

**State of Oregon  
Grant Agreement No. 9046  
Amendment No. 1**

**Community Development Block Grant Disaster Recovery Subrecipient Grant Agreement**

This is Amendment No. 1 (“Amendment”) to Grant Agreement No. 9046, dated July 8, 2025 (the “Agreement”) executed by and between the State of Oregon, acting by and through its Housing and Community Services Department (“OHCS” or “Agency”), and **Lane County**, a political subdivision of the State of Oregon (the “Subrecipient”). OHCS and the Subrecipient may be jointly referred to herein as the “Parties” or, individually as a “Party”.

**RECITALS**

The purpose of this Amendment is to increase the Grant amount and update the milestones in Exhibit A.

The Parties agree as follows:

**AMENDMENT**

The Agreement is hereby amended as follows effective upon signature by all Parties and approval required by law. New language is indicated by **bolding and underlining** and deleted language is indicated by ~~bolding and striking~~ unless a section is replaced in its entirety:

1. Amend Section D, (Recitals) as follows:

For the Subrecipient’s delivery of Program Activities, OHCS is sub awarding a portion of the OHCS Award to the Subrecipient in an amount not to exceed **SEVEN MILLION NINE HUNDRED TWENTY-SIX THOUSAND NINE HUNDRED EIGHTY DOLLARS (\$7,926,980.00)** ~~SEVEN MILLION FIVE HUNDRED FIFTY SEVEN THOUSAND FIVE HUNDRED EIGHTY ONE DOLLARS AND TWENTY-THREE CENTS (\$7,557,581.23)~~ (the “Grant” or the “Grant Amount”), subject to the terms and conditions set forth herein.

2. Amend Section 1 as follows:

1. **TERM; INCORPORATION; ATTACHMENTS**

**1.1. Term.** This term of this Agreement (the “Term”) will become effective **when all Parties have executed this Agreement and all necessary approvals have been obtained** (the “Effective Date”), and expires on **February 2, 2029** (the “Expiration Date”), unless otherwise terminated as provided in this Agreement or extended as required below. Subrecipient’s performance of the Program Activities described in Exhibit A may start **August 1, 2024** (the “Pre-Award Cost Date”), and shall be governed by the terms and conditions herein, and such

expenses incurred by Subrecipient may be reimbursed in accordance with this Agreement, once this Agreement is in effect. To the extent that the Subrecipient desires to extend the Term, a request for an amendment must be sent in writing to OHCS thirty (30) calendar days prior to the Expiration Date outlining the reasons for the delay and specify the request for additional time needed.

**1.2. Incorporation.** The foregoing Recitals and referenced documents are incorporated herein by reference to the same extent and with the same force and effect as if fully set forth herein, provided, however, that nothing in the Recitals or in the incorporated documents, will be deemed to modify this Agreement unless provided otherwise herein.

**1.3. Attachments.** The following Exhibits and referenced documents are incorporated herein by reference to the same extent and with the same force and effect as if fully set forth herein, provided, however, that nothing in the Exhibits or in the incorporated documents will be deemed to modify the express provisions hereinafter set forth.

**Exhibit A:** Allowable Program Activities and Requirements (by project)

1. Upper McKenzie Rural Fire Protection District and McKenzie Fire & Rescue Water Storage Tanks for Fire Suppression
2. McKenzie Food Pantry Land Acquisition and Construction
3. Blue River Park Rehabilitation
4. McKenzie River Track Rehabilitation
5. McKenzie School District HVAC Rehabilitation
6. Holiday Farm Fire Business Recovery Fund

**Exhibit B:** Insurance Requirements

**Exhibit C:** Federal Grant Award Information

**Exhibit D:** HUD General Provisions and other Federal Statutes

**Exhibit E:** Approved Project Budget

3. Delete and replace in its entirety Exhibit A (Water Storage Tanks for Fire Suppression), Section 3 (Milestones), with the following:

The milestones established for this project are:

Activity	Date
Procure Design/Construction firm for water tank design, siting, and installation.	June 1, 2025
Complete Final Design for first set of tanks	October 31, 2025
Begin Environmental Review for first set of tanks	January 1, 2026
Complete Final design for second set of tanks	June 1, 2026
Environmental Clearance for first set of tanks	November 30, 2026

Begin Environmental Review for second set of tanks	July 1, 2026
Begin construction for first set of tanks	January 1, 2027
Environmental Clearance for second set of tanks	May 1, 2027
Begin construction for second set of tanks	July 1, 2027
Construction Completion	07/31/2028
Project Closeout	10/31/2028

4. Delete and replace in its entirety Exhibit A (Mckenzie River Food Pantry), Section 3 (Milestones), with the following:

The milestones established for this project are:

