

	searches that identify three realistic job possibilities	*increase of 100% from last year		provided job search opportunities
Provide work experience for participants	1000 hours of community service work will be completed	1000 hours of community service work completed	6/30/2009	720 hours of community service has been completed by MLK students
Maintain/obtain employment	50 youth will obtain and maintain employment	50 youth will obtain and maintain employment *increase of 100% from last year	6/30/2009	35 youth have obtained employment
Provide work experience	100 youth will engage in paid job internships	100 youth participating in paid internships *increase of 100% from last year	6/30/2009	45 youth have engaged in paid job internships

Addendum C

Youth Services Vocational Contacts

Agency	Name	Contact
Gave Presentation and/or Tour		
Job Corps	Kristi Durant	541-686-7514
Sexual Assault Support Serv.	Wendy	541.484-9791
Womenspace	Nell	541.484-6103
Eugene Stream Team	Matt A. McRae	541.682.4850
Planned Parenthood	Shannon Kilduff	541-344-9411
Green Gear Cycling	Walter Lapchynski	541.687.0487
KEZI 9 News 9	Heather Hintze	541.912.9713
Lane CO. Public Health	Kim Coleman	541682-4041
OSU Extension Service	Karren Cholewinski	541682-4243
Lane County IT Dept	John Careccia	541.682.4575
Lane Forest Products	Susan Posner/Tom Campbell	541.345.9085
SYSCO Food Convention	Tim Casey	(503) 682-8270
Bring Recycling	Carolyn Stein	541.746.3023
LTD/Walk Bike to work	Lisa VanWinkle	541.682.6212
Eugene Police Dept	Paul Bishop	541.682.5154 x1121
HJ Andrews Experim. Forest	Cameron Bergen/Kathy Keat	541.822.6303
Register Guard	Brea Bach	541.338-2570
KLCC	Don Hein	541.463.6003
OSU College of Vet. Med	Patrick Kamins	541 737 6779
Red Cross	Marianne Ansart	541.344-5244
UO Nat. History Museum	Kasey Herring	541.346.1694
EWEB Fish Hatchery	John Femal	541.341.8528
EWEB h20 Filtration	John Femal	541.341.8528
EWEB Leaburg Dam	John Femal	541.341.8528
UO Connections Program	Cora Bennett	541.346-1142
Eugene Fire Department	Char Banard	541.682.7100
Tour Volunteer		
Bicycle Transportation Alliance	Lynn Mutrie	503.226.0676
Tugman Park	Matt A. McRae	541.682.4850
Governor's Summit	Dianna Brainard	503.378.4667
Pro-Bone-O	Anne Baden	541.343-3156
Safe Routes to School Program	Shane Rhodes	541.556.3553
Birth to Three	Lisa Balint-Juilfs	541.434.4348
S.B. Challenge Course	Kellie Nemke	541. 682.6324
Lane Community College	David Van Der Haeghen	541-463-5688
Food For Lane County	Sheyla Norte	541-343- 2822
River House/COE	Kellie Nemke	541.682-6324
Food For Lane County	Sheyla Norte	541-343- 2822
Lane Community College	Eric Westerholm	541.335.1785
E.P.S.B/Wellness Clinic	Vicki Epperson	541.682.4379

Tour-Volunteer-Job-Shadow-Paid-Stipend		
Greenhill Humane Society	Denise Brittain	541.698.1503
Raptor Center	Kit Lacy	541.485.1320
Lane ESD	Randy Trummer	541.461.8313
LCAS	Kylee Belachaikovsky	541.682.3646
BLM	Lee Keller	541.683.6141
BLM	Jean Remiro	541.683-7995
Farmer's Market	David Turner	541.431.4923
Santa Clara Vet. Hospital	Jodi Wikotowski	541 543 1737
NextStep	Drew Prociw	541.686.2366 x799
Tour-Volunteer-Paid-Stipend-Fee For-Service		
United Way	Laurie Baumgardner	541-741-6000 x 102
Eugene Stream Team	Matt A. McRae	541.682.4850
LC United Way-cater	John Liang	541.741-6000 X159
UO Athletics	Bob Beals	(541) 346-5609
EWEB-Catering	Jon Miller	541.484-2411
University of Oregon-cater	Kelly Warren	541.346-1570
Stipend		
Hodgsons Tree Service	Sean Hodgson	541.345.9121
Warp grafix	Dave Miller	541.688-1152
Masonic Lodge	Max Whitney	541.729.4461
Eric Moberly	ODFW	541.726.3515
Bob Reeves	Science Factory	541.682.7887
COE Fleet	John Clark	541.682.4826
Stipend-Fee For-Service		
Siuslaw Nat. Forest	Pam Gardner	541.563.3211
Willamette Nat. Forest	David Sledge	541.782.2283
City of Eugene-Cater	Patence Winningham	541.682. 7185
City of Springfield-Cater	Renee Jackson	541.746-1651
Delta Rotary-Cater	John Aarons	541.682. 4783
Grace Serbu-Cater	Grace Serbu	541.686-2419
LC Children & Families- Cater	Robin Schaefer	541.682.4671
LC Health & Human Svcs-Cater	Diana Aldredge	541.682. 3798
LC Human Rights-Cater	Eve Terran	541.682. 3637
LC Commissioners-Cater	Zoe Gilstrap	541.682.4616
LC United Way-Cater	John Liang	541.741-6000 X159
University of Oregon-Cater	Kelly Warren	541.346-1570
Lane-ESD-Cater	Barbara McBurnett	541.461-8213
BLM Eugene District	Jean Remiro	541.683.7995
Willama Lane	Dan Tetzler	(541) 736-4103
Willamette Nat. Forest	David Sledge	541.782.2283
Lane Co. Facilities Maint.	Dan Banducci	541.682.4419
USFS McKenzie	Larry Lassiter	(313) 937-2129
USFS Middle Fork	David Sledge	541.782.2283
USFS Siuslaw	Pam Gardner	541.563.3211
BLM Recreation	Lee Keller	541.683.6141
Other Contacts		
Committed Partners for Youth	Jay Baughman	541-344-0833
**Youth Bus Passes: Lane Transit District's Smart Ways to School Program		
	Lisa VanWinkle	541.682.6212



Lane Education Service District

1200 Highway 99 North
Eugene OR 97402-2033
(541) 461-8200 • Fax (541) 461-8298

Debbie Egan
Superintendent-Clerk

LANE ESD IS COMMITTED TO WORKING IN PARTNERSHIP WITH SCHOOLS, FAMILIES, AND COMMUNITIES TO HELP STUDENTS SUCCEED.

Andy Bracco
Program Supervisor
Lane ESD
1200 HWY 99 N
Eugene, OR 97402

Lane County Economic Development Standing Committee
Attention: Mike McKenzie Bahr
County Administration Office
125 E. 8th Ave,
Eugene, OR 97401
RE: Video Lottery Funds

Dear Economic Development Standing Committee,

I am submitting this letter of commitment for the Martin Luther King, Jr. Education Center of Youth Services application for continued Video Lottery funding. I understand that this funding integrates the mission of MLK with the Lane County Strategic Plan goals in the following ways; job training and creation, addressing future market demands locally, integration of multiple partners and business in the project.

As a supervisor of the Martin Luther King Jr. Education center, I recognize the importance of integrating the vocational programs into the school environment so that our youth are engaged and developing the skills they need in order to gain successful employment as adults.

Lane ESD sees this continued funding as an integral resource for our shared program, our shared youth and our shared community. We are committed to actively participating in the planning, implementation and supervision of this essential service to our communities' youth and families.

Please let me know how we can be of further assistance.

Sincerely,

Andy Bracco



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Eugene District Office

P.O. Box 10226

Eugene, Oregon 97440-2226

IN REPLY REFER TO:

Lane County Economic Development Standing Committee
Attention: Mike McKenzie Bahr
County Administration Office
125 E. 8th Ave,
Eugene, OR 97401
RE: Video Lottery Funds

Dear Economic Development Standing Committee,

I am submitting this letter of commitment for the Lane County, Department of Youth Services application for continued Video Lottery funding for the Martin Luther King, Jr. Education Center (MLK). I understand that this funding integrates the mission of MLK with the Lane County Strategic Plan goals in the following ways; job training and creation, addressing future market demands locally, integration of multiple partners and businesses in the project.

The Bureau of Land Management (BLM), Eugene District has partnered up with Lane County DYS for several years on important and sensitive ecological and recreational projects on our shared lands. These backlogged projects would otherwise not get completed and are an important step in creating a shared sense of community. In particular we believe that MLK's directive to serve youth with job shadowing, mentorship's, work experience and employment is an outstanding fit for both of our agencies.

BLM sees this continued funding as an integral resource for our shared public lands, our shared youth and our shared community. We are committed to actively participating in the implementation and supervision of projects that teach youth essential job skills and provide employment to them as well.

Please let me know how we can be of further assistance.

Sincerely,


Jeanne Remiro
541-683-6229

MLK Student
Sinjin Smith
Friday March 13, 2009

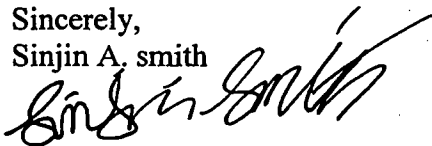
Lane County Economic Development Standing Committee
Attention: Mike Mckenzie Bahr
County Administration Office
125 E.8th Ave,
Eugene, OR 97401
RE: Video Lottery Funds

Dear Economic Development Standing Committee,

I think the people at MLK education center has helped me by getting a job doing outdoor work and getting better grades. The staff here at MLK Education Center has helped me by staying out of trouble during hard times like when I got out of Phoenix Drug Treatment Program. I wanted to go out and use drugs again but the staff kept telling me it was not worth it, and because of them I have nine months clean and sober and my mom has one year clean because of their support also.

