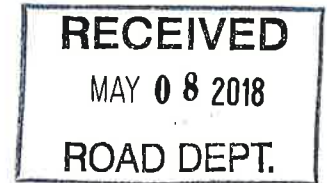
Columbia County and all other affected public agencies, the Board of County Commissioners and the boards of other affected public agencies, their officers including the Columbia County Sheriff, agents and employees are named as additional insured but only with respect to liability arising out of the operations of the named insured during the policy period. Relay race activities - Hood To Coast Relay & Portland To Coast Walk & High School Challenge Relay, per endorsement attached.

<b>CERTIFICATE HOLDER</b> Columbia County 230 Strand Rm 318 St. Helens OR 97051	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**



This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
SCHEDULE

<b>Name Of Additional Insured Person(s) Or Organization(s):</b>
<p>Columbia County 230 Strand Rm 318 St. Helens, OR 97051 USA</p>
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
  2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

**2018 Hood To Coast and Portland To Coast  
Exchange Openings and Closings**

Exch. No:	Exch. Capt. to arrive	Equip. truck to arrive	First walker to arrive	First Vol. shift opens	Last walker to leave	First runner to arrive	Last runner to leave	Last Vol. shift ends
1	Fri 03:45 AM	Fri 04:00 AM		Fri 05:00 AM		Fri 05:45 AM	Fri 03:30 PM	Fri 04:15 PM
2	Fri 04:30 AM	Fri 04:45 AM		Fri 05:45 AM		Fri 06:30 AM	Fri 04:15 PM	Fri 05:00 PM
3	Fri 05:15 AM	Fri 05:30 AM		Fri 06:30 AM		Fri 07:15 AM	Fri 05:00 PM	Fri 05:45 PM
4	Fri 06:15 AM	Fri 06:30 AM		Fri 07:30 AM		Fri 08:15 AM	Fri 06:00 PM	Fri 06:45 PM
5	Fri 07:15 AM	Fri 07:30 AM		Fri 08:30 AM		Fri 09:15 AM	Fri 06:45 PM	Fri 07:45 PM
6	Fri 08:15 AM	Fri 08:30 AM		Fri 09:30 AM		Fri 10:15 AM	Fri 07:45 PM	Fri 08:45 PM
7	Fri 09:00 AM	Fri 09:15 AM		Fri 10:15 AM		Fri 11:00 AM	Fri 08:45 PM	Fri 09:15 PM
8	Fri 09:45 AM	Fri 10:00 AM		Fri 11:15 AM		Fri 11:45 AM	Fri 09:30 PM	Fri 10:15 PM
9	Fri 10:30 AM	Fri 10:45 AM		Fri 11:45 AM		Fri 12:45 PM	Fri 10:15 PM	Fri 11:00 PM
10	Fri 11:15 AM	Fri 11:45 AM		Fri 12:45 PM		Fri 01:30 PM	Fri 11:00 PM	Fri 11:45 PM
11	Fri 12:00 PM	Fri 12:15 PM		Fri 01:15 PM		Fri 02:00 PM	Fri 11:40 PM	Sat 12:30 AM
12	Fri 01:00 PM	Fri 01:15 PM		Fri 02:15 PM		Fri 03:00 PM	Sat 12:30 AM	Sat 01:15 AM
13	Fri 02:00 AM	Fri 02:15 AM	Fri 04:00 AM	Fri 03:15 AM	Fri 07:30 PM	Fri 03:30 PM	Sat 01:00 AM	Sat 01:45 AM
14	Fri 03:30 AM	Fri 03:45 AM	Fri 05:30 AM	Fri 04:45 AM	Fri 08:30 PM	Fri 04:30 PM	Sat 02:00 AM	Sat 02:45 AM
15	Fri 05:15 AM	Fri 05:30 AM	Fri 07:15 AM	Fri 06:30 AM	Fri 09:45 PM	Fri 05:30 PM	Sat 03:00 AM	Sat 03:45 AM
16	Fri 06:15 AM	Fri 06:30 AM	Fri 08:15 AM	Fri 07:15 AM	Fri 10:15 PM	Fri 06:00 PM	Sat 03:30 AM	Sat 04:15 AM
17	Fri 08:00 AM	Fri 08:15 AM	Fri 10:00 AM	Fri 09:15 AM	Fri 11:45 PM	Fri 07:15 PM	Sat 04:45 AM	Sat 05:30 AM
18	Fri 09:15 AM	Fri 09:30 AM	Fri 11:15 AM	Fri 10:30 AM	Sat 12:30 AM	Fri 08:00 PM	Sat 05:30 AM	Sat 06:15 AM
19	Fri 10:45 AM	Fri 11:00 AM	Fri 12:45 PM	Fri 12:00 PM	Sat 01:30 AM	Fri 08:45 PM	Sat 06:15 AM	Sat 07:00 AM
20	Fri 12:15 PM	Fri 12:30 PM	Fri 02:15 PM	Fri 01:30 PM	Sat 02:15 AM	Fri 09:45 PM	Sat 07:00 AM	Sat 07:45 AM
21	Fri 01:30 PM	Fri 01:45 PM	Fri 03:30 PM	Fri 02:45 PM	Sat 03:00 AM	Fri 10:30 PM	Sat 07:45 AM	Sat 08:45 AM
22	Fri 03:05 PM	Fri 03:15 PM	Fri 05:00 PM	Fri 04:15 PM	Sat 04:15 AM	Sat 12:15 AM	Sat 08:45 AM	Sat 09:30 AM
23	Fri 04:10 PM	Fri 04:15 PM	Fri 06:00 PM	Fri 05:15 PM	Sat 04:45 AM	Sat 12:45 AM	Sat 09:15 AM	Sat 10:00 AM
24	Fri 05:15 PM	Fri 05:30 PM	Fri 07:15 PM	Fri 06:30 PM	Sat 05:45 AM	Sat 01:15 AM	Sat 11:00 AM	Sat 12:00 PM
25	Fri 06:15 PM	Fri 06:30 PM	Fri 08:15 PM	Fri 07:30 PM	Sat 06:15 AM	Sat 01:30 AM	Sat 11:30 AM	Sat 12:30 PM
26	Fri 07:35 PM	Fri 07:45 PM	Fri 09:30 PM	Fri 08:45 PM	Sat 07:00 AM	Sat 02:00 AM	Sat 12:45 PM	Sat 01:45 PM
27	Fri 09:00 PM	Fri 09:15 PM	Fri 11:15 PM	Fri 10:15 PM	Sat 08:15 AM	Sat 02:45 AM	Sat 1:00 PM	Sat 02:00 PM
28	Fri 10:00 PM	Fri 10:15 PM	Sat 12:00 AM	Fri 11:15 PM	Sat 08:45 AM	Sat 03:00 AM	Sat 1:45 PM	Sat 02:45 PM
29	Fri 11:00 PM	Fri 11:15 PM	Sat 01:00 AM	Sat 12:15 AM	Sat 09:45 AM	Sat 03:30 AM	Sat 2:30 PM	Sat 03:30 PM
30	Fri 04:30 PM	Fri 04:45 PM	Sat 01:45 AM	Fri 05:45 PM	Sat 10:45 AM	Sat 04:00 AM	Sat 3:15 PM	Sat 04:15 PM
31	Fri 11:50 PM	Sat 12:00 AM	Sat 02:15 AM	Sat 01:00 AM	Sat 11:45 AM	Sat 04:30 AM	Sat 3:45 PM	Sat 04:45 PM
32	Sat 12:30 AM	Sat 12:45 AM	Sat 03:00 AM	Sat 01:45 AM	Sat 01:00 PM	Sat 04:45 AM	Sat 4:15 PM	Sat 05:15 PM
33	Sat 01:30 AM	Sat 01:45 AM	Sat 04:00 AM	Sat 02:45 AM	Sat 03:15 PM	Sat 05:30 AM	Sat 5:30 PM	Sat 06:30 PM
34	Sat 02:15 AM	Sat 02:30 AM	Sat 04:45 AM	Sat 03:30 AM	Sat 04:15 PM	Sat 05:45 AM	Sat 6:00 PM	Sat 07:15 PM
35	Sat 03:15 AM	Sat 03:30 AM	Sat 05:45 AM	Sat 04:30 AM	Sat 06:15 PM	Sat 06:30 AM	Sat 7:00 PM	Sat 08:30 PM
FIN.			Sat 06:30 AM		Sat 07:45 PM	Sat 07:00 AM	Sat 7:45 PM	

\* Sweep Truck SHOULD NOT CLOSE exchanges 24-35 any earlier than the times indicated for closing. If a team is seen to be on the course and bel this exchange closing time, they should be told by the Sweep Truck that because the team has now fallen behind the course closing sched not finish the race by the deadline of 9:00 PM, which has been imposed by the city of Seaside. The Sweep Truck should tell the team that they are bein asked to Leap-Frog two or three runners to help move them up the course back ahead of the closing schedule. The Sweep Truck driver should print the name and place a large red dot in the top right corner of the team's official Scoring Sheet. Next, a Leap-Frog Instructions card should be given to the te

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Sweep truck to close exch.	Begin Leap-Frogging
Fri 04:00 PM	
Fri 04:45 PM	
Fri 05:30 PM	
Fri 06:30 PM	
Fri 07:15 PM	
Fri 08:15 PM	
Fri 09:15 PM	
Fri 10:00 PM	
Fri 10:45 PM	
Fri 11:30 PM	
Sat 12:15 AM	
Sat 01:00 AM	
Sat 01:45 AM	
Sat 02:30 AM	
Sat 03:30 AM	
Sat 04:00 AM	
Sat 05:10 AM	
Sat 05:45 AM	
Sat 06:45 AM	
Sat 07:30 AM	
Sat 08:15 AM	
Sat 09:15 AM	
Sat 09:45 AM	
Sat 01:15 PM	Sat 11:00 AM
Sat 01:25 PM	Sat 11:30 AM
Sat 01:30 PM	Sat 12:45 PM
Sat 01:45 PM	Sat 1:00 PM
Sat 02:30 PM	Sat 1:45 PM
Sat 03:15 PM	Sat 2:30 PM
Sat 04:00 PM	Sat 3:15 PM
Sat 04:30 PM	Sat 3:45 PM
Sat 05:00 PM	Sat 4:15 PM
Sat 06:15 PM	Sat 5:30 PM
Sat 07:00 PM	Sat 6:00 PM
Sat 08:15 PM	Sat 7:00 PM
	Sat 7:45 PM

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# VAN 1

# 3.92 MI | EASY

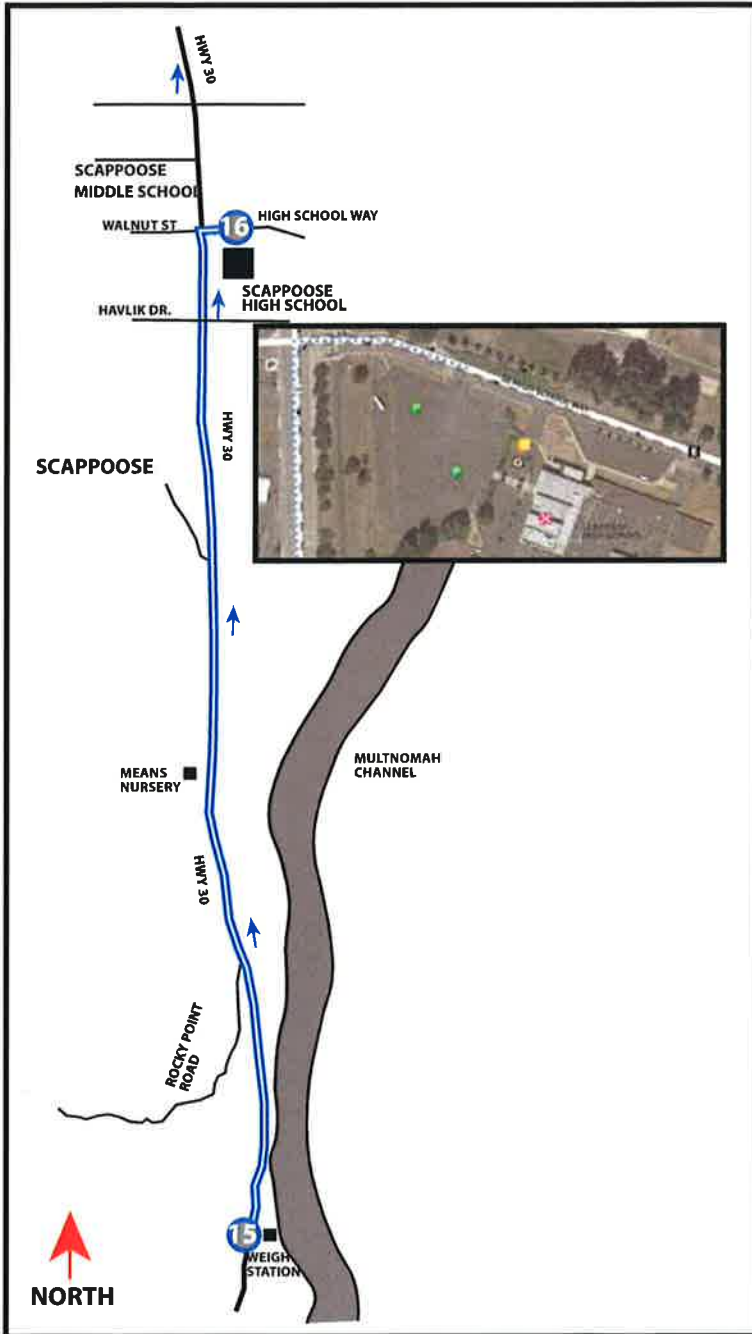


**LEG DESCRIPTION:** Gently rolling terrain on paved shoulder along HWY 30.

**EXCH 16 ADDRESS:** Scappoose High School 33700 SE High School Way, Scappoose, OR 97146

**GPS:** 45.749198, -122.874359

**NOTES:** VANS NOT ALLOWED TO STOP ON SHOULDER OF HWY 30.



### DIRECTIONS FROM EXCH 15 TO EXCH 16

**Run on right side of the road.**

- 0.00 Exchange 15 (Rocky Point Weigh Station)
- ↑ 0.84 Rocky Point Rd
- ↑ 2.51 Bonneville Dr/Johns Landing Rd
- 3.79 Turn **RIGHT** onto SE High School Way
- 3.92 Exchange 16 (Scappoose High School)

### EXCHANGE NOTES

**Parking:** At Scappoose High School parking lot on right.

**Provisions:** Restaurants and Course Fundraiser

**Fuel:** Yes

COURSE FUNDRAISER

SCAPPOOSE HS CROSS COUNTRY

FRIDAY 6:00PM - SATURDAY 6:00AM

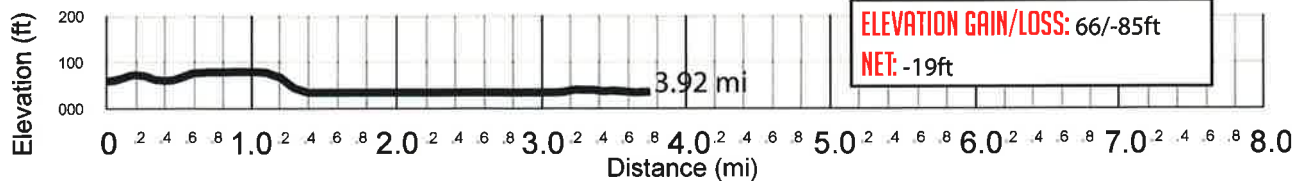
SHOWERS: \$2 each; towel included at no additional charge

FOOD: Scappoose Bagels (\$1 ea)

BEVERAGES: Complimentary coffee



Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).

