

PROFESSIONAL SERVICES AGREEMENT

This agreement is between City of John Day (City) and Special Districts Association of Oregon ("SDAO").

Recitals:

- A.** The City of John Day, working with the JDCC Park and Recreation District, Grant School District #3, Blue Mountain Hospital District, and Grant County are leading efforts to replace the City's 60-year old outdoor swimming pool. SDAO has been requested to assist the agencies with developing a preferred funding and organizational structure for construction and operations of a new outdoor pool.
- B.** In keeping with SDAO's mission to assist special service districts in providing cost-effective and efficient public services to the people of Oregon, SDAO is willing to provide the requested professional services for a minimum of six (6) months.

Agreement:

1. Personnel. SDAO shall provide the requested professional services to City on an independent contractor basis. SDAO shall provide such services through employees of SDAO, and shall be solely responsible for payment of such employees, including payment of any payroll taxes, unemployment and worker's compensation insurance premiums, and expense reimbursement for travel, lodging or other expenses. SDAO shall retain sole authority to hire and fire said employees, provided, however, that any SDAO employees providing services to City must be approved, in advance, by City. City hereby approves Bob Keefer, Senior Consultant to provide said services.

2. Duties. The management personnel provided by SDAO shall perform the duties and responsibilities as provided in Attachment A - John Day Swimming Pool Funding and Organizational Strategies.

3. Evaluation. Upon conclusion of the contract, the City will be contacted to complete a short survey regarding the performance of the consultant and SDAO as it relates to the project. City agrees to respond to the survey in a timely manner.

4. Payment. In consideration of the services provided pursuant to this agreement, City shall be billed on a monthly basis for actual hours worked and expenses

occurred in support of the project. The fee for the services provided in Attachment A is not to exceed \$9,000 without written of the City Manager. City will promptly pay SDAO upon receiving the invoice for these services.

5. Term and Termination. This agreement shall be effective October __, 2019 and will terminate May 31, 2020 unless extended by written approval by both parties. Either party may terminate this agreement at any time during its term, without cause, upon thirty (30) days advance written notice to the other party.

As official representatives of the City and SDAO, we are authorized to execute this agreement and support the project as outlined in the agreement.

CITY OF JOHN DAY

**SPECIAL DISTRICTS ASSOCIATION
OF OREGON**

By: Nicholas Green
Title: City Manager
Date:

By: Frank Stratton
Title: Executive Director
Date:

Proposal for Consulting Services

Project Title: John Day Swimming Pool Funding and Organizational Strategies

Date: September 10, 2019

Agency: City of John Day
Nicholas Green, City Manager
541-575-0028
green@grantcounty-or.gov

SDAO Representative: Bob Keefer, Sr. Consultant
541-954-4119
bkeefe@sdao.com

Project Summary: The City of John Day, working with the JDCC Park and Recreation District, Grant School District #3, Blue Mountain Hospital District, and Grant County are leading efforts to replace the City's 60-year old outdoor swimming pool. SDAO has been requested to assist the agencies with developing a preferred funding and organizational structure for construction and operations of a new outdoor pool.

Contract Term: SDAO has begun this project as part of its eight hours of free consulting services to member agencies, in this case the JDCC Park and Recreation District. The remaining four hours of free consulting services will be used for meetings scheduled to occur prior to September 30. As a result, this contract is expected to begin after October 1, 2019 and end by May 31, 2020.

Project Description, Timeline and Process:

The City of John Day owns the community's 60-year old outdoor swimming pool. The pool is near the end of its design life and is in poor condition. The pool is the only public pool within Grant County. JDCC Parks is responsible for operating the pool. The City plans to sell the pool property to the Oregon Park and Recreation Department as an extension of the Kam Wah Chung Heritage Site. At this point, the last season for operation of the existing pool will be the summer of 2020.

Working with a steering committee consisting of representatives of the public agencies involved, this project will entail the following major tasks:

- Review and evaluate current operating structure, finances, and budget of the current pool.

- Review and evaluate the current funding needs of the park and recreation district as it relates to current operations.
- Evaluate potential funding models for construction of a new pool and possibly additional recreational and support facilities (e.g. bond measure within park district, countywide, some other boundary; local funds, grants, etc.).
- Based on existing studies and estimates, provide an estimate for potential tax rates associated with passage of a general obligation bond for construction of the new pool.
- Evaluate potential operating models for the new pool and recreation facilities (e.g. new ORS 451 County Service District, expanded park and recreation district, intergovernmental agreements, community partnerships, etc.).
- Recommend a preferred capital funding and operations model based on our discussions and evaluations.
- Recommend steps for successful passage of any funding initiative referred to the voters within the existing and/or proposed taxing jurisdiction.

We anticipate that the SDAO Consultant will attend and help facilitate up to six meetings of the steering committee over the next six-months. Additional meetings may be held via telephone conferencing. The preferred funding model should be considered by the park district, city, and/or county **no later** than February 15, 2020 to allow sufficient time for a funding measure to be considered by the electorate in May 2020.

We anticipate that the SDAO Consultant will spend 120 hours of time on the project.

The steering committee will be responsible for reviewing and when necessary approving of any reports produced by the consultant. Staff from the city or park district will be responsible for producing and distributing minutes of meetings held by the steering committee.

Identified Deliverables: A final report with consultant and steering committee recommendations will be produced for the review and consideration of the elected officials associated with this project.

Estimated Fee: The estimated fee for this project including consultant time, mileage, travel expenses and other incidental expenses associated with the project is between \$7,500 and \$9,000. Printing of documents will be completed by the city or park district.