As a student of the Martin Luther King, Jr Education Center, I think this program should stay open because it has helped me out a lot and if it helped me, I know it can help a lot of other youth succeed after they have gotten into trouble. For the future youth who need this support I think this program should stay open.

Sincerely,
Sinjin A. smith



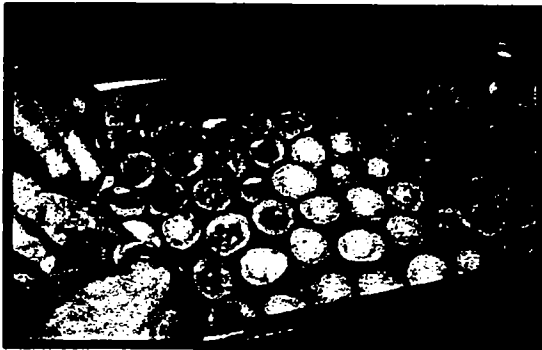
Martin Luther King JR. Education Center Student

Martin Luther King, Jr. Ed. Center

"Opportunity Partners Success"

March 13, 2009

Culinary Arts Program Announcements



Culinary Arts Program

ALSO



Technology Program



Horticulture Program



**Lane County Economic Development Project
Section 1 – Proposal Cover Page**

Grant Amount Requested: \$12,500 **Match Amount Proposed:** \$12,500

Please select the appropriate application box : ☒ 2009-10 County General Allocation Cycle

Project Focus (Required - select one category of economic development):

☒ Business development, ☐ Workforce development

PROJECT TITLE: Storm Water Engineering and Design Capacity Review

Principal Project Organization: Junction City Water Control District

Address 95282 Highway 99E

Junction City, OR 97448

Project Contact Person: Steve Cornacchia

Phone: 686-8511 **Fax:** 344-2025

E-mail: scornacchia@hershnerhunter.com

Person/Agency preparing fiscal reports Larry Mikkelsen

Title: District Manager, Junction City Water Control District

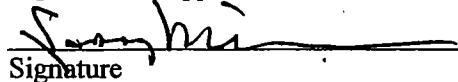
Address 95282 Highway 99E

Junction City, OR 97448

Phone: 998-3223 **Fax:** 998-3223

E-mail: jewatercontrol@yahoo.com

Signature of Applicant and each Partner included in Proposal (Copy and Use additional sheets as needed)



March 17, 2009

Signature

Date

Larry Mikkelsen, District Manager Junction City Water Control District
Typed name/Title Applicant Organization

Signature

Date

Typed name/Title

Partner Organization

Signature

Date

Typed name/Title

Partner Organization

All organizations identified as partners must sign the form. Add additional signature lines as needed.

Letters of support - Attach as appropriate to support the application

Applicants that received a previous economic development contract award, must attach a status report describing comprehensive progress to date on their previous project.

LANE COUNTY ECONOMIC DEVELOPMENT PROJECT

APPLICANT: Junction City Water Control District

PROJECT: Storm Water Engineering and Design Capacity Review

Project Summary

The Junction City Water Control District ("District") is an Oregon special district formed pursuant to ORS Chapter 553. The District owns and operates a system of drainage structures, originally designed to provide drainage for and to minimize flooding of rural agricultural ground; covering ground from W. 11th Avenue in Eugene (Amazon Channel) north to the City of Monroe, Oregon. The District's drainage system is depicted on the project map of the Lower Amazon & Flat Creek Watershed attached to this application as Exhibit "A".

The District's responsibility to manage and control storm water for its rural constituents is increasingly burdened by the development of urban uses within its boundary. Urban development of the north Eugene and Junction City area provides constant urban development pressure on the District. The most significant pressure on the District is the need to address storm water runoff from the impervious surfaces of new development. That impact is significantly increased by the high water table of the ground in the Junction City area (water cannot be economically treated on-site and must be discharged off-site).

Historically, the District has been able to address individual discharge requests from developing urban uses by having its engineering firm, EGR & Associates, review discharge requests and provide the District with comments and conditions for approval of the discharge into the District's ditches. The State of Oregon's decision to construct a correctional facility south of Milliron Road between Prairie Road and Highway 99 has virtually changed the landscape of the District's ability to perform its function and responsibilities. The site of the facility straddles the District's "F" Channels. Preliminary assessments indicate that storm water generated on the site must be discharged from that site. As an additional consideration for the District, the land located between Junction City and the facility site is intended to be served for industrial development by the extension of services from the city to the facility site. Development of that ground will also require discharge of storm water from that location and the District maintains the only storm water facility (its ditch system) in the entire area.

The District has concluded that it does not have the requisite information regarding its system's ability to absorb additional storm water of a magnitude presented by the correctional facility and industrial development along the Hwy 99 corridor. The District has further concluded that any further urban development of this area requires a comprehensive feasibility analysis of the existing drainage system and possible mitigation options. Without knowing its true capacity and/or the need to improve its system, the District cannot effectively respond to requests for discharge of storm water into the system and may not be able to currently accommodate that water. Accordingly, the District's drainage issue could become a potential barrier to the economic development benefits that could accrue in this area of Lane County from development of the correctional facility and the Hwy 99 corridor.

Project Narrative

Due to its size and location, the Junction City Water Control District is in the position of either being a beneficial component of the economic development of the Junction City/Hwy 99 corridor or being a significant impediment to that development. Development of the correctional facility site will require an answer to the question of where, eventually, does the site's storm water go? Development of the Hwy 99 industrial corridor between Junction City and the facility site will require an answer to the same question regarding storm water. Development of this specific area of Lane County is complicated by high groundwater tables, poor drainage of surrounding areas and the poor definition of the drainage basins and overland flow paths. This area currently contains a significant drainage problem at the Eugene Livestock Auction which is located on the westerly side of Hwy 99 across from the corrections facility site. The drainage issues of this area, if not understood and resolved, pose significant barriers to its economic development. Any further urban development of this area requires a comprehensive feasibility analysis of the existing drainage system and possible mitigation options.

This project will provide the District with information regarding its system's capacity to take more water and the potential capital costs associated with serving increased flow rates in an equitable manner that assures that incremental increased flooding to other lands within the District's boundary does not occur. The proposed engineering review, design capacity review and alternatives analysis will facilitate the timely economic development of the Hwy 99 corridor. The review is intended to determine the level of storm water improvements necessary to support urbanization of the Hwy 99 corridor.

Resolving drainage issues within this area of the District will remove a potential barrier to Lane County's goal to develop its economic engine. The District needs to understand its own limitations before it can agree to handle someone else's. Without the subject information the District will be unable to approve discharge requests, possibly causing delays in or termination of economic development projects. With the subject information, the District will be able to assist both public sector and private sector efforts to develop the Hwy 99 corridor. Resolution of drainage issues for both the Eugene Livestock Auction and the corrections facility could emerge from the project. Development within the Junction City area is increasingly important with the possible loss of Country Coach. Removing the District's perceived inability to absorb storm water will further Lane County's Strategic Plan goals to improve the county's net job growth, per capita income and wages and is centered on one of the rural areas outside the Eugene-Springfield area that is targeted by Lane County for economic development efforts. Economic sectors most likely to locate in the Hwy 99 corridor will include recreation vehicle support and industrial jobs associated with agriculture.

Resolving drainage issues does not, in and of itself, directly increase work readiness in Lane County. Nonetheless, resolving those issues removes barriers to the development of land within the Hwy 99 corridor that has been anticipated to provide industrial employment opportunities upon development. Without resolution, drainage issues present possibly insurmountable barriers to the development of land and the creation of jobs on that land.

The District's Board of Directors has resolved to undertake the design capacity review and EGR has provided a Proposal, Scope of Work and Personal Services Agreement to the District which EGR describes as the "South Hwy 99 Stormwater Economic Feasibility Report." The urgency created by the impending State of Oregon decisions regarding development of the correctional facility site have prompted the District to take action in resolving its information deficit regarding its system's capacity. Accordingly, this project is current and ready to proceed.

As stated earlier, the subject project is intended to provide information to the District that prevents the District from finding itself in an obstructionist position regarding urban development in the area because it does not have the requisite information to base a decision on whether or not to accept the storm water drainage from urban development. Lane County's economic strategic plan is not furthered by the District either delaying or denying the opportunity for land in the area to be developed for industrial use and job creation.

The District's request for an economic development grant is accompanied by the District's commitment to cover all costs associated with the project that are not included in Lane County's award of that grant. While the District's responsibilities regarding economic development are sketchy at best, the District's responsibility to effectively and efficiently drain storm water within its boundary is paramount. It is the understanding of that responsibility that leads the District in its desire to be prepared to respond positively to the State of Oregon and Junction City when those entities request that anticipated storm water from developed land be accepted by the District. This project will provide the District with additional tools with which to forge the partnerships of these public agencies that will coordinate the orderly and efficient urban development of land in the area. Armed with the anticipated information, the District will be able to work with its public partners in the area while ensuring that its number one priority, the prevention of flooding of its constituents, is accomplished.

This project will be successful and beneficial to the District and other related public entities if it produces information that will allow the District to determine to either accept storm water into its system from newly-developed land or to accept that water conditioned upon system capacity improvements that must be undertaken by the entity proposing the discharge. Of upmost urgency is the District's ability to respond to the State of Oregon with specifics regarding its capacity, how much of the facility's water can it take and what system improvements to the District's system must be undertaken by the State of Oregon before the discharge can occur. Secondary benefits from that interface include a resolution of the drainage issues plaguing the Eugene Livestock Auction that must be resolved for that business to continue on at that location and serve the area's agricultural producers.

Budget Proposal and Narrative

From pre-contract discussions with EGR & Associates, the District has ascertained that the project can be completed for \$25,000. The District's Board of Directors has approved and authorized the District to contract with EGR & Associates for the services described in this application for a sum not to exceed \$25,000.