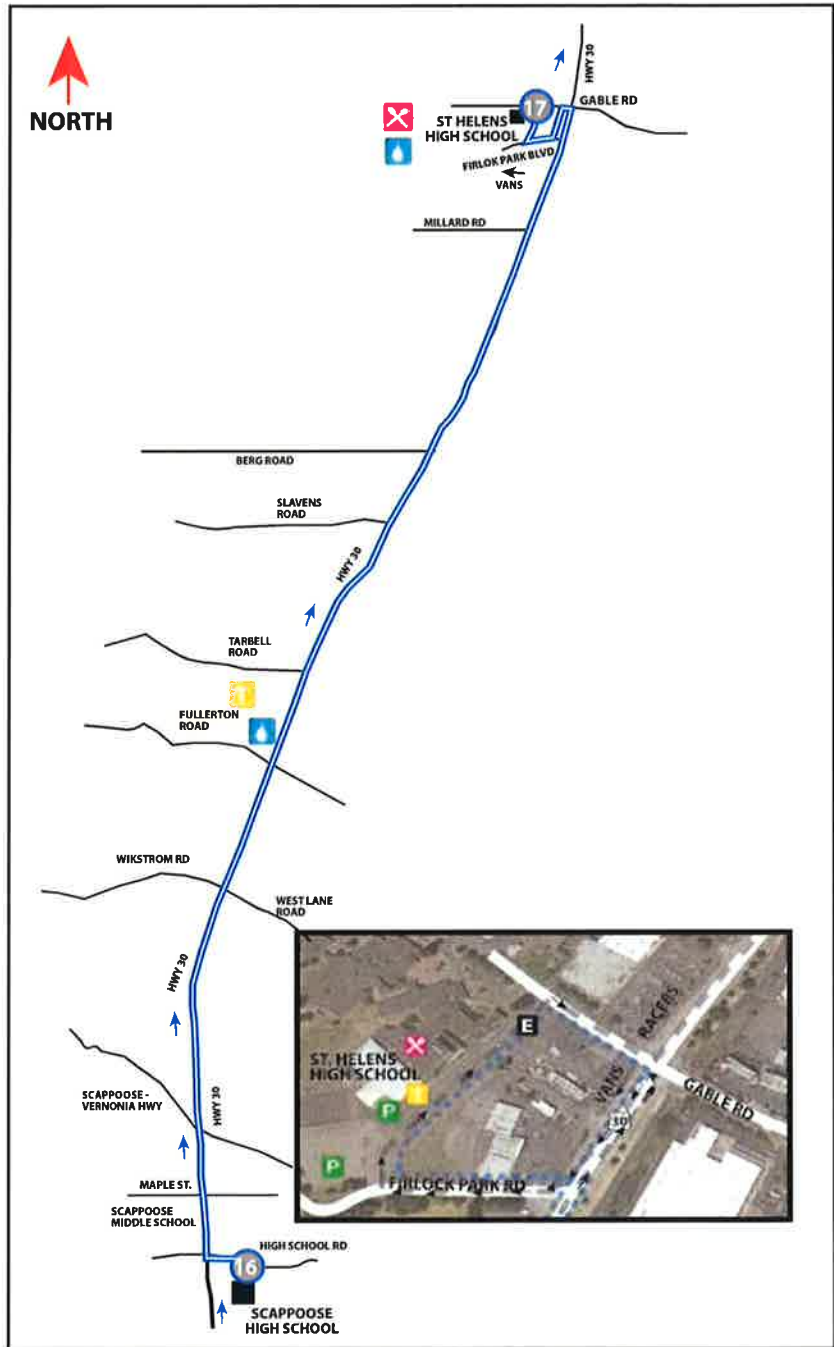


# VAN 1

# 7.83 MI | MODERATE




**LEG DESCRIPTION:** Basically flat terrain on paved shoulder along HWY 30.  
**EXCH 17 ADDRESS:** St. Helens High School 2375 Gable Rd, St. Helens, OR 97051  
**GPS:** 45.848739, -122.833439  
**NOTES:**




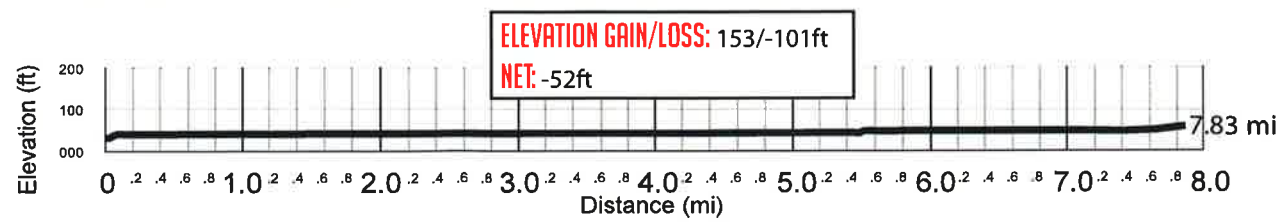
- DIRECTIONS FROM EXCH 16 TO EXCH 17**
- Cross with light at High School Way and run on right side of HWY 30 (westbound)
  - 0.00 Exchange 16 (Scappoose High School)
  - ↑ 0.22 High School Way/HWY 30
  - ↑ 1.13 Scappoose Vernonia HWY
  - ↑ 2.54 W. Lane Rd
  - ↑ 3.29 Water Station (Fullerton Rd)
  - ↑ 4.75 Berg Rd
  - ↑ 6.80 Millard Rd
  - ← 7.52 Turn **LEFT** towards Gable Rd and **CROSS** HWY 30, then head left back towards Firlok Park Blvd
  - 7.63 Turn **RIGHT** onto Firlock Park Blvd
  - 7.72 Turn **RIGHT** into St. Helens HS Parking
  - 7.83 Exchange 17 (St. Helens High School)

**COURSE FUNDRAISER**  
**ST. HELENS HS**  
 FRIDAY 7:00PM - SATURDAY 6:00AM  
 SHOWERS: \$2 each; towels additional \$2  
 SLEEPING: \$2 use sleeping area gym  
 FOOD: Pancakes, eggs & sausage; assorted deli snacks

**EXCHANGE NOTES**  
 Parking: At St. Helens High School. Do not stop on side of HWY 30 near Exchange 17 to drop off of pick up teammates.  
 Provisions: Yes and Course Fundraiser  
 Fuel: Yes (Fuel up!)

 It is recommended to fuel up your van on this leg as there are no gas stations on the route until Seaside. (Gas also available 9 miles off of race route in Astoria)

 Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).





# 18

# MAJOR VAN EXCHANGE

## VAN 1&2

## 5.23 MI | HARD

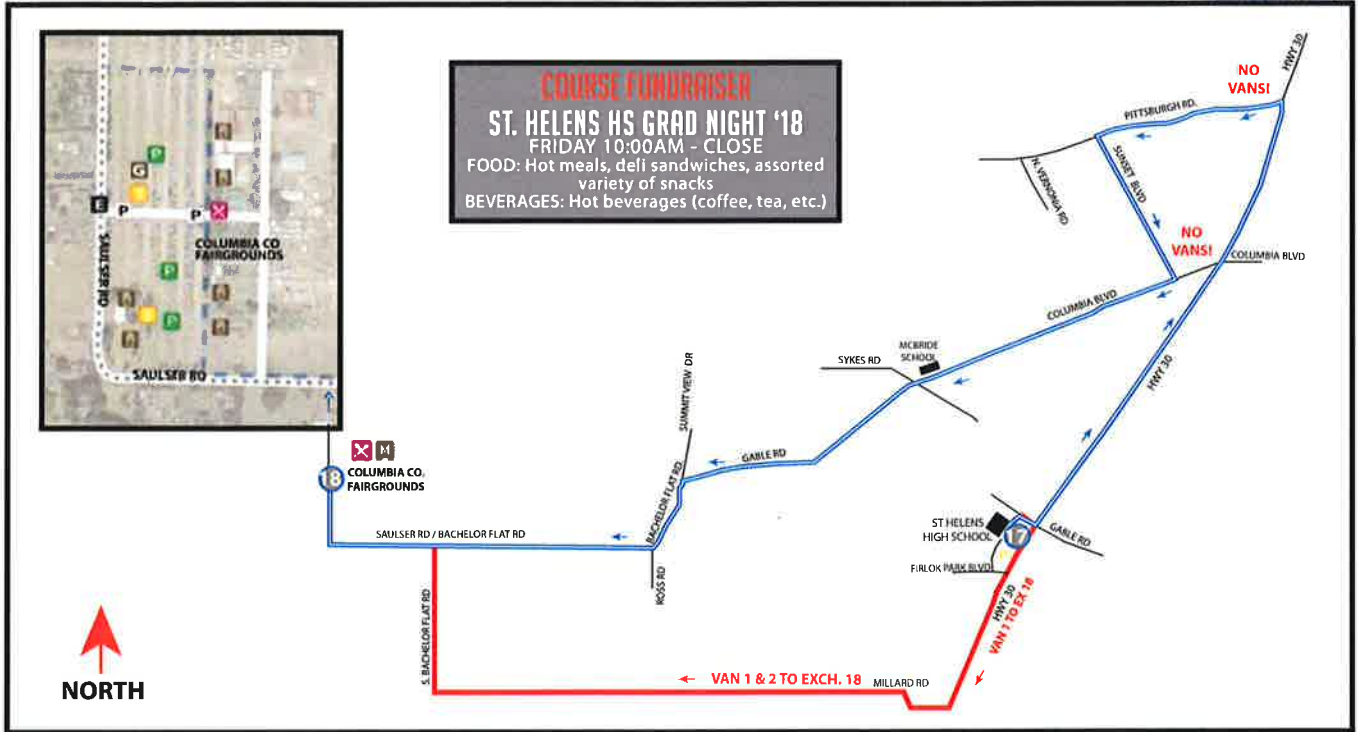
**LEG DESCRIPTION:** Flat and gradual uphill terrain on HWY 30 and paved backcountry roads

**EXCH 18 ADDRESS:** Columbia Co. Fairgrounds 58892 Saulser Rd St. Helens, 97051

**GPS:** 45.85055, -122.872306

**NOTES:** Please keep noise down from 10pm-7am.

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### DIRECTIONS FROM EXCH 17 TO EXCH 18

- 0.00 Exchange 17 (St. Helens High School)
- ↑ 0.49 Sykes Rd/HWY 30 Shoulder
- ← 1.71 Turn **LEFT** onto Pittsburg Rd
- ← 2.02 Turn **LEFT** onto Sunset Blvd
- 2.48 Turn **RIGHT** onto Columbia Blvd
- ↑ 3.30 Sykes Rd
- 3.62 Turn **RIGHT** onto Gable Rd
- ← 3.98 Turn **LEFT** onto Bachelor Flat Rd
- 4.19 Turn **RIGHT** to follow Bachelor Flat Rd
- 5.23 Exchange 18 (Columbia County Fairgrounds)

### DRIVER NOTES - VANS DO NOT FOLLOW COURSE

- 0.0 Exchange 17 (St. Helens High School)
- ↑ 0.0 Head SE on Gable Rd towards HWY 30
- 0.8 Turn **RIGHT** onto HWY 30
- 2.3 Turn **RIGHT** onto Millard Rd
- 2.8 Turn **RIGHT** onto Bachelor Flat Rd
- ← 2.9 Turn **LEFT** onto Saulser Rd
- 3.0 Exchange 18 (Columbia County Fairgrounds)

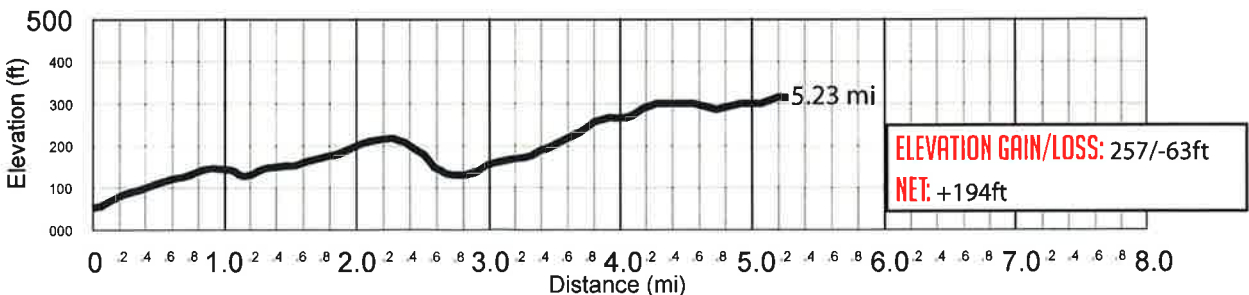
### EXCHANGE NOTES

Parking: At Columbia County Fairgrounds.

Exchange 18 sleeping only permitted in designated, roped off sleeping areas. Tents ARE allowed at Exchange 18. **Race DQ if found sleeping on ground next to vehicle!**

Provisions: Course Fundraiser

Fuel: No



# 19

## VAN 2

## 5.89 MI | VERY HARD

**LEG DESCRIPTION:** Long leg over challenging up and down hills on paved backcountry roads.

**EXCH 19 ADDRESS:** 30732 Pittsburgh Rd St. Helens, OR 97051

**GPS:** 45.901569, -122.93397

**NOTES:** Cell phone coverage unreliable until after Leg 32.

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### DIRECTIONS FROM EXCH 18 TO EXCH 19

- 0.00 Exchange 18 (Columbia County Fairgrounds)
- ← 0.37 Turn **LEFT** onto Saulser Rd
- 1.14 Turn **RIGHT** onto Kappler Rd
- 1.88 Turn **RIGHT** onto Brinn Rd
- ← 1.90 Turn **LEFT** onto Pittsburgh Rd
- ↑ 2.78 Gensman Rd
- 5.89 Exchange 19 (Pittsburgh Rd)

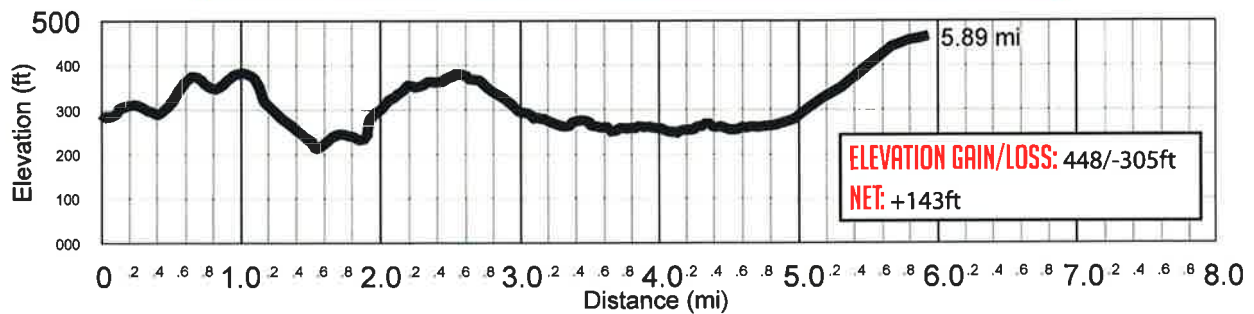
### EXCHANGE NOTES

**Parking:** In field on the left. No vans on right side of the road near exchange or blocking neighbor driveways.  
**Provisions:** Coffee and snacks at fundraiser  
**Fuel:** No



Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).

**ONLY VAN 2 WITH COLORED "RACE VEHICLE" SIGN IS ALLOWED TO PROCEED ALONG THE RACE COURSE BETWEEN EXCHANGES 18-23.**



# VAN 2

# 5.75 MI | VERY HARD

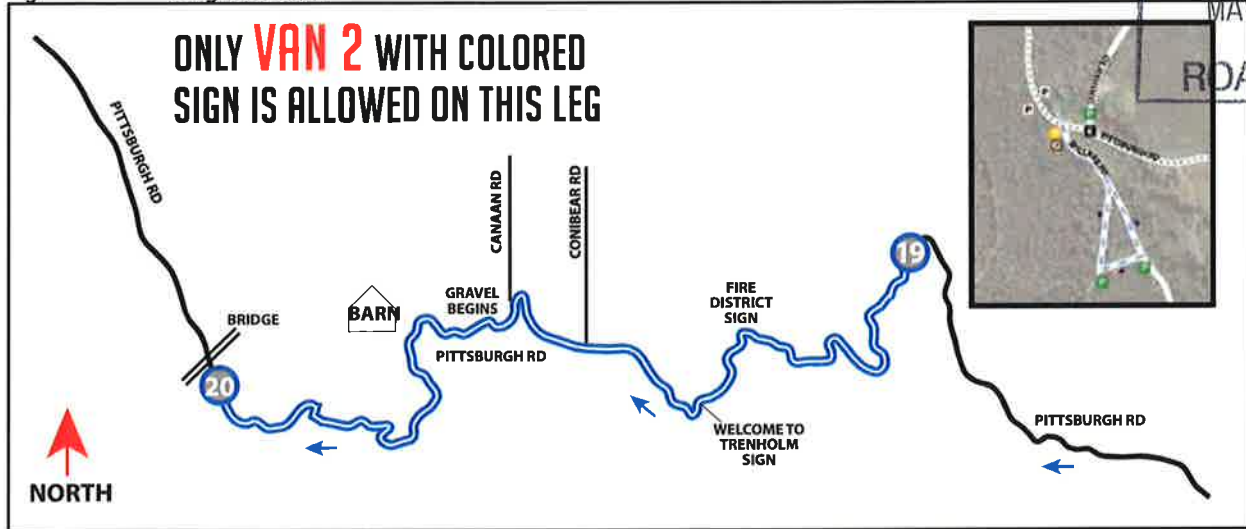


**LEG DESCRIPTION:** Very challenging up and downhills on partially paved and gravel backcountry roads.

**EXCH 20 ADDRESS:** 9.75 mi on Pittsburgh Rd (near Janshaw Rd). St. Helens, 97051

**GPS:** 45.890793, -122.997456

**NOTES:** Cell phone coverage unreliable until after Leg 32. A bandana or scarf is recommended to ease breathing due to dust on gravel road.