Activity	Date
Procure Project Manager	2/1/2026
Procure Design and Engineering Firm	4/1/2026
Complete Final Design	10/1/2026
Environmental Review Begins	11/1/2026
Procure Construction Firm	8/1/2027
Construction Begins (Metal building kit, not stick built construction)	9/1/2027
Construction Completion	7/31/2028
Project Closeout	10/31/2028

5. Delete and replace in its entirety Exhibit A (Blue River Park Rehabilitation), Section 3 (Milestones), with the following:

The milestones established for this project are:

Activity	Date
Procure Project Manager	1/1/2026
Procure Design Firm	3/1/2026
Complete Final Design	6/30/2026
Begin Environmental Review	7/1/2026
Finish Environmental Review	3/1/2027
Procure Construction Firm	4/1/2027
Begin construction	5/1/2027
Construction Completion	7/31/2028
Project Closeout	10/31/2028

6. Delete and replace in its entirety Exhibit A (McKenzie River Track Improvements), Section 3 (Milestones), with the following:

The milestones established for this project are:

Activity	Date
Procure Design/Engineering Firm	12/1/2025
Complete Final Design	5/1/2026
Begin Environmental Review	6/1/2026
Complete Environmental Review	12/1/2026
Procure Construction Firm	3/1/2027
Construction Begins	5/1/2027
Construction Completion	7/31/2028
Project Closeout	10/31/2028

7. Delete and replace in its entirety Exhibit A (McKenzie School District HVAC System Upgrade), Section 3 (Milestones), with the following:

The milestones established for this project are:

Activity	Date
Procure Engineering Firm	2/1/2026
Complete Final Design	8/1/2026
Begin Environmental Review	9/1/2026
Environmental Review ends	5/1/2027
Procure Construction Firm	7/1/2027
Construction Begins	8/1/2027
Construction Completion	7/31/2028
Project Closeout	10/31/2028

8. Delete and replace in its entirety Exhibit A (Holiday Farm Fire Business Recovery Fund), Section 3 (Milestones), with the following:

The milestones established for this project are:

Activity	Date
Project Begins: application templates, selection criteria, marketing materials created, marketing/outreach efforts, small business support	10/1/2025
Finalize Project Documents	2/1/2026
First Round Application Window Opens: application review, information requests, grantee selection, grants awarded	3/1/2026
(If needed) Second Round Application Window Opens: application review, information requests, grantee selection, grants awarded	10/1/2026
Grant Funding Completed	4/30/2027
Program Closeout	7/30/2027

- 9. Exhibit E (Approved Project Budget) is replaced with the Revised Exhibit E attached hereto as attachment A.

Except as expressly amended above, all other terms and conditions of the Agreement, as amended, remain in full force and effect. Grantee certifies that the representations, warranties, and certifications contained in the Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

This Amendment may be executed in two or more counterparts, each of which is an original and all of which when taken together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.

**SIGNATURES**

**Lane County**



Digitally signed by Steve Mokrohisky, County Administrator  
Date: 2025.12.30 11:03:01 -08'00'

Signature: \_\_\_\_\_

Date: 12/30/2025

Printed Name: Steve Mokrohisky

Title: County Administrator

**OREGON HOUSING AND COMMUNITY SERVICES**

Signed by:  


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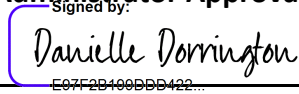
Signature: \_\_\_\_\_

Date: 1/7/2026

Printed Name: Phillip Andrews

Title: Designated Procurement Officer

**Agency Grant Administrator Approval:**

Signed by:  


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Signature: \_\_\_\_\_

Date: 12/18/2025

Printed Name: Danielle Dorrington

Title: Program Analyst

**DEPARTMENT OF JUSTICE**

*(Approved for Legal Sufficiency in accordance with ORS 291.047)*

Signature: Jeffrey B. Grant via email

Date: 12/18/25

**OHCS SUBRECIPIENT BUDGET FORM**

<b>SUBRECIPIENT NAME:</b>	Lane County
<b>PROJECT STATUS:</b>	Project Pending Completion
<b>PROGRAM:</b>	Planning, Infrastructure, and Economic Revitalization
<b>CONTRACT NUMBER:</b>	9046
<b>CONTRACT NTE:</b>	\$ 7,926,980.00

<b>Estimated Project Duration for Personnel Budgeting</b>	
<b>START DATE:</b>	11/1/2024
<b>END DATE:</b>	10/31/2028
<b>DURATION (TIME):</b>	3 Years, 11 Months, 30 Days
<b>DURATION (DECIMAL):</b>	4.00