The contract between the District and EGR & Associates has three essential components and each has a separate price tag. The components are 1) "F" Channel Size Analysis - \$10,750; 2) Preliminary F Channel Hydrology - \$5,500; and 3) Summary Report and Presentation - \$8,750.

EGR has drafted a scope of work and professional services contract for the project's undertaking. That scope of work accurately and adequately describes the project, its need and its cost. A copy of the EGR scope of work and agreement is attached hereto as Exhibit "B". EGR has provided a scope of work, a budget and a breakdown of its internal fee schedule.

The District is applying to Lane County for a grant of \$12,500. The District is prepared to contribute, in cash, the remaining \$12,500 of the not-to-exceed \$25,000 agreement price.

Performance Measures and Targets

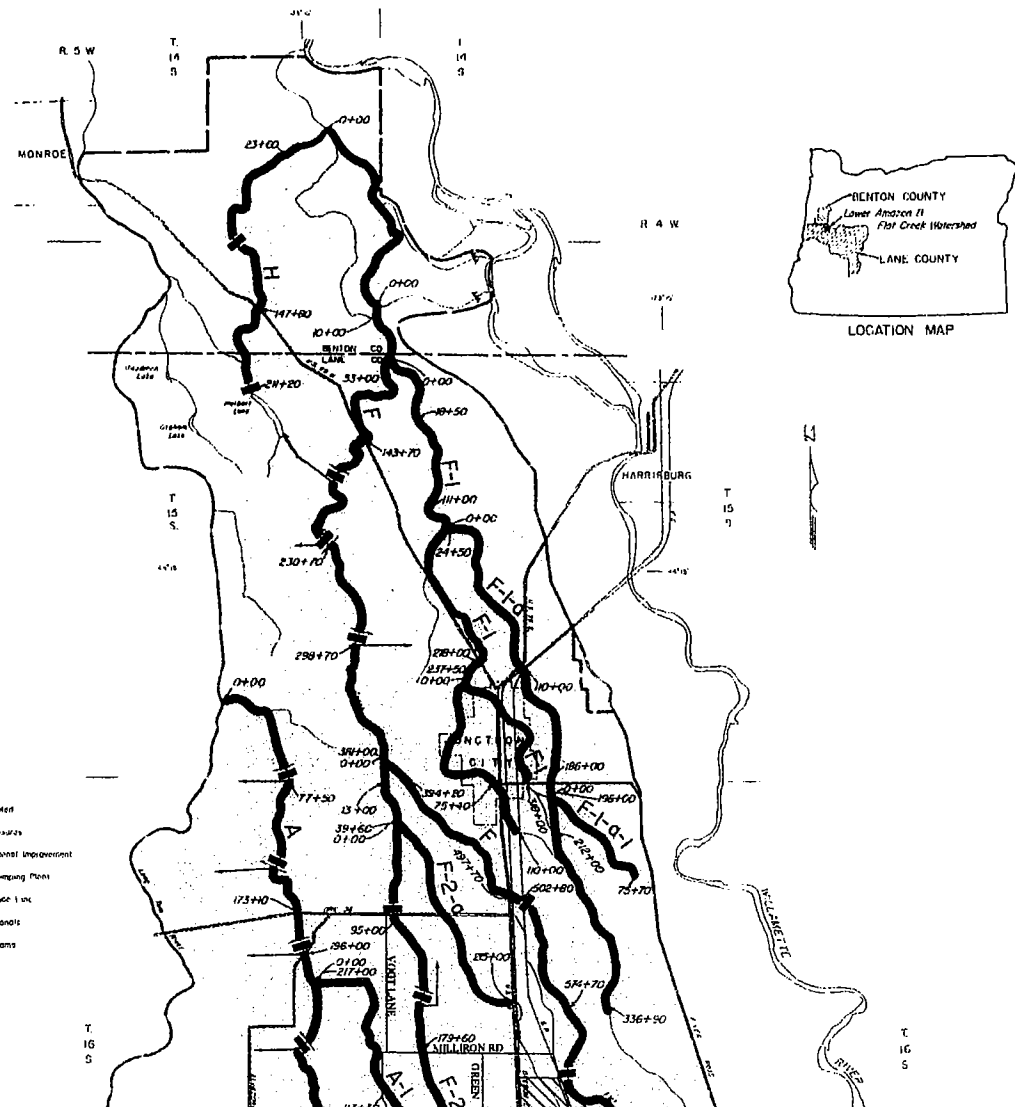
While the concepts and reality of hydrology and design capacity are complicated, the performance measures of this project are relatively simple. The project entails the production of information that the District can utilize to render decisions on the acceptability of storm water drainage from newly-developed land. That statement includes both the output and the outcome of the project:

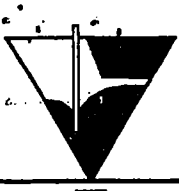
- OUTPUT:
1. EGR & Associates' analysis of the size of the "F" Channel;
 2. EGR's estimation of peak flow rate within the "F" Channel; and
 3. EGR's findings on schematic alternatives and potential capital improvement projects necessary to allow acceptance of additional storm water from developing lands.

OUTCOME: Junction City Water Control District is able to respond, in a timely and efficient manner, to requests by the State of Oregon, Lane County and Junction City to accept storm water from developing land such as the new state correctional facility and the Hwy 99 industrial corridor between Junction City and the correctional facility.

EXHIBIT A

U.S. GOVERNMENT PRINTING OFFICE: 1964 O - 346-425





EGR & Associates, Inc.

Engineers, Geologists and Surveyors

2535B Prairie Road
Eugene, Oregon 97402
(541) 688-8322
Fax (541) 688-8087

March 2, 2009

EXHIBIT B

Junction City Water Control District
Attention: Steve Cornacchia
95282 Hwy 99E
Junction City, OR 97448

RE: Scope of Work and Proposal to Archive Files and Provide Updated District Map (PROPOSAL #1) BRES 3/4/09

Dear Mr. Cornacchia,

The purpose of this letter is to present a scope of work and cost estimate to provide the Junction City Water Control District with an updated District Map and to archive the Districts record construction drawings.

The following sections describe each task in greater detail.

Task 1. Update District Map

This task will include EGR's time to create an updated District map. The color map of 36"x48" in size using 2005 orthogonal aerial image as a background. Our intent is that this map shall show;

- Aerial Photographic Features
- Street and Road Names
- JCWCD drainage features

This map will be created in AutoDesk AutoCAD Map and will be registered to State Plane Coordinate system to allow easier inclusion of additional data in the future as materials become available or necessary. EGR will provide the District with an electronic copy of all materials, a color PDF of the final map, and 10 color plots. Additional color plots will be available at the standard reproduction costs.

EGR will complete this task on a time and materials basis with a not to exceed budget of \$2,000.

Task 2. Record Drawing Archive

This task will include EGR's time to collect and review the as-built and record drawing information as provided by the District. This work will entail scanning the Districts construction plan and record drawings and organizing the resulting files in directories and file name. Based on the varying quality of the Districts original (and usually only copy) EGR cannot quote a per sheet cost as some files will take more care to scan and not damage.

EGR has proposed complete this task on a time and materials basis with a starting budget of \$3,500 to \$5,500 to complete the scanning of all pertinent of the District files. EGR will provide electronic copies of the materials to the District on DVD-R recordable material.

This task is time and materials driven so costs vary directly with the quantity and quality of the originals to be archived.



Summary

Task # & Description	Estimated Cost
Task 1 Update District Map	\$2,000
Task 2 Record Drawing Archive	\$3,500 to \$5,500
Total	\$5,500 - \$7,500

EGR will provide the following deliverable items;

- A Modern District Map, PDF Electronic and 10 Printed Full Size Copies
- Scans of the Districts Construction and Record Drawings in Tiff format on DVD-R media

We propose to perform the above-described work on a time and materials basis in accordance with the attached fee schedule with an initial budget of \$5,500 to \$7,500.

If the above-described work and budget is acceptable, please sign an executed authorization to proceed. This scope of work and budget estimate is valid for 60 days from the date above.

Sincerely,

EGR & Associates, Inc.

Shane Hughes, PE
Principal Engineer



Professional Services Agreement – Authorization to Proceed

SERVICE:

Create an updated map for the Junction City Water Control District using aerial photos and provide 10 printed copies. Archive District materials by scanning hardcopies and provide the District with a DVD-R media of the cataloged files. Work is further described in the EGR Scope of Work letter dated March 2, 2009. EGR will perform said work on a time and materials basis with a estimated budget of \$5,500 to \$7,500

SITE LOCATION:

Not Applicable

CLIENT

Junction City Water Control District
Attention: Steve Cornacchia
95282 Hwy 99E
Junction City, OR 97448

Client Name and Billing Address (if
different than shown above):

The above proposal and attachments have been read and understood and are hereby agreed to and accepted. In addition, if the enclosed proposal is accepted and services performed, recipient of services agrees to remit payment in accordance with attached Fee Schedule.

Client Authorized Signature:

Bart Edwards Pres

Date: *March 4 09*

Please Print:

Bart Edwards Pres J.C. Water Dist

EGR Authorized Signature:

Shane J Hughes

Date: *3/3/09*

EGR Title:

Shane J Hughes, Principal Civil Engineer

Please return this page, having retained a copy for your records, to:

EGR & Associates, Inc.
2535 B Prairie Road
Eugene, OR 97402
ATTN: Shane Hughes



EGR & Associates, Inc.

Engineers, Geologists & Surveyors

2335B Prairie Road
Eugene, OR 97402
(541)-688-8322

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GENERAL TERMS AND CONDITIONS

1. **PAYMENT** – Client will pay EGR & Associates, Inc. (hereafter EGR) for Services and expenses in accordance with the Contract Documents. EGR will submit progress invoices to Client monthly and final invoice upon completion of its Services, unless otherwise specified in the Schedule of Services. Each invoice, on presentation, is due and payable by Client. Invoices are past due after 30 days. Past due amounts are subject to a service charge of one and one-half percent per month (18 percent per annum) on the outstanding balance. Attorney's fees and other costs incurred in collecting past due amounts shall be paid by Client.