### DIRECTIONS FROM EXCH 19 TO EXCH 20

- 0.00 Exchange 19 (Pittsburgh Rd)
- ↑ 3.03 Gravel section begins
- ↑ 3.90 Large barn on right
- 5.75 Exchange 20 (Pittsburgh Rd)

### EXCHANGE NOTES

Parking: On Willark Rd to the left of exchange.

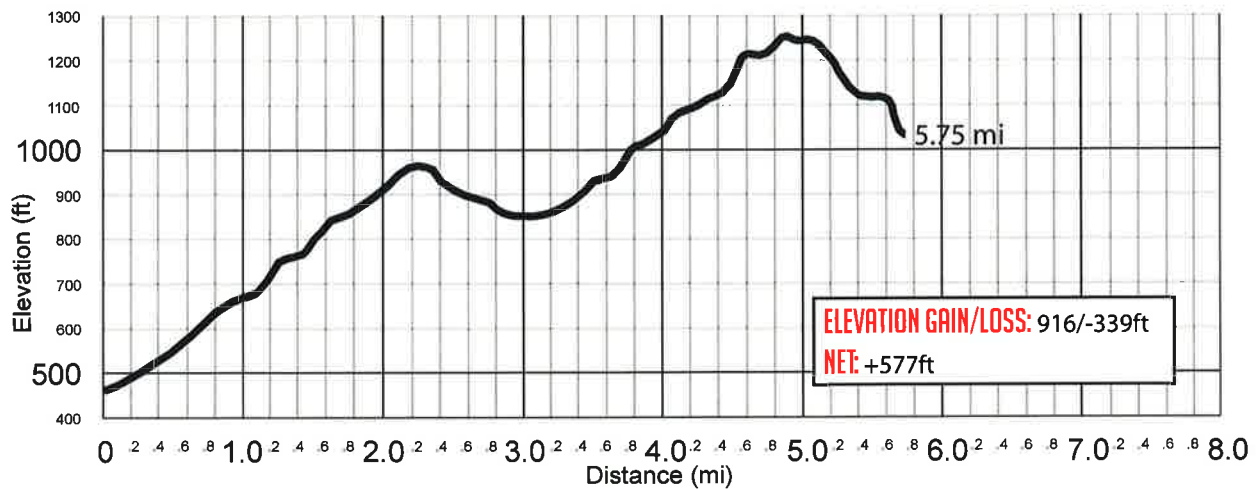
Do not drop runner off near exchange (causes immediate back-up). It is recommended that only Leg 20/21 participants get out at this tight exchange.

Provisions: No

Fuel: No



Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).





# VAN 2

# 5.06 MI | MODERATE

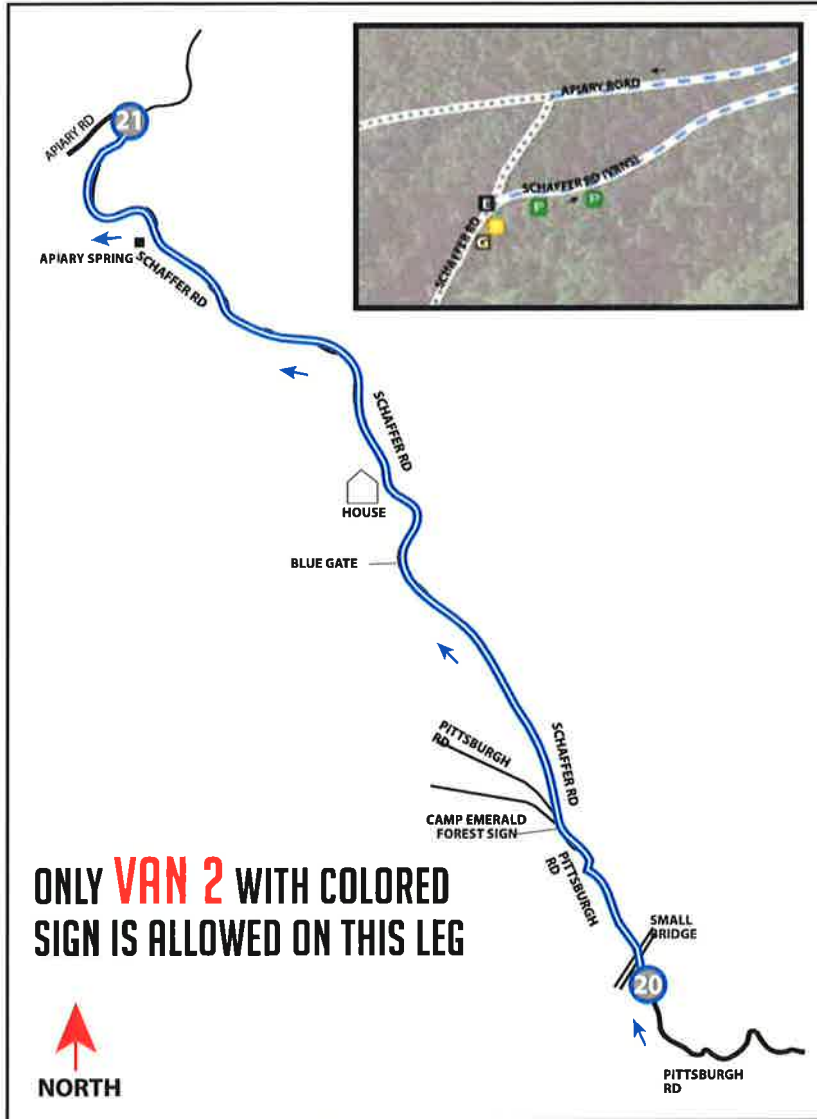


**LEG DESCRIPTION:** Flat, slightly downhill terrain near a creek on gravel backcountry roads.

**EXCH 21 ADDRESS:** 4.7 miles on Schaffer Rd, Vernonia, OR

**GPS:** 45.945578, -123.043629

**NOTES:** A bandana or scarf is recommended to ease breathing due to dust on gravel road. **Cell phone coverage unreliable until after Leg 32.**



### DIRECTIONS FROM EXCH 20 TO EXCH 21

- 0.00 Exchange 20 (Pittsburgh Rd)
- 0.30 Turn **RIGHT** onto Schaffer Rd (at Camp Emerald Forest sign take the far right fork)
- ↑ 2.00 Blue gate on left
- ↑ 2.28 House on left with many old cars
- 5.06 Exchange 21 (Schaffer Rd)

### EXCHANGE NOTES

**Parking:** On right side of Schaffer Rd beyond exchange. Vans must park and leave access to road open and unblocked. Do not block Camp Emerald Forest's drive.

Do not drop runner off near exchange (causes immediate back-up).

Provisions: No

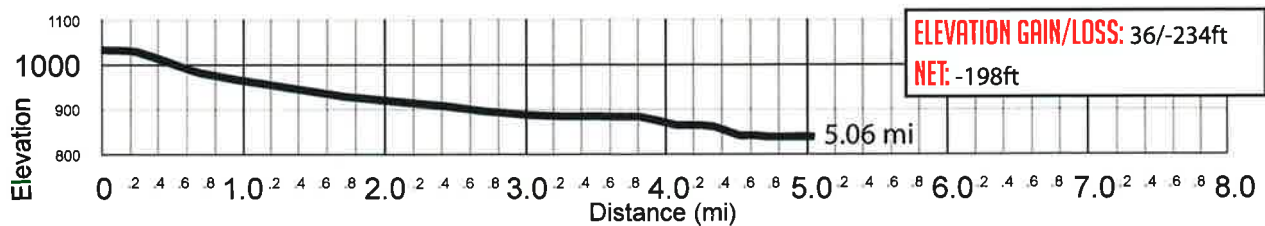
Fuel: No



4.1 miles on Schaffer Rd from Exchange 20 there is a spring where teams can fill up water jugs with fresh water.



Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).



# VAN 2

# 6.70 MI | HARD

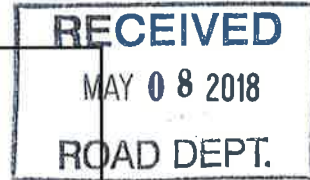


**LEG DESCRIPTION:** Gradual up and downhills on paved but narrow backcountry roads.

**EXCH 22 ADDRESS:** 6.70 miles on Apiary Rd Vernonia, OR (at ODOT gravel stockpile)

**GPS:** 45.949276, -123.149365

**NOTES:** Be aware of potentially fast moving non-race traffic on this leg. Cell phone coverage unreliable until after Leg 32.



### DIRECTIONS FROM EXCH 21 TO EXCH 22

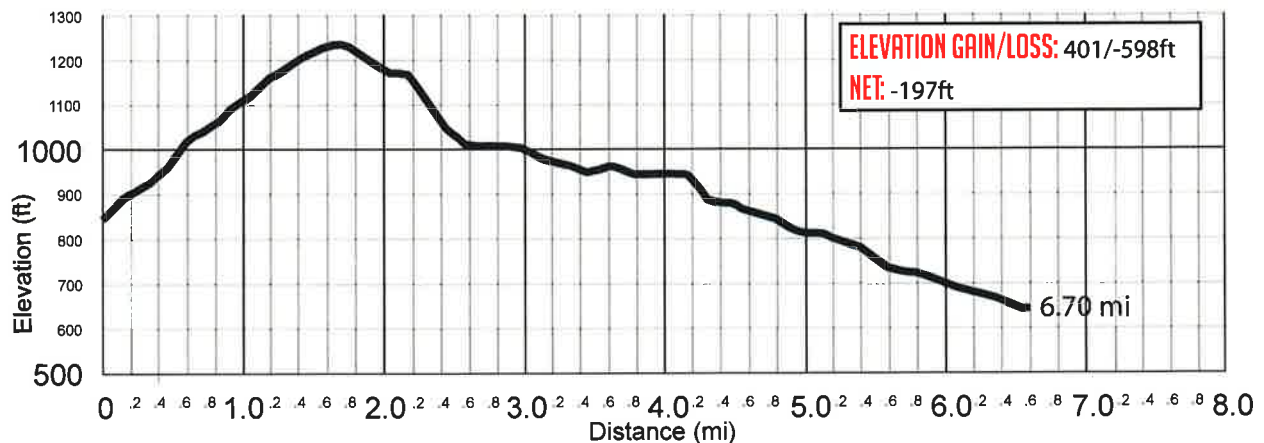
- 0.00 Exchange 21 (Schaffer Rd)
- ← 0.03 Turn **LEFT** onto Apiary Rd
- ↑ 1.67 Wilkerson County Park
- 3.60 Water Station
- ↑ 3.77 Rock Quarry
- ↑ 4.57 Golden-yellow gate on left
- ↑ 6.57 Small blue house and garage on left
- 6.70 Exchange 22 (Apiary Rd)

### EXCHANGE NOTES

- Parking: In large field on left side of Apiary Rd.
- Watch your footing! Some uneven terrain at Exchange 22.
- Provisions: No
- Fuel: No (nearest fuel - 10 miles south on HWY 47: Bridge St Mini Mart, Vernonia)



Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).





# VAN 2

# 4.23 MI | EASY

**LEG DESCRIPTION:** Basically flat terrain on narrow country roads with minimal shoulder.

**EXCH 23 ADDRESS:** 67528 Nehalem HWY N, Vernonia, OR 97064

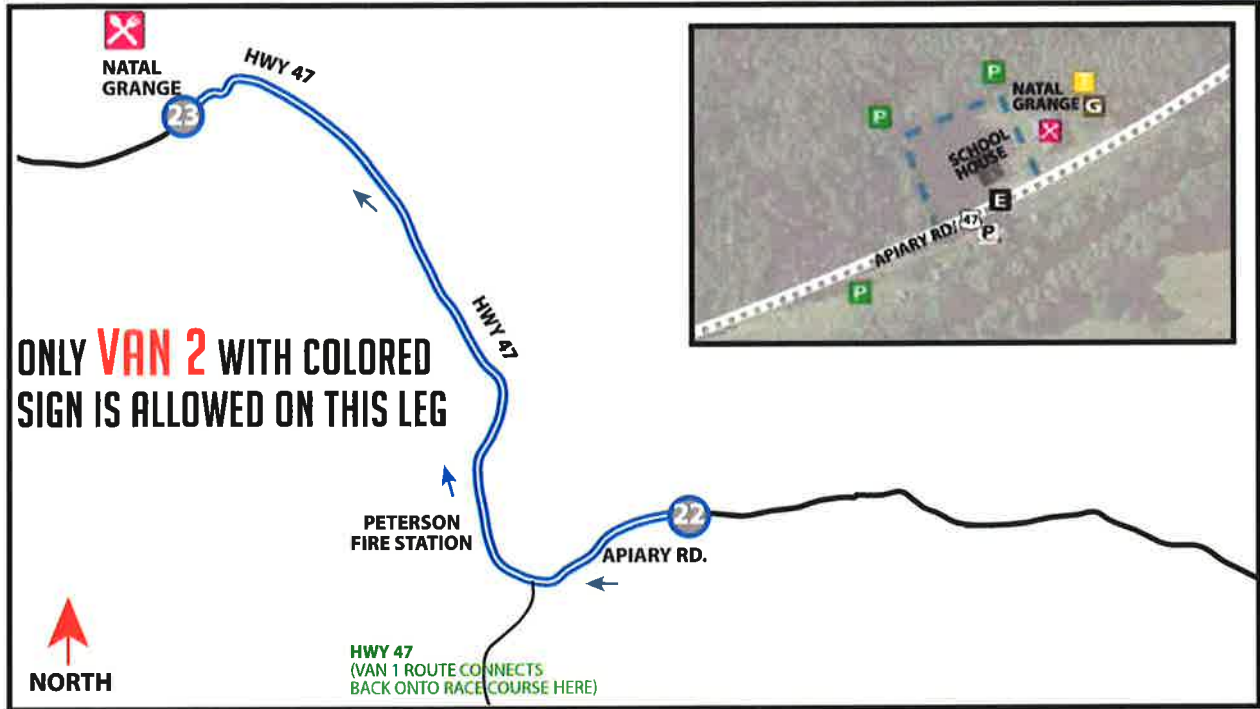
**GPS:** 45.974329, -123.198666

**NOTES:** Cell phone coverage unreliable until after Leg 32.

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### DIRECTIONS FROM EXCH 22 TO EXCH 23

- 0.00 Exchange 22 (Apiary Rd)
- 0.76 Turn **RIGHT** onto HWY 47 (Nehalem HWY)
- ↑ 0.99 Peterson Fire Station on left
- 4.23 Exchange 23 (Natal Grange)

### EXCHANGE NOTES

**Parking:** At Natal Grange and across street in hay field as instructed by volunteers.

Do not drop runner off near exchange (causes immediate back-up).

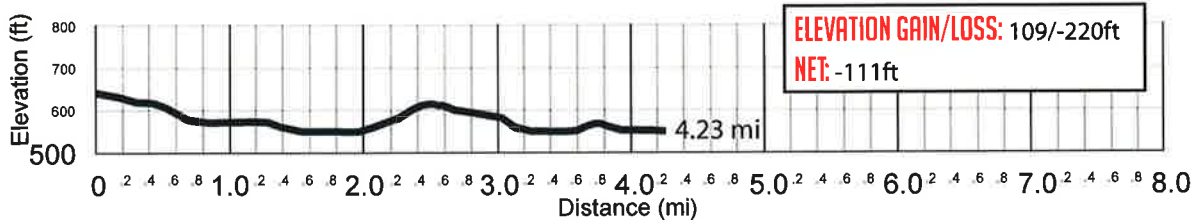
**Provisions:** Course Fundraiser

**Fuel:** No (nearest fuel - 12.4 miles south on HWY 47: Bridge St Mini Mart, Vernonia)

**COURSE FUNDRAISER**  
**NATAL GRANGE**  
 FRIDAY 2:00PM - CLOSE  
 FOOD: LUNCH/DINNER (2:00PM-1:00AM): BBQ beef sandwiches, burgers, hotdogs, cowboy beans, baked potatoes, and assorted sweets  
 BREAKFAST (1:00AM-CLOSE): Pancakes, eggs & ham  
 BEVERAGES: Hot beverages (coffee, tea, etc.)



Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).



# VAN 2&1

# MAJOR VAN EXCHANGE 4.87 MI | EASY



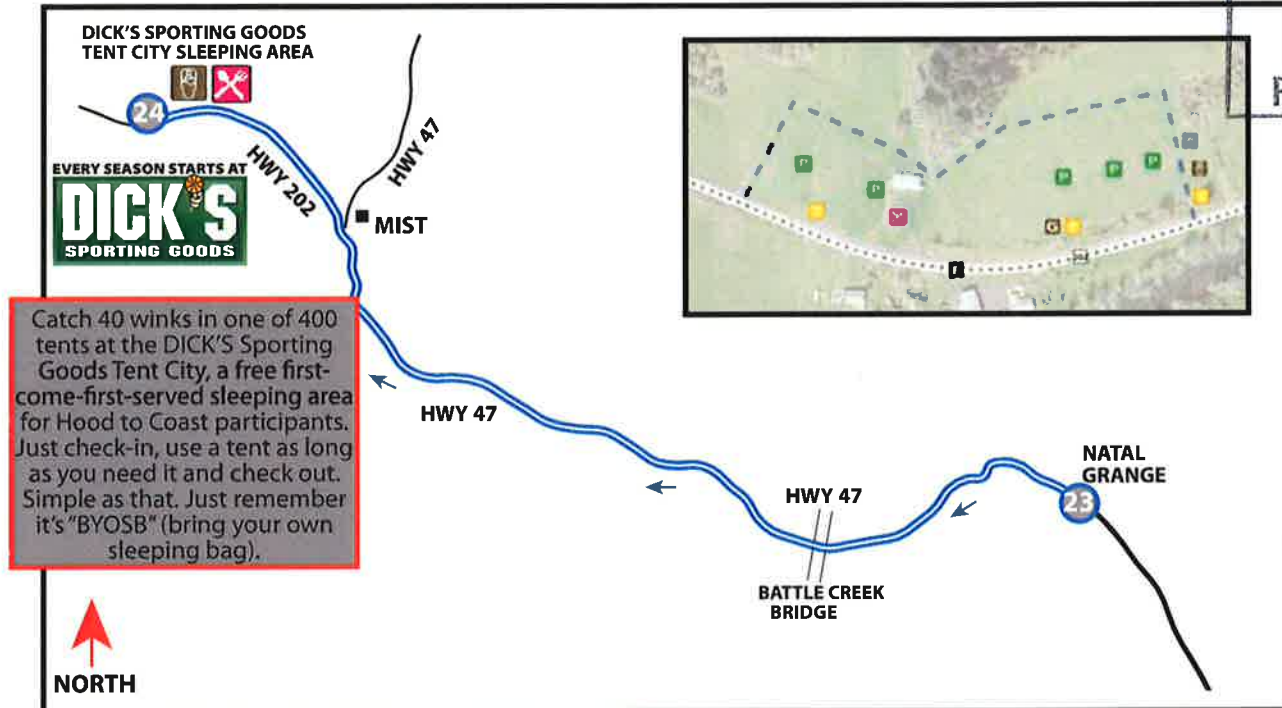
**LEG DESCRIPTION:** Flat terrain along Nehalem River and through pastoral setting on HWY 47 and HWY 202.

**EXCH 24 ADDRESS:** 13950 HWY 202 Birkenfeld, OR 97016 m.p. 44.9

**GPS:** 46.002792, -123.278399

**NOTES:** Cell phone coverage unreliable until after Leg 32.

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### DIRECTIONS FROM EXCH 23 TO EXCH 24

- 0.00 Exchange 23 (Natal Grange)
- ↑ 0.83 Country Museum on left
- ↑ 1.15 Battle Creek Bridge
- ↑ 3.55 Nehalem Valley Automotive
- ↑ 3.66 Continue on HWY 202
- 4.87 Exchange 24 (Mist - HWY 202)

### EXCHANGE NOTES

Parking: In two large fields along right side of the road.

Do not drop runner off near exchange (causes immediate back-up).

Exchange 24 sleeping only permitted in designated, roped off sleeping areas. Tents ARE allowed at Exchange 24. **Race DQ if found sleeping on ground next to vehicle!**

Provisions: Course Fundraiser

Fuel: No (nearest fuel - 13.2 miles north on HWY 30)

**COURSE FUNDRAISER**

**VERNONIA HS EQUESTRIAN**

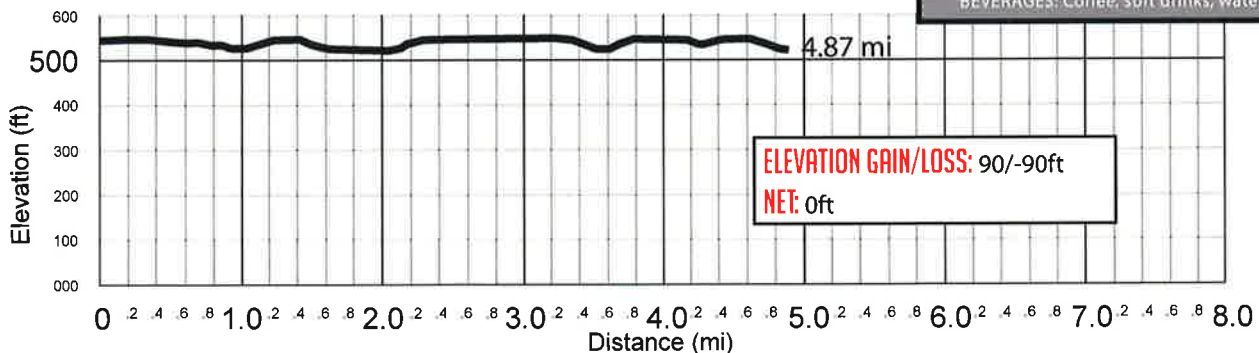
FRIDAY 4:00PM - SATURDAY 9:00AM

FOOD: Hamburgers, cheeseburgers, vegetarian chili, biscuits/gravy, bagels & cream cheese, muffins, assorted snacks.

BEVERAGES: Coffee, soft drinks, water



Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).





# VAN 1

# 3.80 MI | EASY

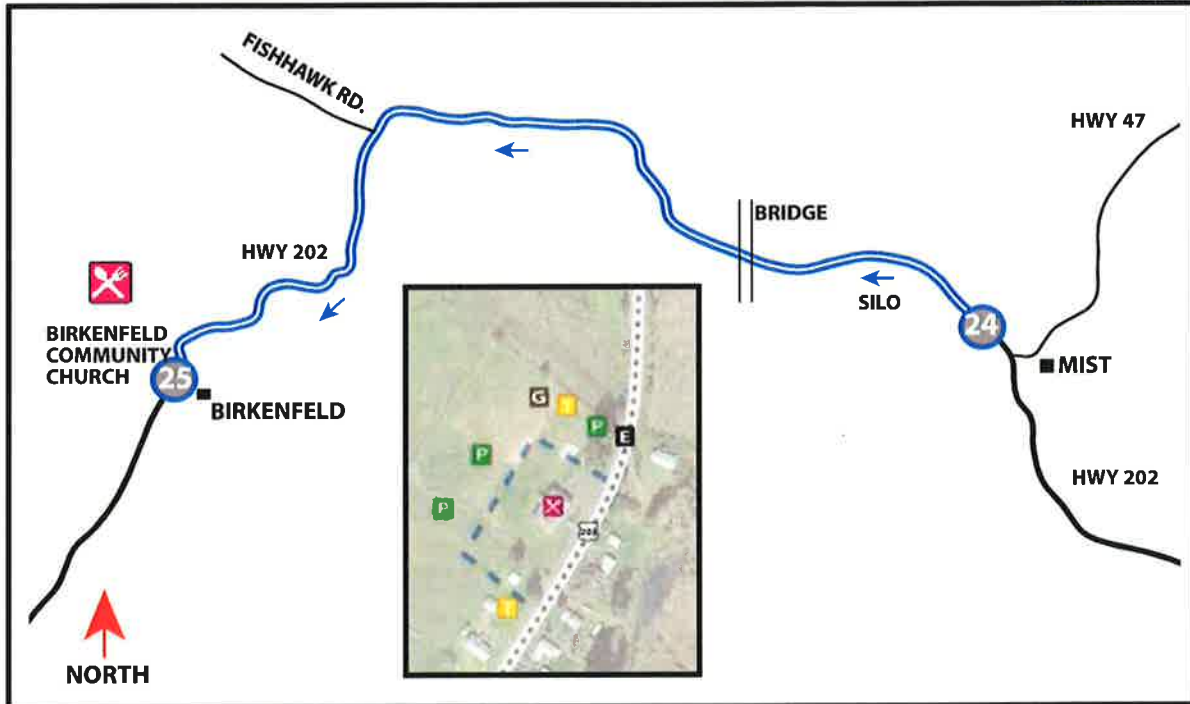
**LEG DESCRIPTION:** Gently rolling terrain (last 2 miles) on paved country roads.

**EXCH 25 ADDRESS:** 11249 HWY 202 Birkenfeld, OR 97016 m.p. 41.29

**GPS:** 45.995729, -123.334103

**NOTES:** Cell phone coverage unreliable until after Leg 32.

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### DIRECTIONS FROM EXCH 24 TO EXCH 25

- 0.00 Exchange 24 (Mist - HWY 202)
- ↑ 1.19 Nehalem River Bridge
- ↑ 1.76 Mist/Birkenfeld Fire Station
- ↑ 3.10 Fishhawk Rd
- 3.80 Exchange 25 (Birkenfeld Community Church)

### EXCHANGE NOTES

**Parking:** In Birkenfeld Church lot on right side of the road. Exchange is on left.

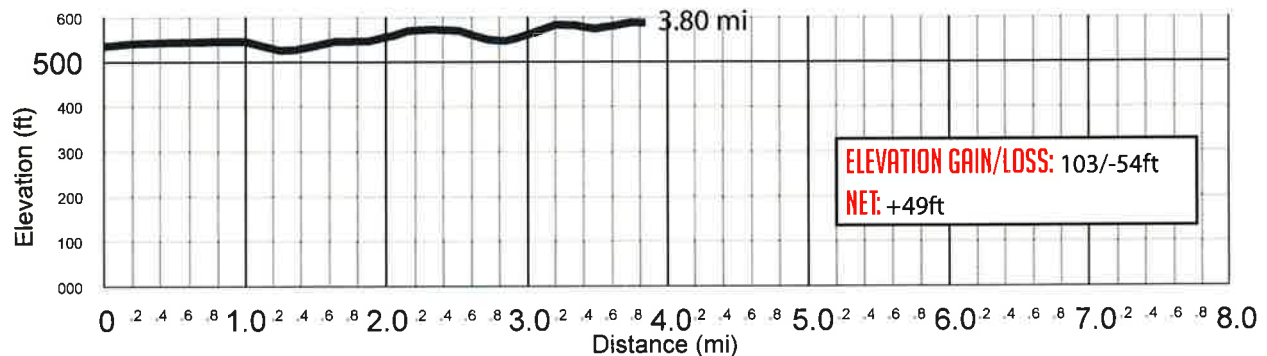
**Provisions:** Course Fundraiser (The Birk restaurant is nearby also)

**Fuel:** No (nearest fuel - 17 miles north on HWY 30)



Highly encouraged to wear high visibility clothing (no dark colors), and for non-participating teammates outside van to wear a reflective vest & LED flasher (6pm-9am).

**COURSE FUNDRAISER**  
**YOUNG ENTREPRENEUR EDUCATIONAL FUND**  
 FRIDAY 3:30PM - SATURDAY 11:00AM  
 FOOD: Chicken vegetable rice soup w/  
 homemade bread, ranch turkey wraps,  
 cookies, zucchini bread, muffins  
 BEVERAGES: Coffee, water





**LOCATION:** Scappoose High School

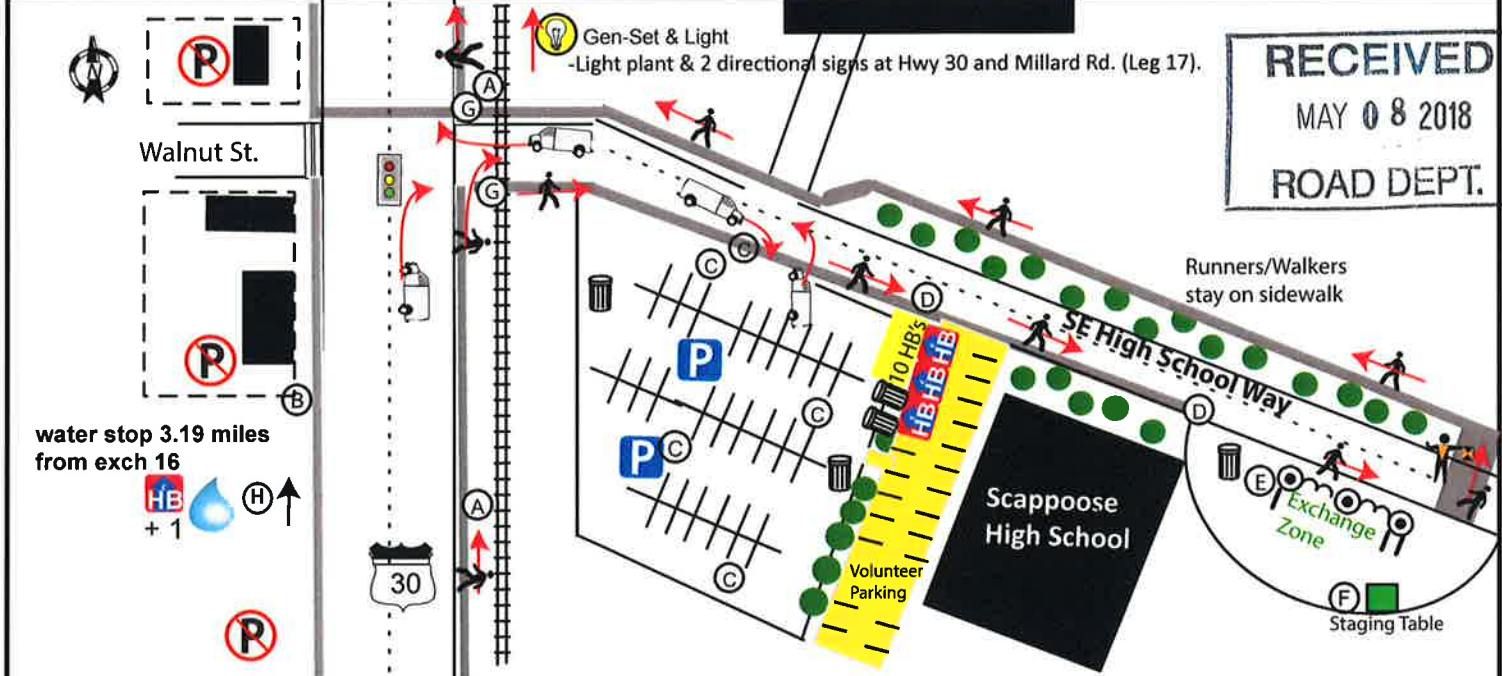
**OWNER:** Scappoose High School (503)-310-7065

**16**

33700 SE High School Way

**CONTACT:** Brenda Lohman (Athletic Facilities)

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**Legend:** HB Portable Toilets, P Parking, Trash Box, Gen-Set & Light, Surveyor Tape, Barricades / Caution Sign, S Highway Sign Sets, Volunteer Jobs, Pylons, Street Lights, Water Stop

Item	Quantity	Comments:
Gen-Set & Light:	1	
Barricades / Caution:	2	
Bull Horn:	1	-Vans entering turn right at High School Way. & right to park in school
Highway Signs:	0	-Vans Exiting turn left out of parking lot onto High School Way, then right back onto HWY 30
Portable Toilets (HB):	10	-Ensure train tracks are kept clear
Pylons:	7	-Flagger ensure proper crossing of runners across HWY 30 and on SE High School Way at crosswalk
Trash Boxes:	6	
Slow Paddles:	2	- 'No Parking' sign, 1.3 miles past Ex. 16, on left at Grumpy's Towing
Special Sign:	0	-Be considerate of School staff. Kindly allow to enter the premises if needed
Surveyor Tape:	2	-Light plant & 2 directional signs at Hwy 30 and Millard Rd. (Leg 17 ← Race vans to exch 18) & (→ race vans to exch 18)
Staging Table:	1	
Teardrop Exchange Banner	1	
Duct Tape Roll	1	

