

PROSPER PORTLAND

Portland, Oregon

RESOLUTION NO. 7548

AUTHORIZING AN AMENDMENT TO THE FIVE-YEAR TECHNICAL SERVICES AGREEMENT WITH THE OREGON MANUFACTURING EXTENSION PARTNERSHIP

WHEREAS, Manufacturing Extension Partnerships, a program of the National Institute of Standards and Technology within the U.S. Department of Commerce, support manufacturers in various states across the country by providing technical assistance that helps businesses increase their efficiency and decrease costs;

WHEREAS, Prosper Portland supports the Oregon Manufacturing Extension Partnership (“OMEP”) and provides subsidized efficiency and process consultations to manufacturing businesses in Portland that offer middle-wage jobs;

WHEREAS, by working with OMEP, Prosper Portland supports the creation of middle-wage employment opportunities for underrepresented populations by engaging in activities that stimulate growth of the manufacturing cluster;

WHEREAS, on May 13, 2020, through Resolution No. 7369, the Prosper Portland Board of Commissioners (“Board”) authorized a five-year technical services agreement (“Agreement”), pursuant to which Prosper Portland agreed to reimburse OMEP up to 50 percent of its costs per project not to exceed \$15,000 per project for the industry clients;

WHEREAS, on June 21, 2023, through Resolution No. 7493, the Prosper Portland Board authorized an amendment to the five-year technical services agreement (“Agreement”), pursuant to which Prosper Portland agreed to increase the total contract amount by up to \$100,000 to provide OMEP an amount not to exceed \$25,000 per project for the industry clients;

WHEREAS, staff proposes that Prosper Portland amend the Agreement to increase the total contract amount by up to \$750,000 and extend the agreement term by five years; and

WHEREAS, the Agreement was exempt from competitive procurement, as a technical assistance agreement with a non-profit organization (pursuant to Part 3.II.G of Prosper Portland’s Local Contract Review Board Administrative Rules).

NOW, THEREFORE, BE IT RESOLVED, that the Prosper Portland Board authorizes the Executive Director to execute an amendment to the Agreement, in the form approved by Prosper Portland’s General Counsel attached hereto as Exhibit A, to increase the contract amount by an amount not to exceed

\$750,000 and to extend the term of the contract to December 31, 2030, for the purpose of providing technical assistance to manufacturing businesses in Portland;

BE IT FURTHER RESOLVED, that the Executive Director may approve additional changes to the Agreement if such changes do not materially increase Prosper Portland’s obligations or risks, as determined by the Executive Director in consultation with Prosper Portland’s General Counsel; and

BE IT FURTHER RESOLVED, that with the affirmative vote of no fewer than four commissioners for this resolution, this resolution will become effective immediately upon its adoption, and otherwise it will take effect thirty days after adoption.

AMENDMENT NUMBER 3 TO TECHNICAL SERVICES MASTER AGREEMENT

The Technical Services Master Agreement (Advanced Manufacturing Industry), dated June 9, 2020 (the “Original Contract”) as amended by Amendment Number 1, dated July 5, 2023 (“Amendment No. 1”) and by Amendment Number 2, dated April 15, 2024 (“Amendment No. 2” and together with the Original Contract and Amendment No. 2, the “Contract”) between **PROSPER PORTLAND**, the economic development and urban renewal agency for the City of Portland, Oregon, and **THE OREGON MANUFACTURING EXTENSION PARTNERSHIP, INC.** (“OMEP” or “Contractor”) is hereby amended by this Amendment Number 3 (the “Amendment”).

1. The maximum compensation payable under the Contract is increased by \$750,000, from \$595,000 to \$1,345,000, to fund the existing Scope of Services, in accordance with the procedures for compensation set forth in Section 2.0 of the Original Contract. This compensation amount is subject to appropriation, and all projects require the prior written approval of Prosper Portland prior to commencement to ensure that funds are available to reimburse Contractor.
2. Prosper Portland may notify Contractor that it would like Contractor to perform additional work, in addition to the Scope of Services. Such written notice from Prosper Portland to Contractor will describe the additional work to be performed and the amount to be paid to Contractor for such additional work, and Contractor will perform the additional work at the price set forth in the notice, without the need to further amend the Contract. Notwithstanding the foregoing, the additional work that Prosper Portland requests, and its cost, must be in accord with the chart below.

Deliverable	Details	Company Cost	Prosper Portland support	Total Client Cost	Total Prosper Portland cost
OMEP Consulting Projects	OMEP project delivery to assist companies needing facility layout, design services, lean operations, and TI project management. Scope limited to \$15,000 unless company chooses to expand the work.	\$ -	\$15,000	\$0	\$15,000
Company Tenant Improvements	Prosper Portland support for company tenant improvements aimed at supporting company’s ability to remain located in the City of Portland.	Matching funds minimum \$10,000	\$10,000	\$10,000	\$10,000
Total Prosper Portland Cost per project for additional work					\$25,000

3. The Expiration Date is extended from January 31, 2025 to January 31, 2030.

Except as modified by this Amendment, all other terms and conditions of the Contract remain in full force and effect. By the signature of their authorized representatives, the parties have executed this Amendment on the date of the last signature below.