EGR shall be paid in full for all Services under this Agreement, including any additional services as specifically authorized by Client in excess of those stated in this Agreement.

The Client's obligation to pay for the Services contracted for is in no way dependent upon the Client's ability to obtain financing or approval of governmental or regulatory agencies, or upon the Client's successful completion of the Project.

2. **WARRANTY, LIABILITY, AND STANDARD OF CARE** – EGR provides services in accordance with generally accepted professional practices in its fields of specialty. No other warranty or representation, either express or implied, is included as part of its services, proposals, agreements, or reports.

Limitation of Liability. In the event EGR is held liable for damages to Client, Client herewith agrees that the total cumulative liability of EGR, its affiliates, and their respective directors, officers, employees, and agents shall not exceed the combined amounts of 100 percent of the gross compensation actually received by EGR & Associates, Inc. as its fee under this agreement, as well as the total amount covered by the applicable liability insurance maintained by EGR and Associates, Inc., to the extent that proceeds from such insurance are actually received by EGR. Neither EGR nor the Client shall be liable to the other for punitive damages. EGR shall not be liable to Client for incidental or consequential damages, including but not limited to damages for delay, loss of use, and lost profits, and Client will indemnify and hold EGR harmless against any such loss, damage or liability. EGR shall not be held responsible for delay due to the action/non-action of regulatory agencies, or other third parties not subject to EGR's control, weather, changes in the physical environment beyond EGR's control, or other events not within the control of EGR.

3. **REPORTS** – In connection with the performance of the Services, EGR shall deliver to Client one or more reports or other written document reflecting Services provided, the results of such Services, or EGR's evaluation of the results of such Services. All reports and written documents delivered to Client are instruments reflecting the Services provided by EGR pursuant to this Agreement and are made available for Client's use subject to the limitations of this Agreement. All such reports, other written documents, all original data gathered by EGR, and work papers produced by EGR in the performance of the Services are and shall remain, the sole and exclusive property of EGR.

The Services and any data, recommendations, proposals, reports, design criteria, and similar information provided by EGR to Client pursuant to this agreement are provided for the exclusive use of Client on the Project and are not to be used or relied upon in connection with other projects or by third parties.

4. **SAFETY** – With respect to the performance of the Services, EGR shall take safety precautions required by federal, state, and local laws, rules, regulations, statutes, or ordinances. Should Client be conducting activities on the Site, EGR shall not be responsible for site safety and shall have no right to direct or stop the work of Client's contractors, agents or employees.

5. **CONFIDENTIALITY** – Subject to any obligations EGR may have under applicable law or regulation, EGR agrees to release information relating to the Services only to its employees and subcontractors in the performance of the Services, to Client's authorized representative, and to persons designated by the authorized representative to receive such information.

6. **SAMPLES** – Unless otherwise specified, test specimens or samples will be disposed of immediately upon completion of tests and analyses. Upon written request, EGR will retain samples for a mutually acceptable storage charge and period of time.

In the event that samples contain or may contain Hazardous Materials, EGR shall, after completion of testing and at Client's expense, (a) Return such samples to Client or project site, or (b) Using a manifest signed by Client as generator, have such samples transported to a location selected by Client for final disposal. Client recognized and agrees that EGR is acting as a bailee and at no time assumes title to said samples.

7. **INVENTIONS** – Any and all inventions or discoveries relating to the Services, including improvements and modifications to existing products of processes made or conceived by EGR or its employees during the term of this Agreement, are and shall remain the sole and exclusive property of EGR.

8. **REPRESENTATION OF CLIENT** – Client warrants and covenants that sufficient funds are available or will be available upon receipt of EGR's invoice to make payment in full for the Services rendered by EGR regarding the project and all information provided to EGR regarding the project and project location are complete and accurate to the best of Client's knowledge. Client agrees to furnish EGR and its agents, subcontractors, and consultants a right-of-entry onto the project site and permission to perform the Services included in this Agreement.

9. **PROJECT SITE** – Reasonable precautions will be taken to minimize damage to the project site from EGR's activities and use of equipment. Client recognizes that the performance of the services included in this Agreement may cause alteration or damage to the site. Client accepts the fact that this is inherent in the work and will not look to EGR for reimbursement or hold EGR liable or responsible for any such alteration or damage. Should Client not be owner of the property, then Client agrees to notify the owner of the aforementioned possibility of unavoidable alteration and damage and to indemnify and defend EGR against any claims by the owner or persons having possession of the site through the owner which are related to such alteration or damage.

Client agrees to disclose the identity of all utilities serving the project site and the presence and accurate location of hidden or obscure man-made objects known to Client relative to field tests or boring locations. EGR will not be liable for damage or injury to subterranean



structures (pipes, tanks, telephone cables, exc.) arising from the performance of EGR's services when the existence or such are not called to EGR's attention or the location correctly shown on the plans furnished.

Client agrees to indemnify and hold harmless EGR from all claims, suits, losses, injuries, death, and property liability resulting from unusual subsurface conditions and for damages to subsurface structures owned by Client or third parties occurring in the performance of the proposed Services whose presence or locations were not revealed to EGR and to reimburse EGR for expenses in connection with any such claims or suits, including reasonable attorney's fees.

10. **TERMINATION OF CONTRACT** – This Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination shall not be effective if that substantial failure has been remedied before the expiration of the period specified in the written notice. In the event of termination, EGR shall be paid for Services performed to the termination date plus reasonable termination expenses.

11. **UNFORESEEN OCCURRENCES** – If, during the performance of services hereunder, any unforeseen hazardous substance, material, element or constituent, or other unforeseen conditions or occurrences are encountered which, in EGR's sole judgment, significantly affect or may affect the recommended scope of services, EGR will promptly notify Client thereof. Subsequent to that notification, EGR may: (a) If practicable, in EGR's sole judgment and with approval of Client, complete the original scope of services in accordance with the procedures originally intended in the Proposal; (b) Agree with Client to modify the scope or services and the estimate of charges to include study or the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated herein; or (c) Terminate the Services effective on the date of notification pursuant to the terms of TERMINATION OF CONTRACT.

12. **FORCE MAJEURE** – Should completion of any portion of the Services be delayed for causes beyond the control of or without the fault or negligence of EGR including force majeure, the time for performance shall be extended for a period equal to the delay and the parties shall mutually agree on the terms and conditions upon which the Services may be continued. Force majeure includes, but is not limited to, acts of God or the public enemy; acts of the Government of the United States or of the several states, or of any foreign country, or of any of them acting in their sovereign capacity; acts of Client's contractors or Agents; fires; floods; epidemics; riots; quarantine restrictions; strikes; civil insurrections; freight embargoes; and unusually severe weather.

13. **INSURANCE** – EGR shall maintain at its own expense the following insurance subject to normal industry exclusions: (1) Workman's Compensation insurance for statutory obligations imposed by Workman's Compensation or occupational disease laws; Employer's Liability Insurance with a limit of \$500,000.00 per accident. (2) Comprehensive Automobile Liability Insurance with Limits of \$1,000,000.00. (3) General Liability Insurance with limits of \$1,000,000.00. Certifications can be issued upon request identifying details and limits of coverage.

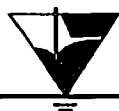
14. **CAPTIONS AND HEADINGS** – The captions and headings throughout this Agreement are for convenience and reference only, and the words contained herein shall in no way be held or deemed to define, limit, describe, modify, or add to the interpretation, construction, or meaning of any provision or of scope or intent of this Agreement.

15. **SEVERABILITY** – If any provision of this Agreement, or application thereof to any person or circumstance, shall to any extent be invalid, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

16. **NO WAIVER** – No waiver by either party or any default by the other party in the performance of any provision of this Agreement shall operate as or be construed as a waiver of any future default, whether like or different in character.

17. **LAW TO APPLY** – The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of Oregon.

18. **ATTORNEY FEES** – If either party files civil action for the purpose of interpreting or enforcing the terms of this Agreement, the prevailing party in such action shall be entitled to recover its reasonable attorney fees and costs, at trial and on any appeal, and in any matter particular to bankruptcy law. EGR's attorney fees and costs incurred in collecting past due amounts shall be paid by Client, whether or not a civil action is filed or prosecuted.

**FEE SCHEDULE****(January 1, 2009)****Engineering**

Position	Rate
Senior Engineer	\$135.00
Engineer III	\$110.00
Engineer II	\$100.00
Engineer I	\$90.00
Engineering Associate II	\$80.00
Engineering Associate I	\$75.00
Engineering Technician II	\$70.00
Engineering Technician I	\$65.00
Engineering Aide	\$50.00

Geology

Senior Geologist	\$125.00
Geologist III	\$115.00
Geologist II	\$100.00
Geologist I	\$90.00
Geologic Associate III	\$80.00
Geologic Associate II	\$75.00
Geologic Associate I	\$70.00
Wetlands Scientist	\$95.00
Ecologist I / Wetlands Specialist	\$75.00
Environmental Scientist III	\$90.00
Environmental Scientist II	\$75.00
Environmental Scientist I	\$65.00
Environmental Technician	\$55.00

Surveying

Survey Crew (3 person – EUG)	\$200.00
Survey Crew (3 person– RSBG)	\$175.00
Survey Crew (2 person – EUG)	\$150.00
Survey Crew (2 person– RSBG)	\$125.00
Senior Land Surveyor	\$100.00
Surveyor I	\$85.00
Survey Technician III	\$75.00
Survey Technician II	\$70.00
Survey Technician I	\$60.00
Surveying Aide	\$50.00

Administration

Secretarial\Clerical	\$45.00
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Miscellaneous

Specialty Copies	Rate
8 ½"x11" Color Copies	\$0.35/pg.
8 ½"x11" Color Photos	\$2.00/pg.
11"x17" Color Copies	\$1.00/pg.
11"x17" Color Photos	\$4.00/pg.
12"x18" B/W Copies	\$0.50/pg.
12"x18" Color Copies	\$1.25/pg.
12"x18" Color Photos	\$5.00/pg.
18"x24" B/W Copies	\$1.25/pg.
18"x24" Color Copies	\$3.00/pg.
18"x24" Color Photos	1 @ \$20.00/pg. & Ea. Add. @ \$10.00/pg.
24"x36" B/W Copies	\$1.50/pg.
24"x36" Color Copies	\$6.00/pg.
24"x36" Color Photos	1 @ \$30.00/pg. & Ea. Add. @ \$15.00/pg.
30"x42" B/W Copies	\$2.19/pg.
30"x42" Color Copies	\$8.75/pg.
30"x42" Color Photos	1 @ \$50.00/pg/ & Ea. Add, @ \$25.00/pg.
36"x48" B/W Copies	\$3.00/pg.
36"x48" Color Copies	\$12.00/pg.
36"x48" Color Photos	1 @ \$60.00/pg. & Ea. Add. @ \$30.00 / pg.
24"x36" Foam Mount Board	\$10.00/ea.