**Water Stop on Leg 17, approx. 3.19 miles North - Hwy 30 and Fullerton Rd.**

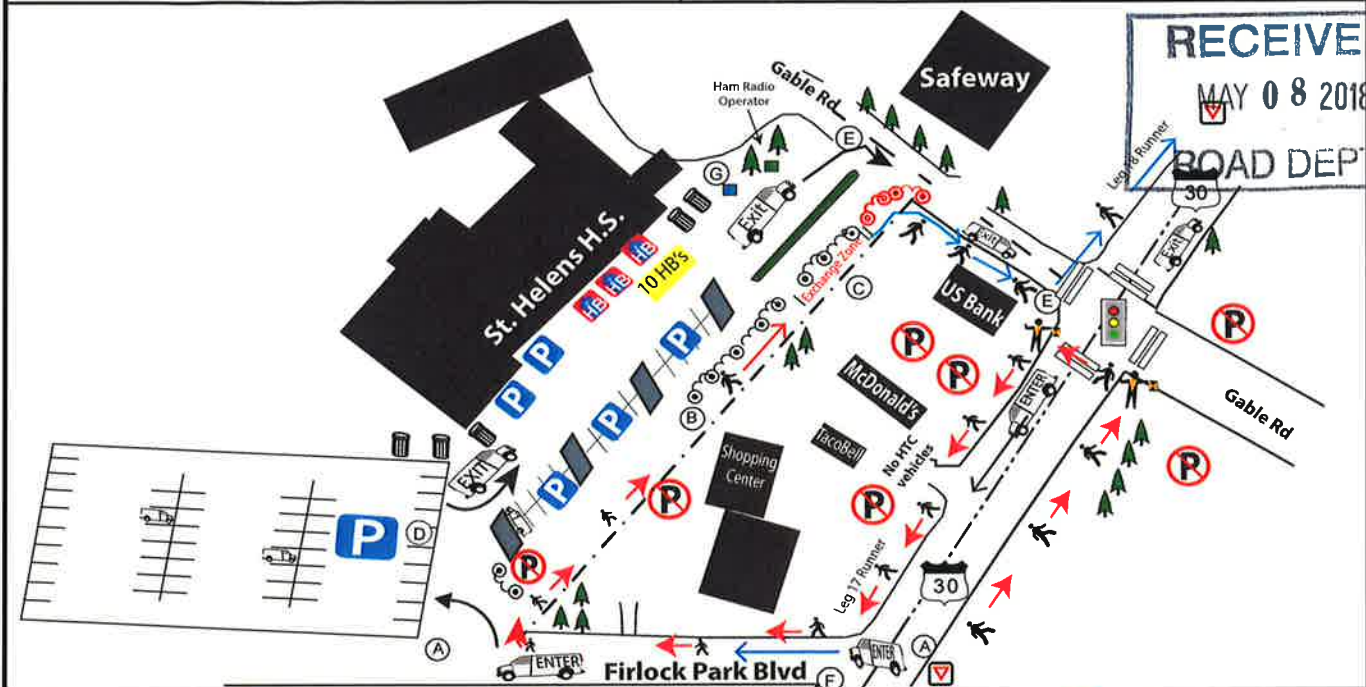
Volunteer Jobs:		# of Volunteers
<b>A</b>	Assist RUNNERS to stay on right shoulder of HWY 30 (High School Way/ SW Walnut St.).	2
<b>B</b>	Mobile monitor of parking on west businesses, ensure no parking in respective areas	1
<b>C</b>	Direct VANS in parking lot of Scappoose High School	5
<b>D</b>	Bull Horn. Direct and announce approaching runners/walkers south of exchange.	2
<b>E</b>	Monitor EXCHANGE. Exchange must be between double Yellow and single blue lines.	1
<b>F</b>	Staging check in table: distribute vol. shirts as well as other various tasks	1
<b>G</b>	Direct VANS onto High School Dr and back onto Hwy 30	2
<b>H</b>	Water Stop Volunteers - on Leg 17, Hwy 30 and Fullerton Rd, approx 3.19 miles from Exch 16	2

Revision Date: 3/6/18      Exchange Open: 6:30AM Fri      Exchange Close: 4:15AM Sat

**LOCATION:** St. Helens High School (Hwy 30 & Gable Rd)  
2375 Gable Road, St Helens, OR 97051

**OWNER:** St. Helens School District  
**CONTACT:** BG Aguirre (Principal) (503) 366-7439

**17**



**Legend**

- P** Parking
- Trash Bo
- Gen-Set & Light
- Barricades / Caution Sign
- Portable Toilets
- S** Hiway Sign Sets
- A** Volunteer Jobs
- Pylons
- Street Lights
- Surveyor Tape

<b>Gen-Set &amp; Light:</b>	0
<b>Barricades / Caution:</b>	2
<b>Bull Horn:</b>	1
<b>Highway Signs:</b>	0
<b>Portable Toilets (HB):</b>	13
<b>Pylons:</b>	8
<b>Trash Boxes:</b>	10
<b>Slow Paddles:</b>	2
<b>Special Sign:</b>	0
<b>Surveyor Tape:</b>	2
<b>Staging Table:</b>	1
Teardrop Exchange Banner	1
Duct Tape Roll	1

**Comments:**

Surveyor Tape to keep runners on the sidewalk

Surveyors tape intermittently down & parallel to parking lot as a "chute" for runners

Put out 'Caution' signs on highway before/after exchange.

Runners cross to Exchange at HWY 30/Gable Rd (with light and certified flaggers only)!

VAN 2 LEAVING EXCH: (see Leg 18 handbook map): Turn left from parking lot onto Gable Rd., then left on Bachelor Flat Rd, continuing on Bachelor Flat/Saulser Rd to Exch 18 (or right on Gable Rd, right back onto Hwy 30, right on Millard Rd to Exch 18)

Exchange is directly across from wall with Lion Mural

**Volunteer Jobs:**

**# of Volunteers**

		# of Volunteers
<b>A</b>	Point vans toward parking area	2
<b>B</b>	Bull horn. Announce approaching RUNNERS.	2
<b>C</b>	Monitor EXCHANGE. BATON exchange must be between double Yellow and single Blue lines.	1
<b>D</b>	Guide VANS into parking area at High School only.	3
<b>E</b>	Assist VANS to turn right onto 'Gable Road' and right back onto HWY 30. Assist runners at Gable Road cross-walk sign heading north (never allow to cross in front of traffic)	2
<b>F</b>	Guide vans to cross and turn left on Firlock Park Blvd, continuing toward exch.	2
<b>G</b>	Staging check in table: distribute vol. shirts and other various tasks	1

Revision Date: 03/7/18

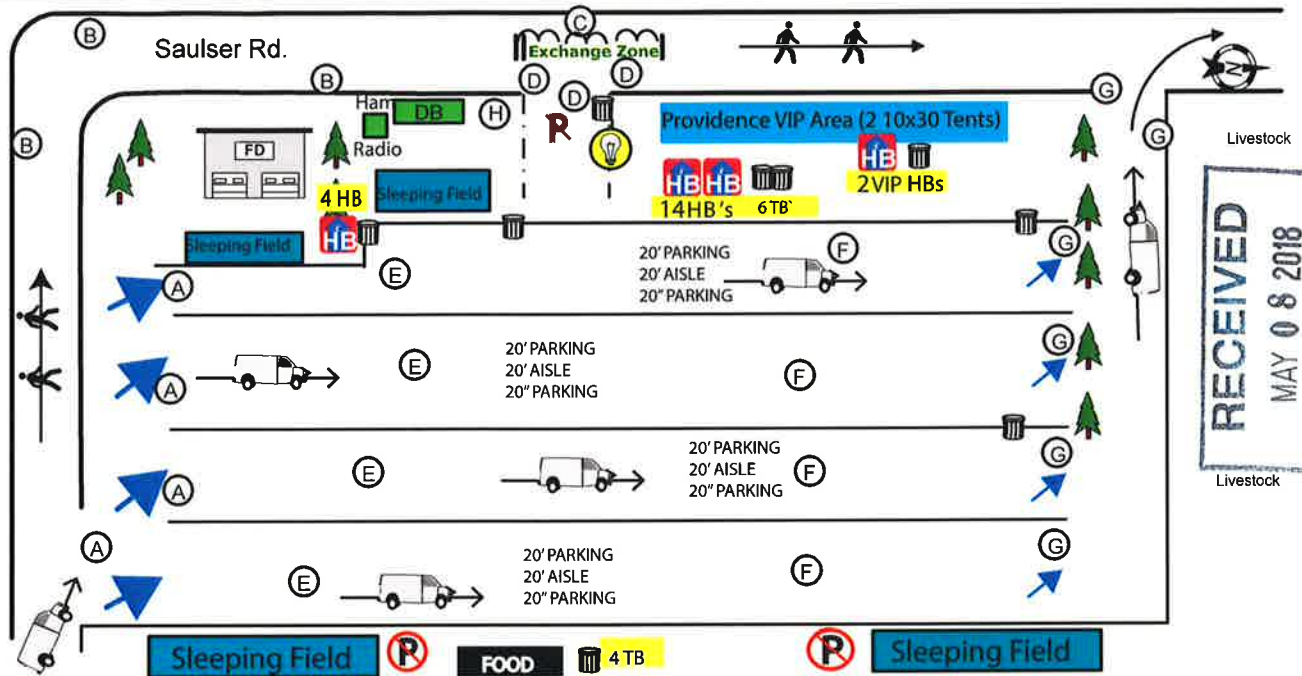
Exchange Open: 8:30AM Fri

Exchange Close: 5:15AM Sat

**LOCATION:** Columbia County Fairgrounds  
Saulser Road

**OWNER:** Columbia County Fairgrounds  
**CONTACT:** Ashley (503) 397-4231

**18**



- Legend:**
- Portable Toilets
  - Parking
  - Trash Box
  - Gen-Set & Light
  - Surveyor Tape
  - Barricades / Caution Sign
  - Highway Sign Sets
  - Volunteer Jobs
  - Pylons
  - Street Lights

Gen-Set & Light:	1
Barricades / Caution:	9
Bull Horn:	0
Highway Signs:	0
Portable Toilets (HB):	20
Pylons:	4
Trash Boxes:	16
Slow Paddles:	0
Special Sign:	0
Surveyor Tape:	30
Staging Table:	1
Teardrop Exchange Banner	1
Duct Tape Roll	1

**Comments:**

NOTE: Several residences are opposite the Fairgrounds. Keep ALL spectators ON the Fairgrounds. A GARBAGE DROP BOX (DB) is located near the RUNNER exchange.

122 stakes, 2 hammers, and surveyors tape is provided for sleeping areas. 20 toilets

**IMPORTANT: Volunteer Monitor 2 must only allow Van 2 (with colored sign) to continue on Kappler Rd. Van 1 must take alternate route on Cater Rd.**

**Note: 'volunteer monitors' map located in Exch. Leader book for Leg 19**

**Don't turn on generator until needed when dark**

**NOTE: SEE OTHER MAP FOR DETAILED PARKING & SLEEPING LAYOUTS**

Volunteer Jobs:		# of Volunteers
<b>A</b>	Direct traffic into parking lot.	4
<b>B</b>	Use RADIOS to announce approaching RUNNERS. NO BULL HORN provided here.	2
<b>C</b>	Monitor EXCHANGE. BATON exchange must be between double Yellow and single Blue lines.	1
<b>D</b>	Keep spectators off Saulser Road	3
<b>E</b>	Direct VAN traffic in parking lot. Sleeping area near Fire Station.	4
<b>F</b>	Direct VAN traffic in parking lot.	4
<b>G</b>	Direct traffic OUT of parking lot.	6
<b>H</b>	Staging check in table: distribute vol. shirts as well as other tasks	1

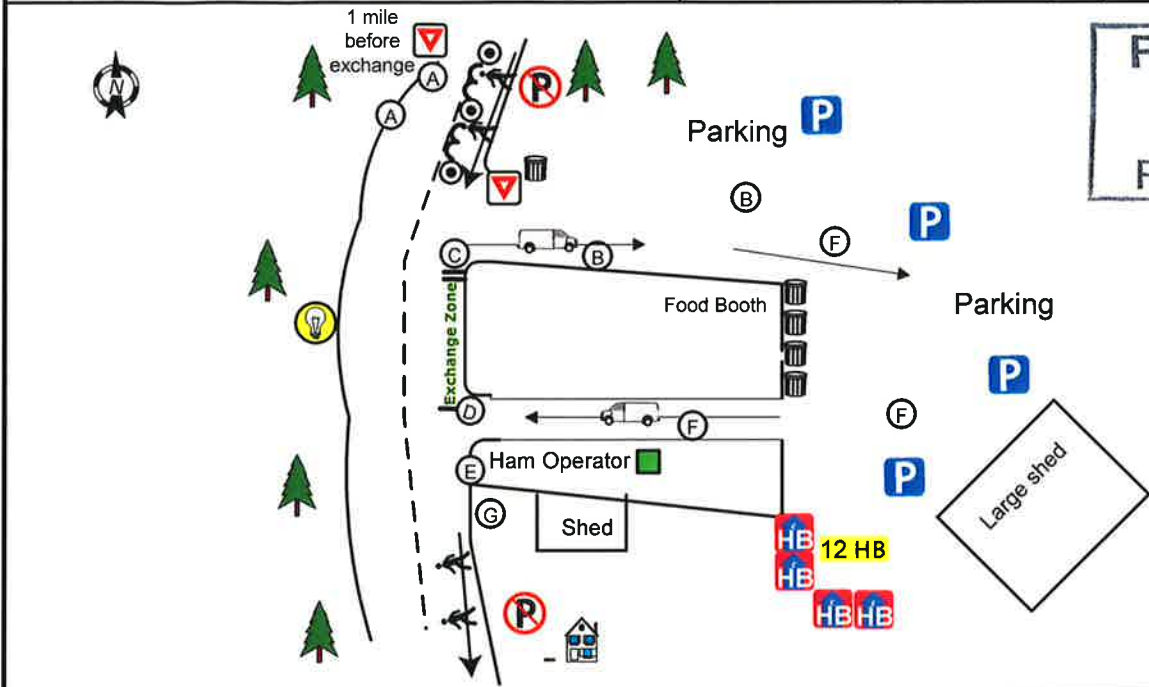
Revision Date: 4/19/18      Exchange Open: 9:30AM Fri      Exchange Close: 6:15AM Sat

**LOCATION:** Pittsburg Road  
(gravel begins in 3.2 miles on leg 20)

**OWNER:** Joseph Dougal  
**CONTACT:** Joseph Dougal (503) 250-1803

**19**

**RECEIVED**  
MAY 08 2018  
ROAD DEPT.



**Legend:**

- Portable Toilets
- Parking
- Trash Box
- Gen-Set & Light
- Surveyor Tape
- Barricades / Caution Sign
- Highway Sign Sets
- Volunteer Jobs
- Pylons
- Street Lights

<b>Gen-Set &amp; Light:</b>	1
<b>Barricades / Caution:</b>	3
<b>Bull Horn:</b>	1
<b>Highway Signs:</b>	0
<b>Portable Toilets (HB):</b>	12
<b>Pylons:</b>	3
<b>Trash Boxes:</b>	6
<b>Slow Paddles:</b>	2
<b>Surveyor Tape:</b>	1
<b>SIGNS: “&lt;-- Vans turn”</b>	1
“Vans → Runners ”	1*
“Vans with Colored Sign Only →”	1*
“HTC/PTC Emer Comm”	1
<b>Staging Table:</b>	1
<b>Teardrop Exchange Banner</b>	1
<b>Duct Tape Roll</b>	1

**Comments:**

NOTE: Vans enter and EXIT parking field just after the exchange (Ensure field gate open for exiting vans).