Vehicles

Service Truck	\$100 day & \$0.75/Mi.
Survey Vehicle	\$0.60/Mi.
Passenger Vehicle	\$0.60/Mi.

Environmental

Level D Protection & Sampling Kit	Varies per site
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Testing

Lab Testing	Varies per Site
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Postage

FedEx & Priority Mail	Varies per Package
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General Terms

1. Hourly rates are effective through December 31, 2009. Fee Schedule adjustments in accordance with the executed contract may be requested for contract extension periods.
2. The above rates include salary, overhead, administration, and profit. Other direct expenses, such as analysis of water and soil samples, reproduction costs, travel expenses, subcontractors, long distance telephone charges, etc. are billed at actual cost plus 15%.
3. Invoices will be prepared monthly for work in progress, unless otherwise agreed. Invoices are due and payable upon receipt. Any invoices not paid within 30 days of receipt are subject to a service charge of 1.8 percent per month on the unpaid balance.
4. Payment of EGR's invoices for services performed will not be contingent upon the client's receipt of payment from other parties, unless otherwise agreed. Client agrees to pay legal costs, including attorney's fees, incurred by EGR in collecting any amounts past due and owing on client's accounts.



Lane Metro Partnership

Lane County Board of Commissioners
Public Service Building
125 E. 8th Avenue
Eugene, OR 97408

March 17, 2008

Re: Junction City Water Control District Grant Request

Dear Commissioners:

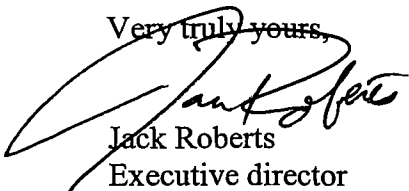
I am writing in support of the grant request by the Junction City Water Control District to assist them in determining the adequacy of their stormwater treatment system to serve the increased demand that will be produced by construction of the mental hospital and the prison south of Junction City.

I commend the board of the Junction City Water Control District for trying to plan for the increased utilization of this system in advance. The extensive area covered by this district, extending from west Eugene past Junction City and into Benton County, is often overlooked in our regional planning process. Rather than waiting to react to the impacts of the mental hospital and prison after the fact, the District is being extremely prudent to use the best available information to anticipate those impacts in advance and prepare for them.

Over the years it has been my observation that many of the avoidable conflicts between environmental protection and economic development arise because we are being reactive and fail to utilize the planning tools available too us to prepare ourselves to address both the environmental and economic implications of changing circumstances in advance.

I hope you are able to assist the Junction City Water Control District in undertaking this worthwhile project.

Very truly yours,


Jack Roberts
Executive director

1401 Willamette Street, Second Floor
Eugene, OR 97401
P.O. Box 10398, Eugene, OR 97440

Phone: (541) 686.2741
Fax: (541) 686.2325
Web: www.lanemetro.com

Title: Oregon eBuildingPermits


Lane County Economic Development Project Section 1 – Proposal Cover Page

Grant Amount Requested: \$179,318 Match Amount Proposed: \$567,838Please select the appropriate application box : ☒ 2009-10 County General Allocation Cycle

Project Focus (Required - select one category of economic development):

☒ Business development, ☐ Workforce development**PROJECT TITLE:** Oregon eBuildingPermitsPrincipal Project Organization: Lane County Public Works Department, Land Management DivisionAddress 125 E 8th Avenue, Eugene, OR 97401Project Contact Person: Matt LairdPhone: (541) 682-4349 Fax: (541) 682-3947E-mail: matt.laird@co.lane.or.usPerson/Agency preparing fiscal reports Matt LairdTitle: Manager, Land Management DivisionAddress 125 East 8th AvenueEugene, OR 97401Phone: (541) 682-4349 Fax (541) 682-3947E-mail: matt.laird@co.lane.or.us

Signature of Applicant and each Partner included in Proposal (Copy and Use additional sheets as needed)

	<u>3-18-09</u>
Signature	Date
<u>Matt Laird</u>	<u>Land Management Division</u>
Typed name/Title	Applicant Organization

Signature	Date
Typed name/Title	Partner Organization

Signature	Date
Typed name/Title	Partner Organization

NOTE: Letters of support are attached from Home Builders Association of Lane County and Oregon Building Codes Division.



Lane County Economic Development Standing Committee:

The Home Builders Association of Lane County would like to express support for the grant funding request before you from Land Management Division for their proposed e-permitting project.

If approved, this proposal would allow for Lane County to work with the State Building Codes Division to upgrade permit services to a 24-hour online format. The State Building Codes division is offering the building permit portion for free. However, to maximize business development opportunities and customer benefit, the county should migrate all development services (building, planning and subsurface sanitation) to the new technology.

Improving technical resources and services in Land Management will bring wide spread benefits to the building industry. It will provide consistency in permit processes across local jurisdictions streamlining the process for local builders and businesses. The new software will increase automation and efficiency within the department. It will also save time and cost for local businesses.

It is our belief that this project is a good investment for Lane County. With a younger generation coming into business, technology is going to be increasingly important. This program also keeps Lane County competitive in the State of Oregon.

Thank you for your consideration,

Laura Potter
Director of Governemnt Affairs
Lane County Home Builders Association
541-302-1410



Oregon

Theodore R. Kulongoski, Governor

Department of Consumer and Business Services

Building Codes Division
1535 Edgewater Street NW
PO Box 14470
Salem, OR 97309-0404
(503) 378-4133 FAX
(503) 378-2322
bcd.oregon.gov

March 2, 2009

Matt Laird
Land Management Manager
Lane County
125 east 8th Avenue
Eugene, Oregon 97401

Dear Mr. Laird,

As part of the Governor's mandate to streamline services, the State of Oregon Building Codes Division (BCD) is in the process of developing a statewide electronic permitting (ePermitting) program that will facilitate the application and issuance of building permits. BCD has contracted with Accela Inc., to use the Accela Automation product as the platform for the statewide system. We believe that the development of this software will make it easier for our customers to obtain building permits throughout the state as well as promote consistency between various cities and counties issuing building permits.

As a part of the program, three jurisdictions have agreed to be initial adopters of the new ePermitting system. Lane County is one of the proposed early adopters, with an anticipated adoption date in early 2010. In addition, we understand that Lane County is considering purchase of additional modules to fully integrate their building permitting system by including both the Planning and enforcement modules to the state offered permitting system.

As the program sponsors, we want to fully express our support for Lane County to move forward with the implementation of the full service ePermitting program including the purchase of any additional modules necessary to improve the permit application and experience for our customers. By becoming participants in the ePermitting program, Lane County is displaying the leadership and foresight that we encourage in all of our permitting partners.

Please feel free to contact me with any questions that you may have. I look forward to providing any additional information on the project that you may need.

Sincerely,

Lori Lee Graham
ePermitting Program Manager
Oregon State Building Codes Division
lori.l.graham@state.or.us
(503) 373-7755

Section 2 – Project Summary

This proposal is driven by an initiative at the State of Oregon Department of Consumer and Business Services Building Codes Division (BCD). In response to the ever-increasing public demand for convenient and consistent access to government information and services, the BCD recently launched a program aimed at enabling building contractors to conduct building department activities online with any participating city or county in the state. From the outset, customer interest in the program has been high, with local property owners, design professionals and contractors all eager to benefit from enhanced electronic resources when managing projects. Letters of support from the Home Builders Association of Lane County and BCD are attached.

If awarded, the one-time grant funding requested in this proposal will enable Lane County to participate with other jurisdictions, both locally and statewide, in the implementation of a common, state-of-the-art building permit system. This new technology would provide a significant increase in accessibility to regional building, planning, and land use information and permitting services in concert with other local and state jurisdictions. In turn, the reduced cost and time associated with local jurisdiction approvals would contribute to the economic development of several business sectors. Clear correlations can be drawn between these objectives and the Board's goals of developing Lane County's economic engine, providing outstanding customer/constituent service, and building public trust through intensive communication and engagement. With this in mind, this proposal focuses on business development in the areas of attraction, start-up, retention, and expansion, and more closely links rural areas of the County with Eugene and Springfield.

Aside from the significant customer service enhancements this proposal aims to achieve, the business decisions inherent in the proposal can be viewed as prudent and timely fiscal actions as well. While the one-time grant funding requested is a small portion of the overall project cost, without this funding the project as proposed is financially infeasible and Lane County's ability to take advantage of current savings opportunities diminishes. This delay in any potential implementation date would deny Lane County customers the benefit associated with state surcharge dollars they have contributed toward funding the BCD program, prolong LMD's use of software that has long neared its end-of-life, and compromise much of the leverage Lane County enjoys in its current status as an early adopter.