Special Sign: LEFT TURN ONLY

Joe Dougal (property owner’s own permanent porta-potty should be pumped at closing)

<-- VANS TURN (sign)

**No parking on Pittsburg Rd. Make sure no vans are blocking resident driveways**

**\*Deploy on Leg 19**

<b>Volunteer Jobs:</b>		<b># of Volunteers</b>
<b>A</b>	Slow approaching traffic.	<b>2</b>
<b>B</b>	Keep traffic moving quickly through RUNNER drop-off area.	<b>2</b>
<b>C</b>	Bull Horn. Announce approaching RUNNERS.	<b>1</b>
<b>D</b>	Monitor EXCHANGE. BATON exchange must be between double YELLOW and single Blue lines.	<b>1</b>
<b>E</b>	Keep spectators out of traffic.	<b>2</b>
<b>F</b>	Direct parking lot traffic.	<b>3</b>
<b>G</b>	Staging check in table: distribute vol. shirts as well as other tasks	<b>1</b>

**Revision Date:** 05/1/18      **Exchange Open:** 11:15AM Fri      **Exchange Close:** 7:00AM Sat

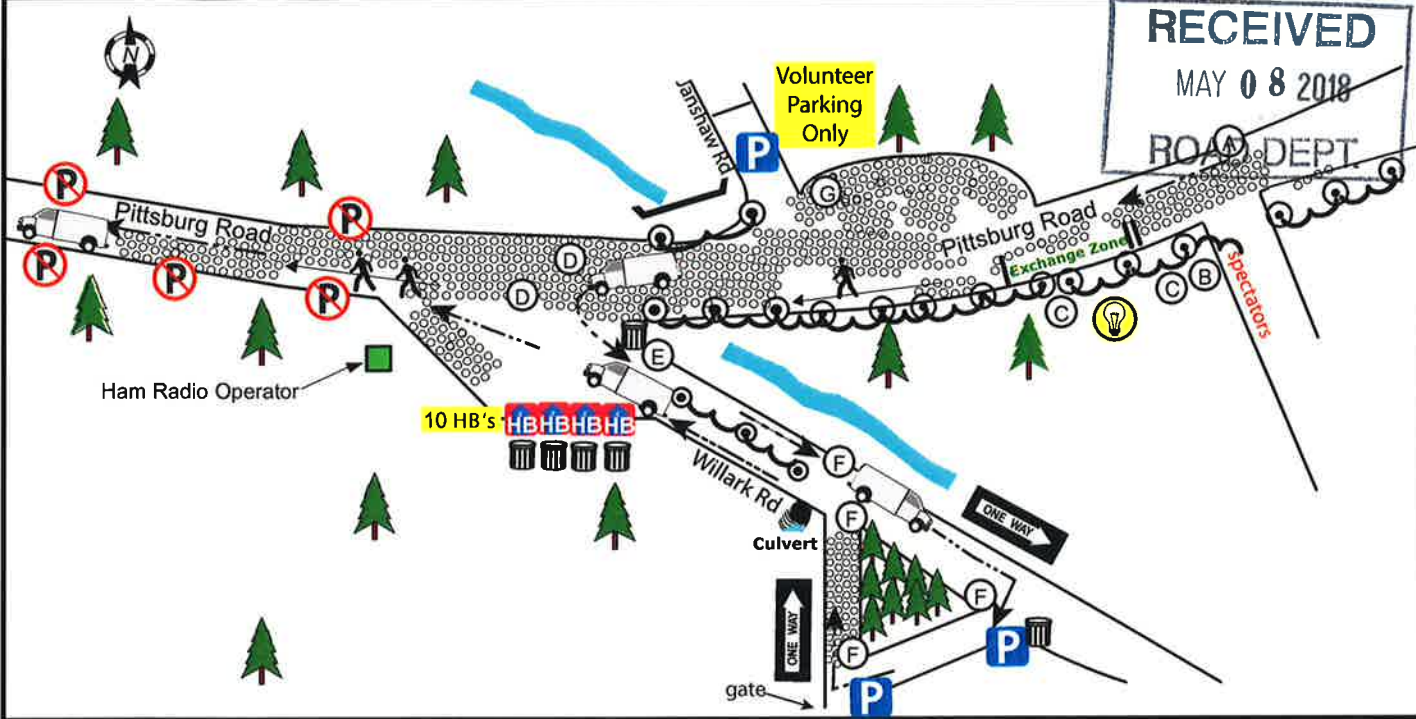
**LOCATION:** Pittsburg Road @ Willark Road

**OWNER:** Hancock Timber Management

**20**

**CONTACT:** Mike Johnson (360) 795-3221

**RECEIVED**  
MAY 08 2018  
ROAD DEPT



- Legend:**
- HB Portable Toilets
  - P Parking
  - Trash Box
  - Gen-Set & Light
  - Surveyor Tape
  - Barricades / Caution Sign
  - S Highway Sign Sets
  - A Volunteer Jobs
  - Pylon
  - Street Lights

Gen-Set & Light:	1
Barricades / Caution:	3
Bull Horn:	1
Highway Signs:	0
Portable Toilets (HB):	10
Pylons:	26
Trash Boxes:	6
Slow Paddles:	0
Surveyor Tape:	5
SIGNS: "Vans <--"	1
"Stay Right"	1*
"HTC/PTC -->"	1*
"HTC Emer Comm"	1
Staging Table:	1
Teardrop Exchange Banner	1
Duct Tape Roll	1

**Comments:**

Vans to be turned left on Willark Rd. Drive down to Triangle and back up on Willark Rd.

Parking also permitted on Willark Road 'triangle' illustrated.

Exchange on east side of Bridge, near side road (0.11 mi east of Willark Rd)

Volunteer Parking on Janshaw Road (no participant parking).

Have (E) volunteer jobs try to get vans in and out of Willark Road in quick/efficient manner.

Walkie talkies for two (F) volunteers in 'triangle' to communicate available parking (MUST get back)!

**Don't turn on generator until needed when dark**

**Sign: Only Leg 20 & 21 runners out of van**

\* Deploy on Leg 21

Rope off area 3-4 feet wide on the side of Pittsburg Rd. to avoid falling in creek

**Enforce only next participant advance on Pittsburg Rd. shoulder east of Willark Rd.**

"1 Mile to Exchange" [1]

Volunteer Jobs:		# of Volunteers
<b>A</b>	Point vans toward Willark Road	1
<b>B</b>	Bull horn, announce approaching RUNNERS.	1
<b>C</b>	Monitor EXCHANGE. Exchange must be between double YELLOW & single BLUE lines.	2
<b>D</b>	Direct VANS to parking	2
<b>E</b>	Keep crowd away from traffic.	1
<b>F</b>	Parking permitted on Willark Road 'triangle' (see traffic flow arrows)	4
<b>G</b>	Staging check in table: distribute vol. shirts as well as other tasks	1

Revision Date: 5/1/18      Exchange Open: 12:45AM Fri      Exchange Close: 7:45AM Sat

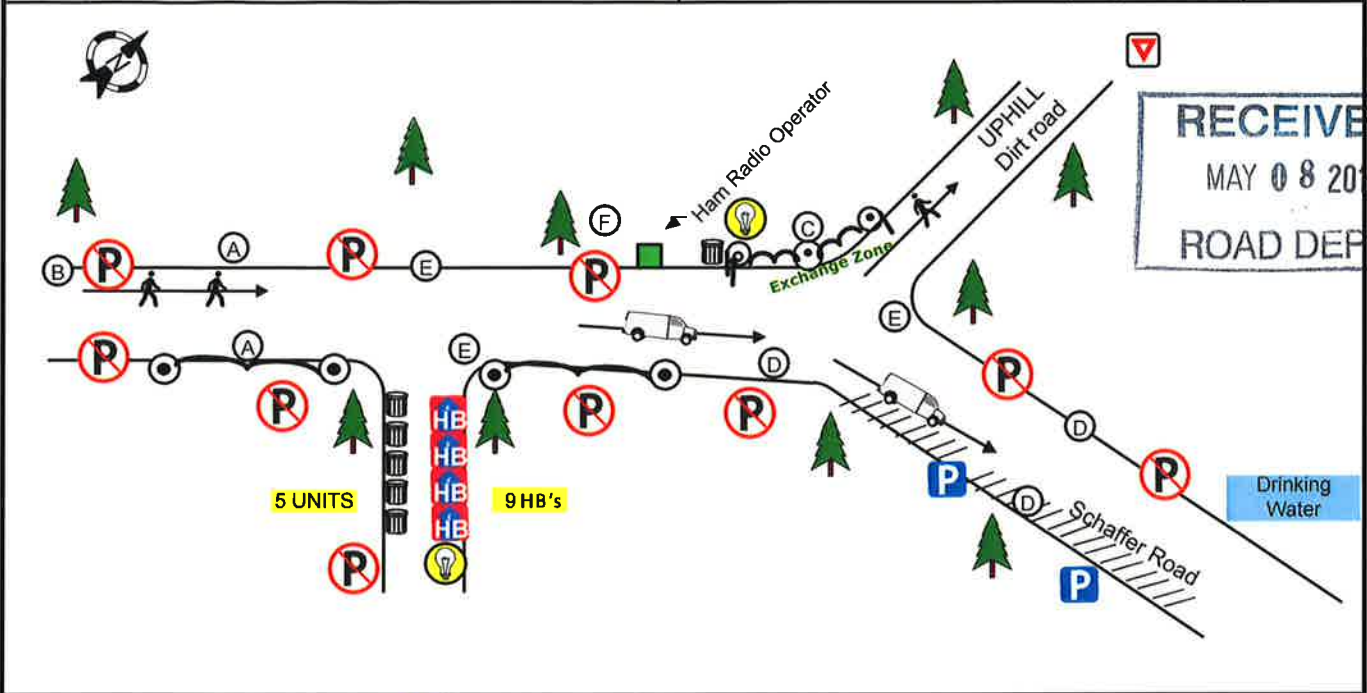
**LOCATION:** Schaffer Road, 1/2 mile from intersection with Apiary Road

**OWNER:** Nichols Logging

**CONTACT:** Dan Clottman

(503) 556-8532

**21**



- Legend:**
- Portable Toilets
  - Parking
  - Trash Box
  - Gen-Set & Light
  - Surveyor Tape
  - Barricades / Caution Sign
  - Highway Sign Sets
  - Volunteer Jobs
  - Pylons
  - Street Lights

<b>Gen-Set &amp; Light:</b>	1	<p><b>Comments:</b></p> <p>NOTE: Parking will be on Schaffer Road. The RUNNER will proceed up a short STEEP dirt road to Apiary Road. Need Caution Signs at Apiary Rd and Hwy 47 Intersection at Monitor Locations.</p> <p>Don't turn on generator until needed when dark</p> <p>Parking note: back in at angle</p> <p><b>2 potential walkie-talkies for (D) volunteers. Communicate open parking spots</b></p>
<b>Barricades / Caution:</b>	3	
<b>Bull Horn:</b>	1	
<b>Highway Signs:</b>	0	
<b>Portable Toilets (HB):</b>	9	
<b>Pylons:</b>	10	
<b>Trash Boxes:</b>	6	
<b>Slow Paddles:</b>	0	
<b>Surveyor Tape:</b>	3	
<b>SIGNS: "Caution Runner/Walker on Road"</b>	1	
<b>"Caution"</b>	2	
<b>Schaffer Rd/Apiary: "Sharp Left Turn"</b>	1	
<b>Staging Table:</b>	1	
<b>Teardrop Exchange Banner</b>	1	
<b>Duct Tape Roll</b>	1	

Volunteer Jobs:		# of Volunteers
<b>A</b>	Keep vans from stopping by Exchange zone.	<b>2</b>
<b>B</b>	Bull horn, announce approaching RUNNERS.	<b>1</b>
<b>C</b>	Monitor BATON exchange. This must be within 10 yards of pylons.	<b>1</b>
<b>D</b>	Direct VANS to parking.	<b>3</b>
<b>E</b>	Keep crowd away from traffic.	<b>3</b>
<b>F</b>	Staging check in table: distribute vol. shirts and various other tasks	<b>1</b>

<b>Revision Date:</b> 5/1/18	<b>Exchange Open:</b> 1:30PM Fri	<b>Exchange Close:</b> 8:30AM Sat
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LOCATION: Apiary Road (0.6 mile from junction Hwy 47)

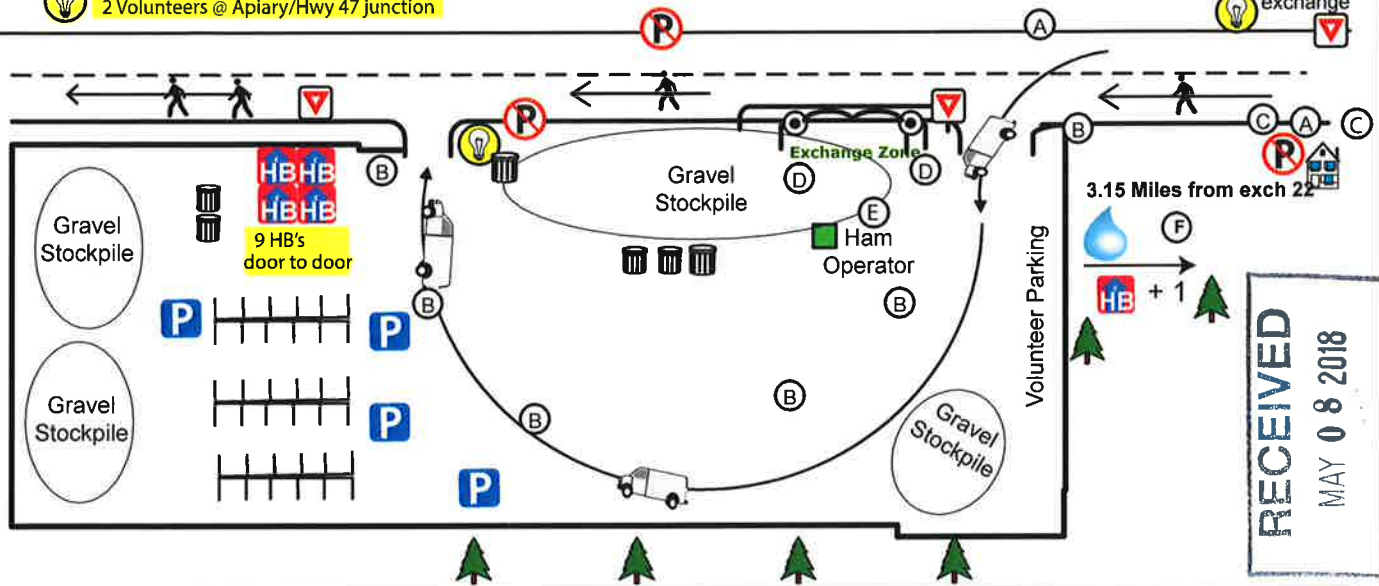
OWNER: ODOT Clatskanie

22

CONTACT: Marsha Lopez (503) 728-3711

1 mile before exchange

2 Volunteers @ Apiary/Hwy 47 junction



- Legend:**
- Portable Toilets
  - Parking
  - Trash Box
  - Gen-Set & Light
  - Surveyor Tape
  - Barricades / Caution Sign
  - Hiway Sign Sets
  - Volunteer Jobs
  - Pylons
  - Street Lights
  - Water Stop

Gen-Set & Light:	1
Barricades / Caution:	4
Bull Horn:	1
Highway Signs:	0
Portable Toilets (HB):	12
Pylons:	12
Trash Boxes:	6
Slow Paddles:	0
Special Sign:	0
Surveyor Tape:	1
SIGNS: "1 Mile to Exchange"	1
"HTC/PTC Emer Comm"	1
"HTC/PTC -->"	1*
Staging Table:	1
Teardrop Exchange Banner	1
Duct Tape Roll	1

**Comments:**

Columbia County

**Don't turn on generator until needed when dark**

**Note:** 'volunteer monitors' map located in Exch. Leader book for Leg 23

Deploy sign @ Apiary Rd & Hwy 47 "HTC/PTC →"