The economic advantages of funding this proposal are realized in terms of dollars saved, funds leveraged, and reduced annual costs. The proposal that follows outlines a one-time savings on the order of \$500,000 to \$700,000 in vendor costs associated with the BCD program. In reference to leveraged dollars, this proposal requests \$179,318 of the \$747,156 total project cost, or 24% of the project budget. The balance will be funded by other sources, including LMD's New Technology fund for software replacement and state surcharges on building permits. Finally, with regard to annual cost savings, annual software costs would be reduced by \$16,000.

Section 3 – Project Narrative

1. Project Focus and Scope

The focus of this project is to foster business development in rural Lane County by vastly expanding the resources available to the public and county staff when engaged in land development and construction activities. This objective is achieved through the implementation of new technology that will support the administration of planning and land use regulations as well as construction permitting processes applicable to projects in unincorporated Lane County. The new software described in this proposal will yield numerous benefits, generally including increased staff efficiency and effectiveness when administering land use and building regulations, ease of access for the public in applying for and obtaining required approvals, and readily available property history accessible by the staff and public alike. It is expected that these expanded capabilities will reduce costs associated with land development and minimize the portion of a project's timeline consumed by local jurisdiction review and approval. These outcomes will contribute to the feasibility of projects, ultimately benefiting a diverse range of economic sectors including lending institutions, construction trades, material suppliers, real estate agencies, and numerous other industries that support these groups.

The Land Management Division of Public Works has been planning to replace its permitting software for some time. The current software, Permits Plus, is over 10 years old and is approaching its end-of-life. To fund the acquisition of new software, LMD implemented a \$20 increase to the New Technology fee at the start of this fiscal year. The goal was to build up a fund over time and purchase new permit software in a few years. The current balance is approximately \$38,000.

Meanwhile, the State of Oregon Department of Consumer and Business Services Building Codes Division (BCD) launched a program to allow building contractors to conduct building department activities online with any participating city or county in the state. BCD chose Accela, Inc. to provide the software for the program, which is funded through a 4% surcharge on building permits statewide. Jurisdictions will pay no additional fees to use the system for their building permit needs. However, compliance and planning/land use actions are not included as part of the program due to legislative restrictions associated with program funding. Jurisdictions must contract directly with the software vendor in order to support these activities.

A principal objective of the program is to create more consistent building permit processes across jurisdictions. To demonstrate this benefit, BCD is implementing the project region-by-region. BCD chose Lane County, Springfield, and Eugene to be the first region to implement the program. According to BCD, these jurisdictions were chosen because of their history of collaboratively and effectively working together to address permitting issues of regional scope. Of the three, Springfield will be the first to implement the software, Eugene will be second, and Lane County third.

In Lane County, planning and land use permitting are intimately connected with building permits and supported by the same software. In order to maintain and further improve

upon current software functionality, Lane County must contract with the software vendor, Accela, Inc., and pay additional fees to track the diverse range of data associated with all of these permit types. Springfield has a similar situation, and will also be contracting with Accela for additional permit types. Accela owns Permits Plus, LMD's current permitting software.

Of the \$294,061 in vendor fees associated with the purchase of software beyond the BCD's program, \$179,318 is being requested under this grant proposal. The balance will be covered from other sources, including LMD's New Technology fund for software replacement.

Aside from replacing software that is approaching end-of-life, the new software, "Accela Automation," brings significantly enhanced functionality over Permits Plus. This functionality will benefit staff and the public alike and includes:

- A single, internet-based interface for all building permit business region-wide
- GIS – users can locate and view permit data through a GIS interface (internal county users only)
- Accounting – processes will be improved through tighter integration of permitting and accounting software.
- Mobile computing – field inspectors can view inspection requests, enter inspection results, and print out inspection results onsite. (This feature requires purchasing notebook computers for the inspectors, which is planned for a later time. However, the software cost is covered under the state program.)
- More efficient software and hardware maintenance
 - Several Lane County software applications that enhance Permits Plus will be replaced by the new, comprehensive system, including:
 - Selectron IVR
 - Lane County's web-based inspection scheduling application
 - Lane County's web-based permit fee payment application
 - LMDPermits web reporting – on both InsideLane and County site
 - LandR – custom reporting for LMD management
 - LandX – notifies customers of expiring permits
 - Annual savings will total \$16,078:
 - \$8,113 on annual maintenance fees for permitting software and IVR
 - \$7,965 on annual internal costs for server maintenance and support

This grant will allow Lane County to participate in the state eBuildingPermits program as part of the Eugene/Springfield regional implementation. Otherwise, LMD would wait for the New Technology software replacement fund to accumulate, and reassess permitting software options again at a later date. This alternate approach would remove Lane County from the first adoption region, minimizing Lane County's leverage and input in developing the system that is ultimately implemented statewide. The gap between Lane County LMD's electronic customer interface and those of its neighboring jurisdictions will continue to grow and Lane County will stand alone as the exception to regional uniformity in electronic permitting services.

2. Project Goals, Performance Measures (outputs and outcomes)

The goals of this project are to partner with other jurisdictions state-wide on building permit processes, standardize the public's experience with building permit business throughout the region and state, and to leverage Lane County funds now to generate long term savings. Lane County is partnering with the State of Oregon and the Cities of Springfield and Eugene to form the first, pilot region for this program. As such, Lane County has the opportunity not only to align itself with regional and state-wide best practices, but also to help define those best practices. The program's ten-year goal is to have every jurisdiction in the state participating.

Another goal is to have a single website where the public can conduct building permit business for any jurisdiction in the state. Currently, every jurisdiction has its own rules, procedures, processes, forms, and terms for building permits. Contractors typically have projects in multiple jurisdictions. It's difficult to keep track of all the different procedures. A single internet interface for all building permit jurisdictions will create consistency and uniformity, greatly simplifying the building permit process for the public. For this reason, contractors should be able to spend less time on building permits and more time working on site.

It's difficult to directly measure contractors' dollar savings from reduced time spent on permits. However, savings can be estimated by looking at other measures, such as the proportion of permits purchased online vs. in person. A typical application takes an average of 2-1/4 hours in person (1-3/4 hours round-trip + 1/2 hour processing + 1/4 hour waiting). If an online permit takes 15 minutes, then the contractor would save an average of 2 hours, or \$100 per permit at \$50/hour. If a contractor averages 200 permits per year, and online permits increased by 5% or 10 permits, the contractor would save \$1,000/year. For 100 contractors, savings would total \$100,000/year.

In addition to significant public benefits, this project presents a substantial savings opportunity for Lane County. According to Accela, if Lane County purchased the software directly from them (instead of through the state program), Lane County would pay \$750,000 - \$1,000,000. Under the state program, the cash cost to Lane County would be \$294,061. This is a one-time savings of \$455,939 - \$705,939. In addition, Lane County would realize ongoing annual savings of \$16,078: \$8,113 per year through reduced annual software maintenance fees and \$7,965 per year through reduced internal costs for retired equipment maintenance and support.

Lane County LMD's recently reduced staff levels and currently low permit volume make this an ideal time to transition to new software with minimal impact to staff and customers. The main barrier to accomplishing the project goal is insufficient funding. If these one-time grant funds are not received, Lane County may not be able to proceed. This delay would deny Lane County customers the benefit associated with state surcharge dollars they have contributed toward funding the BCD program, prolong LMD's use of software that has long neared its end-of-life, and compromise much of the leverage Lane County enjoys in its current status as an early adopter.

3. Selection and Involvement of Partners

State of Oregon, Department of Consumer and Business Services, Building Codes Division (BCD) – BCD is investing \$45 million over ten years to bring state-of-the-art building permit software to jurisdictions statewide. Lane County will contract with BCD for software license and implementation services for building and sanitation permits only. With Accela's help and Lane County participation, BCD staff will be central to implementing the new software. These activities will include documentation, configuration, data migration, interface design, testing, report preparation, security configuration, training and follow-up. BCD has provided a letter of support for this application (attached).

Cities of Eugene and Springfield – Lane County, Springfield, and Eugene were selected to be the first regional implementation because of their history of working together to address regional permitting issues. According to the BCD's project plan, Springfield is scheduled to go live in November, 2009, Eugene in January, 2010, and Lane County in May, 2010. Prior to these implementation dates, all three regional partners will participate in collaborative work sessions to determine best practices and business rules to be supported by the new software.

Accela, Inc. – The BCD selected Accela as the software vendor for the state-wide project. Accela will host the eBuildingPermits software on their servers. Lane County will contract directly with Accela for compliance and planning/land use licenses and services covered under this RFP. They are also the vendor for Permits Plus, the permitting software that Lane County has used for the past 10 years. Accela will assist the BCD with implementing building and sanitation permits, and will take over the lead role for implementing planning and land use permits as well as compliance actions. The fact that Accela is familiar with both the old and new software will simplify the migration process.

Early public outreach by project partners has been extensive. Accela is promoting the project throughout the software industry as a first-of-its-kind endeavor between a vendor and a state. Nowhere else in the country has a state taken the steps to negotiate an agreement for the benefit of its local jurisdictions in an effort to promote statewide uniformity and take advantage of economies of scale associated with such an arrangement. For their part, the BCD has established an informational website (<http://www.oregon-epermitting.info/>) and regularly distributes project updates to jurisdictions and customers promoting the benefits of the new system. The three regional partners have shared this information with their customers through regular "sack lunch" informational sessions to educate them on the potential benefits and solicit stakeholder input should the new software be adopted in the region. Customer interest has been high, with local property owners, design professionals and contractors all eager to benefit from enhanced electronic resources when permitting projects.

4. New Opportunities, Capacity and Readiness

- Implementation project partners are ready to begin work this spring with a Lane County go-live date in May of 2010 pending funding.
- The new system will make it more convenient to get a building permit, request inspections, pay fees due and conduct other business with LMD through a robust electronic customer interface. The added ability to access information over the internet will limit the need for citizens to visit the PSB in person as well as minimize staff time dedicated to general inquiries on parcel history, permit status, and other informational requests that could be retrieved through the electronic customer interface.
- Common software across the region and eventually the State allows contractors to do business across jurisdictional lines seamlessly by minimizing the role of special knowledge unique to each jurisdiction in navigating the permit process. This would welcome a broad range of contractors to Lane County who may have been reluctant to engage an unfamiliar jurisdiction, furthering the cause of economic development in the construction industry.
- Opens the possibility of mobile computers for inspectors, maximizing their time in the field instead of at an office work station. Facilitates real time recording of inspection results (as opposed to the following morning), as well as the incorporation of photos and code excerpts into the project file for reference. This minimizes delays in the field for contractors by minimizing wait time associated with scheduled inspections and the posting of inspection results, relieving a potential government hindrance to efficient local business.
- Increases integration, interaction, and participation with other jurisdictions in the region and state wide, thus making it possible to leverage relationships for other joint projects.
- Lane County will be more capable of efficiently processing a larger volume of permits by actively managing workload through the software's workflow monitoring tools, performance measures, and automated functions.
- Increased automation and functionality associated with the new software will increase operational efficiency and reduce dependence on paper files. This is especially true for Planning and Land Use as well as Compliance because Accela Automation was developed with the comprehensive set of development services in mind, while Permits Plus was intended for building permits only.
- The software's ability to store and organize data of all types will make for a more complete record, easily accessible as a resource to the staff and public alike.
- A more intuitive and user friendly interface will improve accessibility of all users. Lengthy training to familiarize new staff with issues and "work-arounds" associated with current, aging software will no longer be required.

Section 4 – Budget Proposal and Narrative

Project Title: Oregon eBuildingPermits

NOTE: Grant funds are being requested for Planning only. Compliance is included below only to show the full scope of LMD's project.

Proposed Expenses.

Budget Item	Description	Grant funds	% of Grant Funds	Match	Totals
Personnel	Programmers (1.75 FTE x 9 months)	-		204,750	204,750
	GIS (40 hrs)	-		3,640	3,640
	IS Project Manager (0.25 FTE x 9 months)	-		29,250	29,250
	Network Engineer (40 hrs)	-		3,000	3,000
	Security Administrator (16 hrs)	-		1,200	1,200
	Database Administrator (5 hrs)	-		375	375
	LMD staff (2 FTE x 9 months)	-		202,800	202,800
Benefits	(included above)				
Travel	N/A				
Equipment	N/A				
Supplies	N/A				
Contractual Services	Accela, Inc. - Planning	138,323	77%		138,323
	Accela, Inc. - Compliance			84,748	84,748
Administration*	Legal (40 hrs)			8,080	8,080
Other - software licenses	Accela, Inc. - Planning	40,995	23%		40,995
	Accela, Inc. - Compliance			29,995	29,995
TOTALS		179,318	100%	567,838	747,156

NOTE: Grant funds requested are 24% of total project funds.

Revenue for the Project.

Proposed Grant	Accela, Inc. - Planning	\$ 179,318		\$ 179,318
Partner A - Land Management Division	Personnel and legal		\$ 453,095	\$ 453,095
	Accela, Inc. - Compliance	\$ 114,743		\$ 114,743
Partner B	N/A			
Other Partners	N/A			
Total		\$ 294,061	\$ 453,095	\$ 747,156

Are other grants or funding sources being pursued for the same or similar proposal? If yes, please describe: No

Budget Narrative

Personnel costs are based on FY09/10 projections. Personnel cost estimates, skills, and duties were determined as follows:

Skill Set & Classification	Estimated FTE for 9 months	Estimated Hours (FY09/10)	Hourly Rate	Cost per Function	Task Description
Programmers	1.75	2730	75	204,750	Primary technical resources for software implementation, interface development, and data migration. Retire current ancillary systems.
GIS	N/A	40	91	3,640	Create interface between local GIS database and Accela Automation GIS application.
Project Manager	0.25	390	75	29,250	Manage project scope, costs, and schedule.
Network Engineer	N/A	40	75	3,000	Configure network to secure data passing through Lane County firewall
Security Administrator	N/A	16	75	1,200	Configure network user security
Database Administrator	N/A	5	75	375	Retire current permitting database and databases for ancillary systems. Assist with interfaces.
LMD staff	2	3120	65	202,800	Configure application security, determine new business processes and workflows, assist with data conversion, configure administrative data.
Legal	N/A	80	101	8,080	Contract review and negotiations
	Total			453,095	

Costs for Licenses and Contractual Services are based on quotes from Accela, Inc., software vendor for this project:

Accela Fees / County Costs			
	Planning	Compliance	Total
Licensing			
License	40,995	29,995	
Subtotal	40,995	29,995	70,990
Contractual Services			
Implementation	125,000	75,000	
Maintenance	8,199	5,999	
Hosting	5,124	3,749	
Subtotal	138,323	84,748	223,071
Grand Total	179,318	114,743	294,061

Section 5 – Project Performance Measures and Targets

The timelines below are based on the state BCD's project plan. Because the BCD and Accela are intimately involved in the implementation, Lane County LMD must rely on them to meet these timelines. In addition, because Springfield and Eugene are scheduled ahead of Lane County, any delays in their implementations would likely also delay Lane County.

Outputs (amount or frequency of project activity)	Project Targets (number, quantity, date, etc)	Reporting Timeframe
Execute agreements with State of Oregon and Accela	Complete by 7/31/2009	End of FY09/10 Q1
Document business processes. (Begin when state is ready, anticipated to be 8/15/2009)	Complete by 10/31/2009	End of FY09/10 Q2
Interface development, configuration, implementation, data migration, network and security configuration, testing, training	50% complete by 2/28/2010	End of FY09/10 Q3
	100% complete by 5/31/2010	End of FY09/10 Q4
Go live	Complete by 5/31/2010	End of FY09/10 Q4
Retire obsolete software systems	Complete by 6/30/2010	End of FY09/10 Q4

Outcomes (impacts and long-term results from the project)	Project Targets (number, quantity, date, etc.)	Reporting Timeframe
County \$ saved – Acquire \$750,000 - \$1,000,000 software for less than \$300,000. Reduce annual software maintenance costs	One-time savings: \$450,000 - \$700,000	End of FY09/10 Q4
	Annual savings: Vendor fees \$8,113 Internal costs \$7,965	End of FY10/11 Q4
Grant \$ leveraged – \$179,318 leverages \$747,156 total project funds, plus BCD's \$45 million statewide investment	24% of Lane County project funds; 0.4% including BCD's statewide investment	End of FY09/10 Q4
Contractor \$ saved due to conducting more business remotely	\$100,000/year based on 5% increase in online permits as % of total (See narrative section 3.2)	End of FY10/11 Q4

**Lane County Economic Development Project
Section 1 – Proposal Cover Page**

Grant Amount Requested: \$76,000 Match Amount Proposed: In-Kind, \$358,600

Please select the appropriate application box: ☒ 2009-10 County General Allocation Cycle

Project Focus:

☐ Business development, ☒ Workforce development

PROJECT TITLE: Working for You Video Series Proposal

Principal Project Organization: Lane County Government

Address: 125 E. Eighth Ave., Eugene OR 97401

Project Contact Person: Amber Fossen, Public Information

Phone: 682-3718 Fax: 682-4616

E-mail: Amber.Fossen@co.lane.or.us

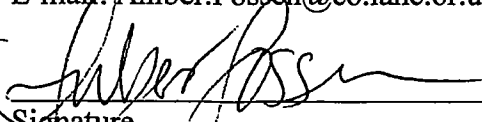
Person/Agency preparing fiscal reports: Amber Fossen

Title: Public Information Officer

Address: 125 E. Eighth Ave., Eugene OR 97401

Phone: 682-3718 Fax: 682-4616

E-mail: Amber.Fossen@co.lane.or.us




Signature

Amber Fossen/ Public Information Officer

March 18, 2009

Lane County Government



Signature

Robert Lewis/Director

March 18, 2009

Metro Television Channel 21

Section 2 – Project Summary

The Working for You Video Series proposal will accomplish the following:

- Create 12 additional Working for You television shows to be aired on Metro TV;
- Place each show on the Internet and expand the County's public information web presence;
- Give access to the Working for You shows to persons in the Public Service Building;
- Distribute the Working for You television shows via DVD to local libraries and schools;
- Expand the public outreach of the Working for You television show and other County programs through local television and web advertising.

This proposal responds to the Lane County Board of Commissioner's direction on August 20, 2008, and December 17, 2008. All of the above activities meet the Board's goals to **"Build public trust through intensive communication and engagement"** and to **"Develop Lane County's economic engine"** through communication of Lane County government's economic development accomplishments.

This proposal would allow for the enhancement of Lane County's website and Internet communications, and allows Lane County to define itself, share its story, and show how County government is relevant to the community. Each show will:

- Inform the community in greater depth of the services available to them.
- Show how Lane County makes a difference in the lives of community members.
- Share Lane County's use of best practices.
- Provide examples of how Lane County is a good steward of public funds.
- Discuss partnerships – how Lane County collaborates with other public and private agencies for the maximum benefit to the community.

The video series targets all of Lane County, serving 343,000 residents. A total of 12 videos will be developed over the course of the 2009-2010 Fiscal Year. New shows premier the first Wednesday of each month.

This is a collaborative project between Lane County Public Information, Lane County Community & Economic Development, Metro Television, and all of Lane County's departments.

This project meets the Video Lottery Fund goal related to workforce development including improving Lane County's net job growth, per capita income, retain family wage jobs in Lane County, and employment factors through video production, distribution, enhanced web presence, and marketing/advertising.

Measurable project outcomes include production of 12 videos; ability to track and report visitations to the Working for You webpage; the ability to track and report on video circulation through libraries; and the creation of a part-time intern position for web content development.