\*Deploy on Leg 23

**Water Stop on Leg 22, 3.12 miles East on Leg 22**  
Left side shoulder or Apiary Rd./ Camp 10 Rd.

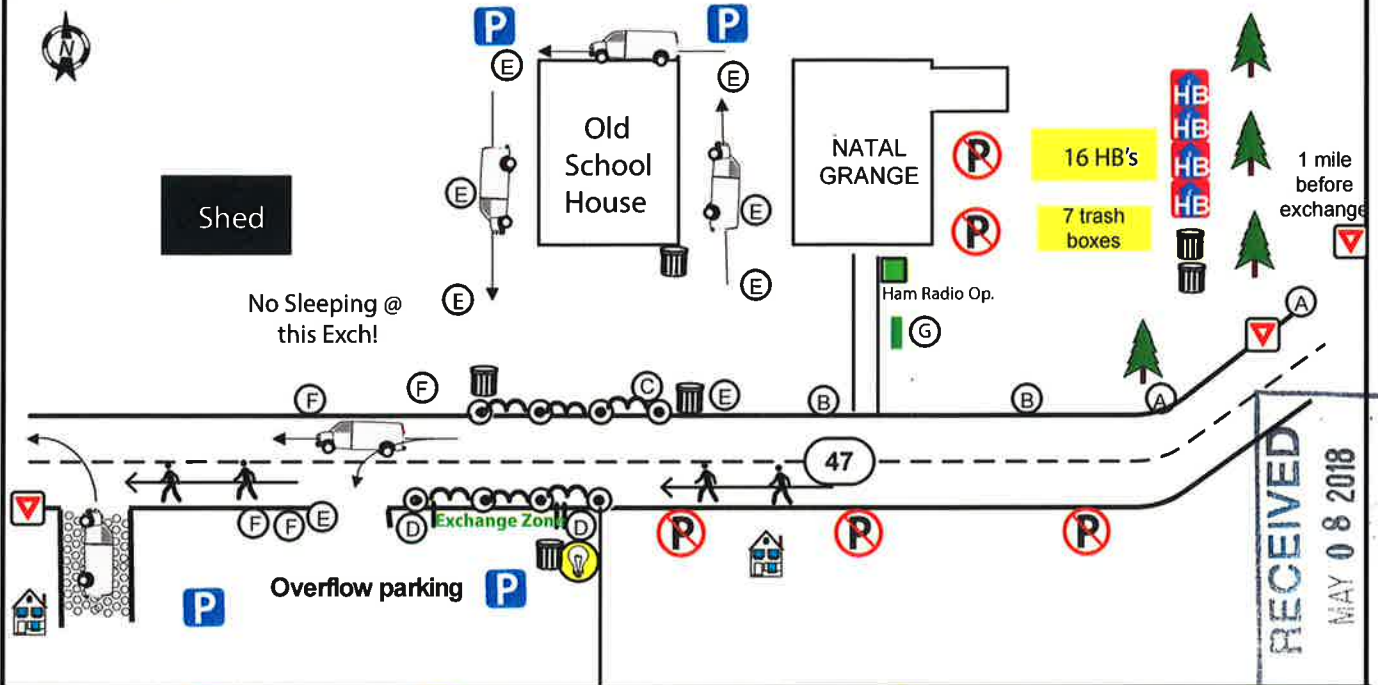
Volunteer Jobs:		# of Volunteers
<b>A</b>	Point Traffic toward Parking.	2
<b>B</b>	Volunteers park VANS in parking area.	6
<b>C</b>	Bull Horn. Announce approaching RUNNERS	2
<b>D</b>	Monitor EXCHANGE. BATON exchange must be between double Yellow and single Blue lines.	2
<b>E</b>	Staging check in table: distribute vol. shirts and other various tasks	1
<b>F</b>	<b>Water Stop volunteers on Leg 22, 3.12 miles East on Leg 22</b>	2

Revision Date: 5/1/18      Exchange Open: 3:30PM Fri      Exchange Close: 9:15AM Sat

**LOCATION: NATAL GRANGE**  
Highway 47, 3.8 Miles East of MIST

**OWNER: NATAL GRANGE**  
**CONTACT: Janette Grant** (503) 429-8470

**23**



- Legend:**
- Portable Toilets
  - Parking
  - Trash Box
  - Gen-Set & Light
  - Surveyor Tape
  - Barricades / Caution Sign
  - Highway Sign Sets
  - Volunteer Jobs
  - Pylons
  - Street Lights

		Comments:
<b>Gen-Set &amp; Light:</b>	2	
<b>Barricades / Caution:</b>	4	
<b>Bull Horn:</b>	1	Minimal parking at Natal Grange.
<b>Highway Signs:</b>	0	
<b>Portable Toilets (HB):</b>	16	
<b>Pylons:</b>	7	Ensure garbage boxes are HTC/PTC logo (not Henry's)
<b>Trash Boxes:</b>	11	
<b>Slow Paddles:</b>	2	Don't turn on generator until needed when dark
<b>Surveyor Tape:</b>	1	
<b>SIGN: "HTC/PTC Emer Comm"</b>	1	No Sleeping at Exchange . Sleeping fields available at Exth 24.
<b>"1 Mile to Exchange"</b>	1	Don't allow anyone on resident property owner side, east of Exchange Zone!
<b>Staging Table:</b>	1	
<b>Teardrop Exchange Banner</b>	1	
<b>Duct Tape Roll</b>	1	Columbia County

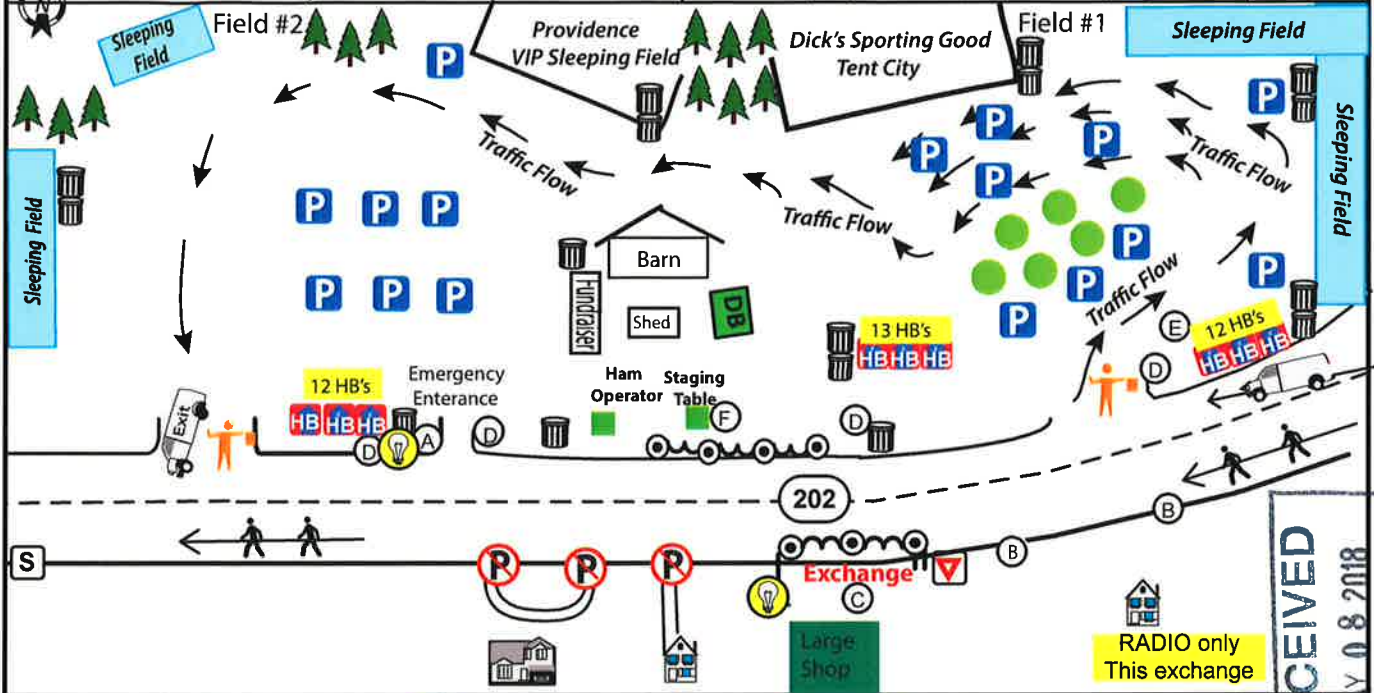
Volunteer Jobs:		# of Volunteers
<b>A</b>	Point traffic to parking area.	2
<b>B</b>	Keep spectators off HIGHWAY 47.	2
<b>C</b>	Bull Horn. Announce approaching RUNNERS	1
<b>D</b>	Monitor EXCHANGE. BATON exchange must be between double YELLOW & single BLUE lines.	2
<b>E</b>	Direct traffic in parking area	7
<b>F</b>	Direct spectators crossing HIGHWAY 47	2
<b>G</b>	Staging check in table: distribute vol. shirts and other various tasks	1

Revision Date: 05/1/18      Exchange Open: 4:30PM Fri      Exchange Close: 10:00AM Sat



**LOCATION:** Hwy 202, 1.2 miles West of MIST (MP 44.9) near 13950 Hwy 202, Clatskanie, OR 97016  
**OWNER:** Kari Hansen (field 2), Bob Burnham (field 1)  
 Kari Hansen (503) 755-9340, Bob Burnham (503) 816-6219

**24**



- Legend:**
- HB Portable Toilets
  - P Parking
  - Trash Box
  - Gen-Set & Light
  - Surveyor Tape
  - Barricades / Caution Sign
  - S Hiway Sign Sets
  - A Volunteer Jobs
  - Pylons
  - Street Lights

<b>Gen-Set &amp; Light:</b>	1	Vans ENTER and EXIT at two different possible openings in the two fields.
<b>Barricades / Caution:</b>	3	
<b>Bull Horn: (parking volunteers)</b>	4	<b>Need to park vehicles quickly (road back-ups)!</b>
<b>Highway Signs:</b>	0	(2) NW Traffic Control flaggers hired to assist w/ traffic on hwy, in addition to 2 light plants
<b>Portable Toilets (HB):</b>	43	
<b>Pylons:</b>	6	
<b>Trash Boxes:</b>	16	A GARBAGE DROP BOX (DB) is provided at this exchange.
<b>Slow Paddles:</b>	2	
<b>Special Sign:</b>	0	Exchange owner lives in tan house w/ brown trim at street light.
<b>Surveyor Tape:</b>	4	Ensure local community access through on road
<b>SIGNS: "Sleeping Area"</b>	4*	Don't turn on generator until needed when dark. Extra generator fuel located at this exch.
<b>"No Parking"</b>	1	*ensure volunteers dont engage in long conversations with vans as to avoid traffic build up
<b>"HTC/PTC Emer Comm"</b>	1	
<b>"Exchange 1 Mile Ahead"</b>	1	*DO NOT USE STOP/SLOW PADDLES ON ROAD. Only a certified flagger can direct vehicles!
<b>Staging Table:</b>	1	
<b>Teardrop Exchange Banner</b>	1	
<b>Duct Tape Roll</b>	1	

<b>Volunteer Jobs:</b>		Dispatch volunteers early for parking control before the race arrives there	<b># of Volunteers</b>
<b>A</b>	Point traffic toward parking area.		<b>2</b>
<b>B</b>	Announce approaching RUNNERS. RADIOS ONLY AT THIS EXCHANGE! NO BULL HORN.		<b>2</b>
<b>C</b>	Monitor EXCHANGE. BATON exchange must be between double YELLOW and single BLUE lines.		<b>2</b>
<b>D</b>	Crowd control near EXCHANGE Area. Ensure people are not crossing Hwy 202 to get to exch, unless they're the next participant to run/walk. No walking from parking fields across road anywhere/at will!		<b>5</b>
<b>E</b>	Direct VAN traffic IN and OUT of parking areas, at each aisle entrance and half way down aisle if possible.		<b>16</b>
<b>F</b>	Staging check in table: distribute vol. shirts and other various tasks		<b>1</b>

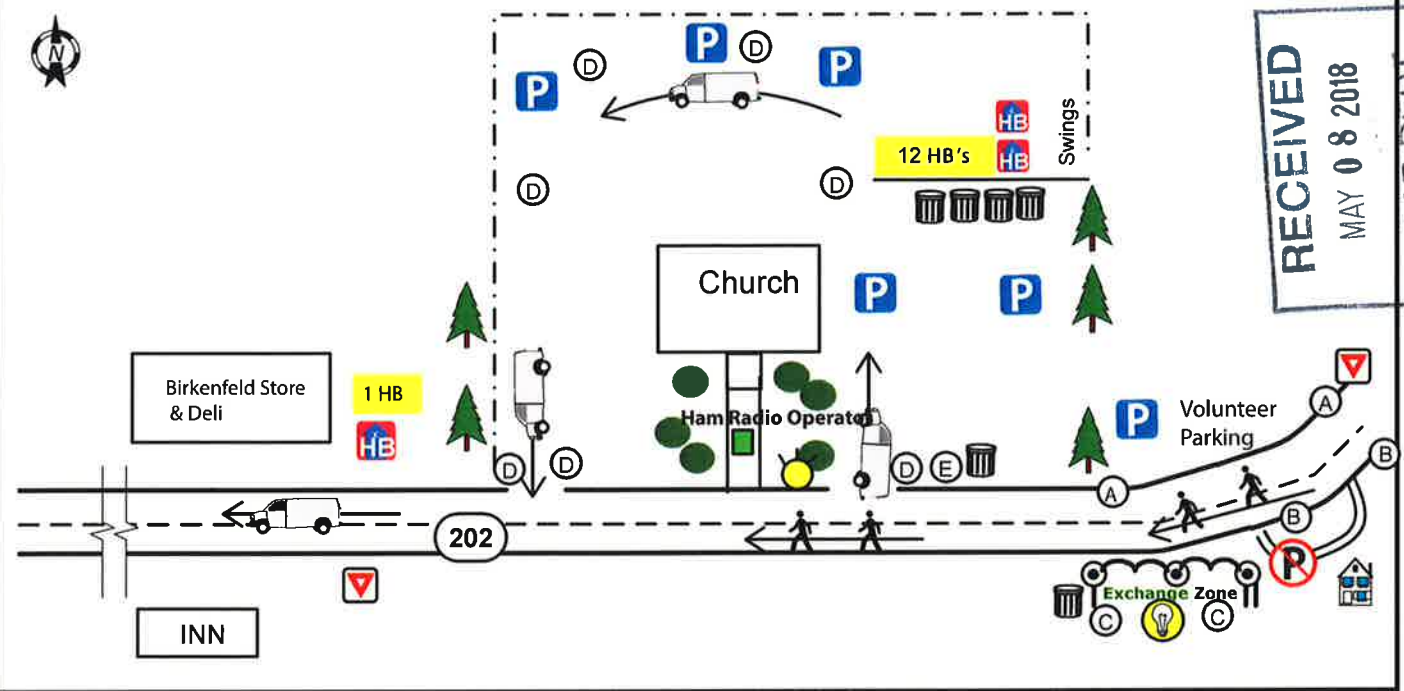
**Revision Date:** 05/1/18      **Exchange Open:** 2:00PM Fri      **Exchange Close:** 12:00PM Sat

**RECEIVED**  
 MAY 08 2018  
 ROAD DEPT.

**LOCATION:** Birkenfeld Community Church  
Highway 202, MP 41.2

**OWNER:** Birkenfeld Comm. Church  
**CONTACT:** Forrest Shetter (503) 755-2515

**25**



- Legend:**
- HB Portable Toilets
  - P Parking
  - Trash Box
  - Gen-Set & Light
  - Surveyor Tape
  - Barricades / Caution Sign
  - S Highway Sign Sets
  - A Volunteer Jobs
  - Pylons
  - Street Lights


<b>Gen-Set &amp; Light:</b>	1	<p><b>Comments:</b></p> <p>VANS exit on West side of building NEXT to Church.</p> <p>Church Phone #: (503) 755-2370</p> <p>Pam and Lu Valera #: (503) 755-2491</p> <p>(Helpful if Exch. Leader can bring a small lantern for table at exchange)</p> <p><b>*DO NOT USE ANY STOP/SLOW PADDLES ON ROAD. Only a certified flagger can direct vehicles!</b></p> <p><b>Exchange location is at the end of the circular driveway across the Highway from the Church</b></p>
<b>Barricades / Caution:</b>	3	
<b>Bull Horn:</b>	1	
<b>Highway Signs:</b>	0	
<b>Portable Toilets (HB):</b>	13	
<b>Pylons:</b>	3	
<b>Trash Boxes:</b>	6	
<b>Slow Paddles:</b>	1	
<b>Surveyor Tape:</b>	1	
<b>SIGNS: "1 Mile to Exchange"</b>	1	
<b>"HTC/PTC Emer Comm"</b>	1	
<b>Staging Table:</b>	1	
<b>Teardrop Exchange Banner</b>	1	
<b>Duct Tape Roll</b>	1	

<b>Volunteer Jobs:</b>		<b># of Volunteers</b>
<b>A</b>	Point Traffic toward Parking	2
<b>B</b>	Bull horn - Announce approaching RUNNERS.	2
<b>C</b>	Monitor EXCHANGE. BATON exchange must be between double YELLOW & single BLUE lines.	2
<b>D</b>	Direct Traffic in Parking Lot (Into and out of Parking lot)	6
<b>E</b>	Staging check in table: distribute vol. shirts and other various tasks	1

**Revision Date:** 05/1/18      **Exchange Open:** 6:30PM Fri      **Exchange Close:** 12:30PM Sat



TO: **Columbia County Board of Commissioners**  
**Robin McIntyre, Asst. County Counsel**  
cc: Mike Russell, Lonny Welter (w/out attachments)

FROM: Cherie Moylan, Office Manager 

DATE: July 27, 2018

SUBJECT: 2018 Wings & Wheels Half Marathon

---

Columbia County received the attached application for a Public Road Event Permit for the South Columbia County Chamber of Commerce – Wings & Wheels Half Marathon, to be conducted on Saturday, August 18, 2018. They are expecting approximately 100 runners/walkers, and will be using County roads as listed below.

The event will start at approximately 7:30 a.m. from the Oregon Aero facility (located at 34020 North Honeyman Road), and conclude at approximately 11:30 a.m. at the same location.

Course route is: North Honeyman, to Skyway Drive, to West Lane, to Crown Zellerbach Trail, the Columbia Avenue, to Honeyman Road, to Ellis Farm Road, to Santosh Wildlife Refuge, to Honeyman Road, to Skyway Drive, back to Oregon Aero.

**Applicable Criteria:**

The Columbia County Public Road Event Ordinance (Ordinance No. 2008-1, as amended), requires Board approval of public road events involving more than 25 vehicles, 50 bicycles, or 100 pedestrian participants. As this pedestrian event is expected to have more than 100 walkers and runners, Board approval is required.

Section 5 of the Ordinance provides, in part:

"A. Standards for Issuance. The Administrator or, in the event of a large event, the Board of County Commissioners, shall issue a permit conditioned upon the applicant's written agreement to comply with the terms of such permit **unless** the Administrator or Board of County Commissioners finds that:

1. The time, route and size of the public road event will disrupt to an unreasonable extent the movement of other traffic or will endanger the safety of participants or citizens, or cause a safety hazard other than traffic.
2. The public road event is of a size or nature that requires the diversion of too many law enforcement officers, public works employees or other personnel to properly control the public road event or that allowing the public road event would deny reasonable law enforcement or other emergency service protection to citizens of the County.
3. Such public road event will interfere with another public road event for which a permit has been issued.
4. The County Public Works Director determines the public road event would damage public roads."

Staff notified affected agencies and received the following comments:  
(Please see Page 3.)

This is the 4<sup>th</sup> annual Wings & Wheels Marathon event, with each event having been a success. It is therefore recommended by staff that the Board approve this permit.

**Recommended Motions:**

- **Motion 1:** Approve the public road event permit for **the South Columbia County Chamber of Commerce – Wings & Wheels Half Marathon.**
- **Motion 2:** Approve the Indemnity Agreement with **the South Columbia County Chamber of Commerce – Wings & Wheels Half Marathon** and authorize the Chair to sign.

**Attachments:**

- Permit Application, dated April 20, 2018
- Indemnity Agreement, dated April 20, 2018
- Certificate of Liability Insurance, dated June 1, 2018
- Course Map and Route Instructions

/cm  
Encl.

Staff notified affected agencies and received the following comments:

- County Sheriff's Office, Steve Salle' – **NO ISSUES**
- Columbia County Emergency Management, Steve Pegram – **NO ISSUES**
- State Police, Sgt. Luke Schwartz – **NO ISSUES**
- Columbia River Fire & Rescue, Mike Greisen – **NO ISSUES**
- Scappoose City Police, Norman Miller – no response
- Scappoose City Administrator, Mike Sykes – no response
- Scappoose City Public Works, Dave Sukau – no response
- County Forests, Parks & Recreation, Casey Garrett – no response
- Mike Russell, Road Dept. Director, (info only)
- Lonny Welter, Transportation Planner (info only)
- Robin McIntyre, Asst County Counsel (info only)
- Bill Goodwin, County Weighmaster (info only)
- Trish Hilsinger, Columbia 9-1-1 (info only)
- Andrew Merila, Oregon State Police (info only)
- Shaun Brown, Emergency Management (info only)
- Teresa Golson, Forests, Parks & Recreation (info only)



RECEIVED  
JUN 06 2018  
ROAD DEPT.

**PUBLIC ROAD EVENT PERMIT APPLICATION**

(Please type or print clearly and submit with application fee of \$100 for small events, \$300 for large events [300 or more participants])

Date: 20 April 2018

Name of Event: Wings & Wheels Half Marathon  
Sponsor: South Columbia County Chamber of Commerce  
Type of Event: 1/2 Marathon run  
Purpose of Event: competitive run - community enrichment - fundraiser  
Date of Event: 9/18/18 Beginning Time: 7:30 a - start  
Expected Number of Participants: ~100 Ending Time: 11:30 a - last finishers  
Location of Assembly Area(s): Scappoose Airpark  
Assembly Beginning Time: 6:30 a  
Number of Volunteers ~30 Number/Type of Support Vehicles 3-8 personal

**Route: Submit a map with the route clearly drawn. Indicate starting point, direction and ending point. Also include plans for rest stops, first aid stations, support vehicles, etc.**

Name of Applicant: South Columbia County Chamber of Commerce - Wings & Wheels  
Address: 2194 Columbia Blvd  
Work Phone: 539770685 Home Phone: \_\_\_\_\_ E-mail: klemarks@gmail.com  
Contact Person (other than applicant): Kelly Marks  
Address: \_\_\_\_\_  
Work Phone: 535399804 Home Phone: \_\_\_\_\_ E-mail: klemarks@gmail.com  
Chair/Race Director (for athletic events): same  
Address: \_\_\_\_\_  
Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Previous Experience: 4 yrs W&W, many events, fundraisers, galas, camps

cell

**By signing this application, sponsor agrees to all terms and conditions set forth in the Public Road Event Ordinance, and any special conditions listed in the Permit, if this application is accepted and a Permit is issued by the County.**

RETURN TO:  
Columbia County Road Department  
Cherie Moylan, Office Manager  
1054 Oregon Street  
St. Helens, Oregon 97051  
503.366.3961 (O)  
503.397.7215 (Fax)  
[cherie.moylan@co.columbia.or.us](mailto:cherie.moylan@co.columbia.or.us)

South Columbia County Chamber of Commerce  
(Name of Sponsor) Wings & Wheels

By: Kelly Marks  
(Signature of Authorized Agent)

**For Use By County:** Permits/Public Events/Forms/Public Road Event Application

Application Received \_\_\_\_\_  
Application Fee Paid \$ \_\_\_\_\_  
Permit Issued \_\_\_\_\_

Insurance Certificate Received \_\_\_\_\_  
Indemnity Agreement Signed \_\_\_\_\_  
Deposit Received: \$ \_\_\_\_\_



Oregon

Cherie Moylan, Office Manager  
County Road Department  
1054 Oregon Street  
St. Helens, Oregon 97051  
503.366.3961

Board of County Commissioners  
Columbia County Courthouse  
230 Strand, Room 331  
St. Helens, Oregon 97051  
503.397.4322

In consideration of the issuance of a permit by Columbia County for the Public Road Event known as the Wings & Wheels Half Marathon to be held on August 18, 2018, the undersigned sponsor/applicant for the event hereby agrees to defend, indemnify and hold Columbia County and other affected public agencies, the Board of County Commissioners and the boards of other affected public agencies, their officers, agents and employees (the Aindemnitees@) harmless from:

1. All liability, damage, loss, cost or expense, including but not limited to attorney's= fees, that the indemnitees may sustain or incur on account of any damage to or destruction of any property that the county may own or in which it may have an interest;
2. All liability, damage loss, cost or expense, including but not limited to attorney's= fees, on account of any damage resulting from injury to or death of any person or persons resulting from or in any way connected with the use by the sponsor/applicant, its agents or employees, of the road, site, area or facility to which the permit pertains.

South Columbia County Chamber  
(Agency) of Commerce

By: Kelly Hank Wings & Wheels  
(Signature of Authorized Agent)

Dated: 20 April, 2018

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Chair

Dated: \_\_\_\_\_

**RETURN TO:**  
Columbia County Road Department  
Attn: Cherie Moylan  
1054 Oregon Street  
St. Helens, Oregon 97051  
503.366.3961(O)  
503.397.7215(Fax)  
[cherie.moylan@co.columbia.or.us](mailto:cherie.moylan@co.columbia.or.us)

**RECEIVED**  
 JUN 06 2018  
 ROAD DEPT.

DATE (MM/DD/YYYY)  
 06/01/2018



**CERTIFICATE OF LIABILITY INSURANCE**

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Mid Valley General Agency LLC 888 Madison St NE, Ste 100  Salem OR 97301	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (503) 365-7001	<b>FAX (A/C, No):</b>	
	<b>E-MAIL ADDRESS:</b>		
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Scottsdale Insurance Company		41297
<b>INSURED</b>  South County Chamber of Commerce 2194 Columbia Blvd  Saint Helens OR 97051	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
	<b>INSURER F:</b>		

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL	SUBR	INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="checked" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="checked" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="checked" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:				Y	CPS2840487	08/18/2018	08/19/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS								COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$								EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below				Y/N N / A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Columbia County Oregon is included as additional insured per CG2010(04/13).

<b>CERTIFICATE HOLDER</b>  Columbia County Oregon 230 Strand St  Saint Helens OR 97051	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b>  
---	---



**GIVE THIS SHEET TO YOUR  
INSURANCE CARRIER**

THIS PAGE IS TO BE MADE A PART OF  
INSURANCE POLICY #

**INSURANCE REQUIREMENTS**

**RECEIVED**

JUN 06 2018

ROAD DEPT.

Before Columbia County can issue a permit for a public event, the sponsor must provide proof of public liability insurance, including property damage, covering all sponsor's activities, including volunteers, arising out of the event with a single limit policy of not less than \$2,000,000 covering all claims per occurrence.

The policy also shall bear the following endorsement:

"Without prejudice to coverage otherwise existing herein, Columbia County and all other affected public agencies, the Board of County Commissioners and the boards of other affected public agencies, their officers including the Columbia County Sheriff, agents and employees are included as additional insureds under this policy as to any claims or claims for injury to person, including death, or damage to property, resulting from or growing out of the activities of the named insured, including all volunteers, under the permit issued by the county for:

*Wings & Wheels Half Marathon*  
(NAME OF EVENT)

"It is understood and agreed that this policy shall not terminate or be canceled prior to the completion of the event without first giving 30 days written notice of intention to terminate or to cancel said policy to the county.

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

A Certificate of evidence of such insurance, together with the above endorsement, shall be submitted to the County and shall be subject to the approval of the County Counsel on behalf of Columbia County as to the adequacy of protection.

**SEND CERTIFICATE TO:**

Columbia County Road Dept.

Attn: Cherie Moylan

1054 Oregon Street

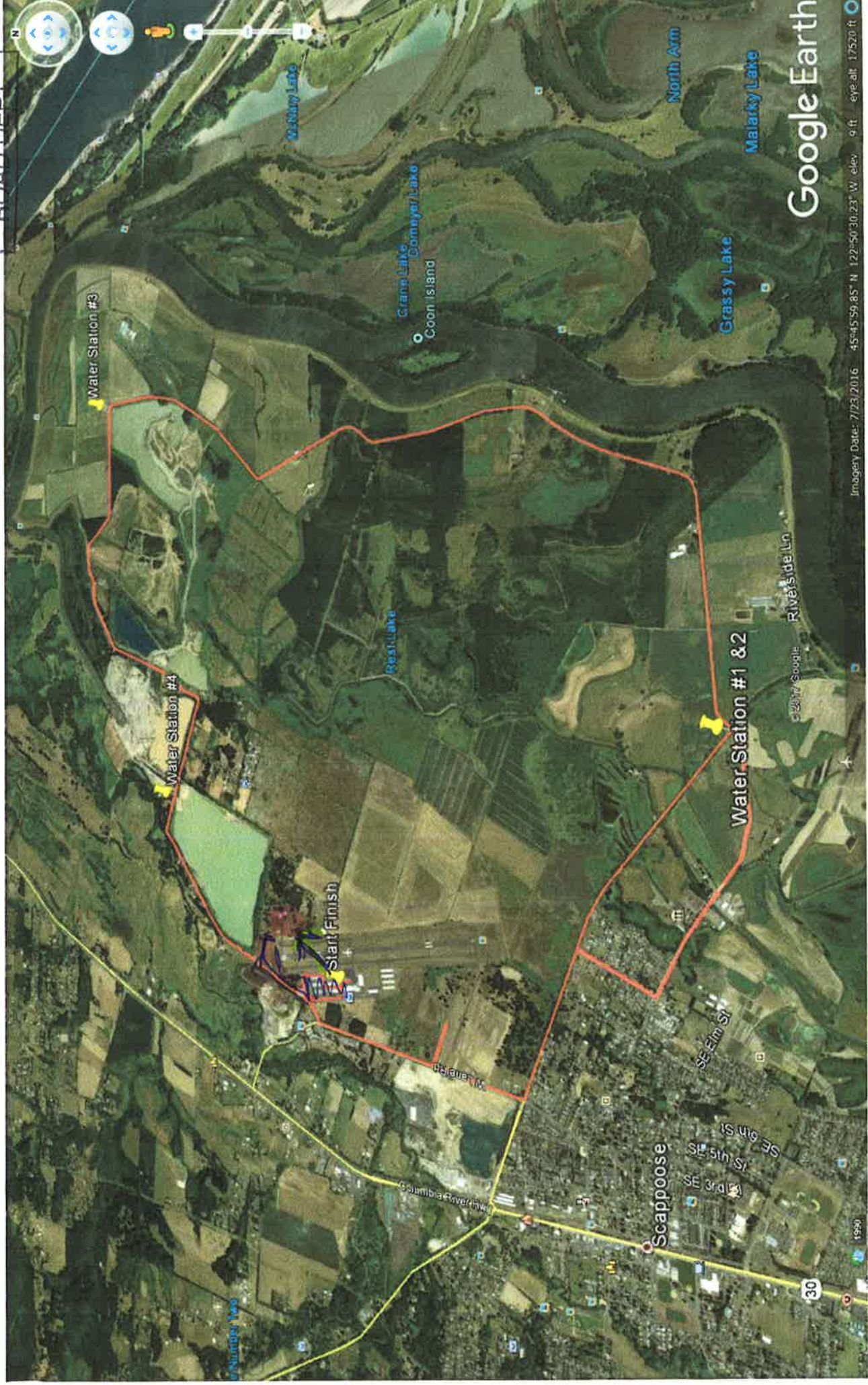
St. Helens, Oregon 97051

503.366.3961 (O)

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RECEIVED  
 JUN 06 2018  
 ROAD DEPT



Note: Start/finish relocated to Transwestern / NIWAAC area of site.

traffic control measures  
 • volunteers at key intersections  
 • runners on road signage

• water/safety stations at strategic waypoints  
 • race time limit 3 1/2 hrs - all remaining on course will be collected and driven to finish point

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**Memo**

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**Date:** July 30, 2018

**To:** Board of Commissioners

**From:** Holly Miller

**Subject:** Broadband Planning Project Consultant Procurement

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IT recently completed the selection (pending contract approval) of a consultant for the grant funded Broadband Planning Project, with the assistance of Jean Ripa, HR Director, and feedback from Commissioner Macgruder.

IT followed an intermediate procurement process, per County Counsel, sending informal bid requests, a project scope of work, timeline, and grant information to multiple agencies that offered broadband planning services. Three vendors; Commstructure/NetCity, Vantage Point Services (VPS), and CTC Technology & Energy (CTC) responded with proposals.

All three respondents had significant experience (Commstructure/NetCity was a fairly new partnership between an established engineering firm and a well-known broadband strategic planning provider), strong skillsets, thoughtful proposals, and were very closely priced, making selection between them difficult. Ultimately, however, Vantage Point Services' focus on stakeholder and community engagement aligned most closely with the county's objectives of Service, Engagement, and Connection. VPS will be providing on-site, in person stakeholder meetings, off-site follow-up calls, a public town hall event, a statistically valid market survey, and an additional online survey tool for residents and businesses to provide input and submit questions, which represented the most extensive outreach offering of the respondents.

In addition to their strong outreach commitment and planning expertise, VPS has significant experience assisting clients with federal grant applications, allowing them to provide guidance on steps to take in this initial project phase to increase our eligibility for grant funding for any future phases we undertake. VPS is also currently working with Harney County, in eastern Oregon, conducting a feasibility study for their broadband efforts, which could provide some project synergy and possibly even travel cost savings.

Finally, VPS is well versed in the myriad of contracts and agreements that are needed, once a community commits to moving forward with a broadband project. They will include templates and guides for these agreements in their final project report, which could result in substantial time and cost savings for the county. Overall, the VPS proposal was for just under the \$68,500 Oregon Lottery funded grant awarded to the county through Business Oregon, and the VPS proposal offered the county the greatest value for the money.

I will be attending the August 8<sup>th</sup> board meeting, in the morning, for the contract approval listed on the consent agenda. Pending approval, I will also be present in the afternoon, with the VPS Project Manager, who will provide a brief overview of the project and discuss opportunities for project participation. Please let me know if you have any questions or concerns.

If you approve the contract – the motion to approve could read as follows: *I move that we approve the Broadband Planning Grant project consulting services contract with Vantage Point Services, Inc for the not to exceed amount of \$65,500.*