Section 3 – Project Narrative

Project Focus and Scope

In 2006, a phone poll of 405 randomly-selected Lane County voters found “Overall, respondents were not very familiar with Lane County’s services. When asked to name a specific service, over one-third could not name one.”

This survey highlights the need for increased communications.

The focus of the Working for Video project is to share our story in a more in-depth and comprehensive way than through traditional media, helping raise community awareness of the broad services provided by Lane County Government to the community each and every day.

Over the next 12 months, the video series will explore how Lane County Government’s system of services – and the employees who provide them – meets the community’s needs. The project’s goal is to provide Lane County residents with information about Lane County’s system of services and what impact those services have in the our community. Additionally, the series connects viewers with Lane County’s business, and non-profit partners. When possible, the series highlights those partnerships.

Cable franchise money secured by the Community and Economic Development Program has made it possible to share Lane County’s story with the community in the 2008-09 Fiscal Year.

To date, six shows have been developed including:

- Animal Services
- Prevention Services
- Emergency Management
- Focus on Youth
- Waste Management
- Mandated Services

The seventh show will focus on services provided to Lane County’s most vulnerable residents including the homeless, veterans, disabled, and those needing assistance meeting household expenses. Additional shows will be developed through the remainder of this fiscal year.

Shows premiere the first Wednesday of each month on Metro Television (Comcast Channel 21). Each show replays throughout the month at:

- 9:30 p.m., Fridays
- 9:30 p.m., Saturdays
- 3 p.m., Sundays
- 9:30 p.m., Sundays
- 4:30 p.m., Mondays
- 9:30 p.m., Wednesdays

All shows are also posted to the Lane County website at www.lanecounty.org for viewers to tune in at any time.

This proposal builds on the existing Working for You video series and allows Lane County to maintain its increased level of communications. Without additional grant funding, the Working for You video series will end.

The Working for You video series addresses the category of workforce development by retaining jobs through the development, production and distribution of videos, and by creating an employment opportunity to enhance public information on Lane County's website.

Project scope direct workforce development includes:

- Portions of 2.5 positions at Metro Television – local production
- .5 intern position for website resource development
- Retention of local distribution services
- Infusion of \$30,000 into the local economy through advertising

This project retains current local jobs including local production, distribution, and advertising/marketing jobs. Additionally the creation of a part-time intern position addresses future demand occupations and development of worker skills as it relates to information services, web development, and communications.

2. Project Goals, Performance Measures (outputs and outcomes)

The Working for You video series responds to the Lane County Board of Commissioners' 2008-2010 goals to **"Build public trust through intensive communication and engagement"** and to **"Develop Lane County's economic engine"** adopted in August 2008 (Board Order number 08-8-19-2).

The project's goal is to increase awareness and understanding of Lane County's system of services. The video series increases the County's level of communication and outreach to the community.

The proposal activities outlined under **Project Scope and Focus** directly correlate to measurable outcomes.

Measurable outcomes include:

- Development and television broadcast of 12 video programs
- Increased information on the website due to the creation of a part-time internship
- Increased visitations to the website through promotions
- Tracking video check-outs at area libraries

All project activities tie into the goal of increasing the County's level of communications. Measurements will allow us to directly track the level of frequency with which we're reaching residents. Measurable results may be tracked through the development and airing of 12 shows,

library check-outs, and number of visitations to the Working for You website page. Successful advertising and marketing of the show's website will allow us to track the increase in website hits.

Barriers to this project would be lack of funding. Additional funding is needed in order to continue another year of the series.

If this project is not funded, Lane County will lose an opportunity to communicate. This project allows Lane County to share its story in a more in-depth way. How are we working to serve the community? How are we good stewards of tax dollars? In what ways do we use best practices when providing service? Lane County is a complex organization and this series allows us the opportunity to give residents a better understanding of their government.

The Working for You video series is a first for Lane County. It's the first time we have been able to bring the community into the organization, share our system of services, and raise awareness – all at the constituent's convenience. Community members can tune in, or log on, to find out about their County government, in a way that's never been possible before. This project is an incredible opportunity to connect the community with the people and services of Lane County. It is a new constituent service – allowing people the flexibility to learn more whenever they want.

3. Selection and Involvement of Partners

The Working for You video series is a highly inclusive project.

When the series was first developed, the Public Information Office, Metro Television, and Community and Economic Development approached Lane County's Management Team, representing all of Lane County's 14 departments, for show ideas. These ideas were collected by the Public Information Office and have been used as a guide for the development of each show.

Show ideas are cultivated each month with the help of employees. For example, the first show "Focus on Youth" brought together employees from Children and Families, Youth Services, WIC, and Family Relief Nurseries to collaborate on the development of the show. Their ideas were used to draft a script. Participants then reviewed and approved the final script, and suggested employees/partners to represent the services they provide.

Participants are chosen for their expertise in a particular subject matter. Employees who provide services each and every day are valuable resources for this project. Their day-to-day service helps identify what the community wants to know more about. Through each show, we are then able to address questions, better explain services, and provide the community with information that's relevant.

Each show's success hinges on the support and involvement of Lane County's employees. Without their knowledge and commitment to the project, it would not be possible.

Outreach

A significant part of this project is community outreach. Outreach for the current series includes news releases, postings to the website and County's Intranet, commercial and website promotions on KMTR and website promotions on the Register Guard website. Promotional options are being finalized with KVAL, KEZI, and Comcast. These advertising contracts are through the end of the 2008-09 Fiscal Year.

Additional outreach has been made to area libraries and copies of the shows will be distributed to each as part of their collection. Outreach efforts will continue to area schools.

Featured departments are also using the videos to educate their target audiences, helping increase outreach through a variety of channels, such as community events and presentations. Most departments do not have allocated funding for these high-quality videos.

To sustain this level of outreach, and to improve the website presence, the Working for You video series proposal requests \$30,000 for promotions which can include but is not limited to online advertising, television or radio advertising, print ads, or promotional prizes. Various communications channels will continue to be developed, ensuring the success of this project.

Additionally, funding would be dedicated for the purchase of televisions and DVD players to promote the show within Lane County's Public Service Building lobbies.

This project directly supports the County's goal of intensive communication, delivering information more frequently and consistently than can be attained through traditional media.

4. New Opportunities, Capacity and Readiness

This proposal retains long-term family-wage employment through the production and distribution of each show. Metro Television employs 2.5 family-wage positions that are essential to the development of this series.

Additionally, the creation of an internship position would provide on-the-job training for a student interested in developing skills related to website design, information services, and communications. These are valuable skills that can be transferred to future job opportunities in the public and private sector.

Distribution and advertising of the show would also retain local jobs. A contract with Metro Television would be secured to produce the show. Additional contracts would be secured to manufacture copies of each video and to promote the show, retaining jobs and infusing the local economy. This is a project that, from start to completion, supports the local economy.

This project is ready to go on day one. The process is in place, the scope and focus of the project clearly defined, and it has the support of the County's Management Team and Lane County Board of Commissioners.

Lane County Economic Development Standing Committee
Section 4 – Budget Proposal and Narrative

Project Title: Working for You Video Series

Budget Item	Description	Grant funds	Percent of Grant Funds	Totals
Personnel & Travel	Metro Television: Portions of 2.5 positions			\$35,000
	.5 intern position			\$5,000
Equipment	Televisions/DVD players			\$2,000
Supplies				
Contractual Services	Advertising/marketing Production/Distribution of DVDs			\$30,000 \$4,000
Administration*				
Other				
Matching funds	Public Information Office			\$8,600 In-Kind
Matching funds	Use of field production equipment, post production editing equipment, television station "headend", and electronic encoding equipment valued at \$350,000			\$350,000 In-Kind
Matching funds TOTALS				\$358,600
TOTALS				\$76,000

5. Budget Narrative

- Produce and broadcast 12 Working for You shows on Metro Television: \$35,000
- Expand Internet presence: \$5,000
- 3 TVs and DVD players for Public Service Building: \$2,000
- Produce and distribute 50-100 copies of each Working for You video: \$4,000
- Expand the public outreach through advertising/marketing: \$30,000
- TOTAL: \$76,000

Personnel

Personnel costs are calculated by the resources necessary to produce each show. Currently, the Working for You video series is developed by portions of 2.5 positions at Metro Television totaling \$35,000 annually for services including project management and video production. This cost covers equipment, travel, and other expenses related to production.

To expand Internet presence, a .5 internship position is necessary. This cost of \$5,000 includes the development of online content, online placement research, and oversight of the project's web presence.

Contractual Service

- \$4,000 for production and distribution services – a total of 100 copies of each video will be produced to distribute to area libraries and for use by featured County departments in targeted outreach activities.
- \$30,000 for promotional contracts with various vendors which can include but is not limited to online advertising, television or radio advertising, print ads, or promotional prizes to encourage viewership.

Equipment

- 3 TVs and DVD players for Public Service Building: \$2,000

The purchase of this equipment meets the Board's direction of promoting the video series within the Public Service Building lobbies. The equipment would be portable, to maximize outreach options.

Lane County Economic Development Standing Committee
Section 5 – Project Performance Measures and Targets

Project Title: Working for You Video Series

Outputs	Project Targets	Reporting Time frame
➤ Produce/broadcast 12 Working for You programs on Metro Television	➤ 1 show per month/12 total	Each Month
➤ 3 TVs and DVD players for Public Service Building	➤ One-time purchase	July
➤ Produce and distribute copies of each Working for You video	➤ Approx. 100 per show/1,200 total	Quarterly
➤ Expand outreach through year-long sustainable advertising/marketing	➤ Various communications throughout FY 2009-10	Quarterly
➤ Expand Internet presence	➤ Develop online video presence	Quarterly

Outcomes	Project Targets	Reporting Time frame
➤ Increased awareness and satisfaction with County programs and services	➤ Poll or survey of Lane County residents ➤ Increased visitations to the website	December 2010 Quarterly