	C	D	E	F	G = D * E * F	H	I	J = G - I	K	
Personnel Role	Unit	Duration	Level of Effort	Rate	Estimated Budget	Other Source	Additional Funding	CDBG-DR Budget	[BLANK]	Description / Notes / Source of Info
Sr. Program Services Coordinator	annual salary	4.00	50%	169,707.27	339,414.54		-	339,414.54		
Disaster Recovery Manager	annual salary	4.00	50%	247,104.95	494,209.90		-	494,209.90		
Grant Strategy Program Manager	annual salary	4.00	10%	195,658.70	78,263.48		-	78,263.48		
Management Analyst	annual salary	3.00	50%	170,084.36	255,126.55		-	255,126.55		
annual salary	0.00	0%		-	-		-	-		
<i>Add more rows (if needed)</i>	annual salary	0.00	0%	-	-		-	-		
<b>Total Personnel (Salaries/Benefits)</b>					<b>1,167,014.46</b>		-	<b>1,167,014.46</b>		

	C	D	E	F	G = D * F	H	I	J = G - I	K	
Pass Through Funding	[BLANK]	[BLANK]	[BLANK]	[BLANK]	Estimated Budget	Other Source	Additional Funding	CDBG-DR Budget	[BLANK]	Description / Notes / Source of Info
Upper McKenzie RFPD, McKenzie F&R					\$ 1,073,000.00		-	1,073,000.00		
McKenzie Food Pantry					\$ 650,000.00		-	650,000.00		
Blue River Park Recovery					\$ 355,491.00		-	355,491.00		
McKenzie River Track Improvement					\$ 500,000.00		-	500,000.00		
McKenzie School District HVAC					\$ 750,000.00		-	750,000.00		
Holiday Farm Fire Business Recovery Fund					\$ 2,000,000.00		-	2,000,000.00		
<b>Total Contracts/Grants/Agreements</b>					<b>5,328,491.00</b>		-	<b>5,328,491.00</b>		

	C	D	E	F	G = D * F	H	I	J = G - I	K	
Contractual	Unit	Quantity	Contract Type	Rate	Estimated Budget	Other Source	Additional Funding	CDBG-DR Budget	[BLANK]	Description / Notes / Source of Info
Lane Council of Governments	each	2.00	Unit	100,000.00	200,000.00		-	200,000.00		Assistance with writing RFPs, contracts, and technical assistance related to administering a CDBG grant
Environmental Review Consultant	each	1.00	Unit	150,000.00	150,000.00		-	150,000.00		Contracting with 1 or more consultants to conduct Environmental Reviews for the PIER infrastructure projects
<i>Add more rows (if needed)</i>	each	0.00		-	-		-	-		
<b>Total Contracts/Grants/Agreements</b>					<b>350,000.00</b>		-	<b>350,000.00</b>		

	C	D	E	F	G = D * F	H	I	J = G - I	K	
Travel	Unit	Quantity	[BLANK]	Rate	Estimated Budget	Other Source	Additional Funding	CDBG-DR Budget	[BLANK]	Description / Notes / Source of Info
Airfare & Transportation	trip	4.00		1,800.00	7,200.00		-	7,200.00		Annual CDBG-DR travel for training during performance period for two assigned personnel.
Lodging	nights	24.00		157.00	3,768.00		-	3,768.00		GSA rate 3 nights of lodging for each trip
Meals & Incidental Expenses	days	32.00		86.00	2,752.00		-	2,752.00		GSA rate, 4 days of travel for each conference
Mileage	miles	2,000.00		0.70	1,400.00		-	1,400.00		Mileage reimbursement for trips to McKenzie River area for project meetings.
<b>Total Travel</b>					<b>15,120.00</b>		-	<b>15,120.00</b>		

	C	D	E	F	G = D * F	H	I	J = G - I	K	
Other Direct Costs (ODCs)	Unit	Quantity	[BLANK]	Rate	Estimated Budget	Other Source	Additional Funding	CDBG-DR Budget	[BLANK]	Description / Notes / Source of Info
Telephone Services	each	4.00		600.00	2,400.00		-	2,400.00		Half of cost of cell phone for employees Matt, Megan and Sheila. The other half is paid by the AHD program.
Technology	each	4.00		1,000.00	4,000.00		-	4,000.00		Software program or supply charge directly related to performing PIER work
Fleet Equipment Maintenance	each	4.00		1,250.00	5,000.00		-	5,000.00		Cost of Lane County fleet vehicle.
Office Supplies	each	4.00		1,250.00	5,000.00		-	5,000.00		Office supplies, printing and binding, advertising and publicity
Project/Program Contingency	bundle	1.00		800,778.29	800,778.29		-	800,778.29		6 projects/program, contingency
<b>Total Other Direct Costs</b>					<b>817,178.29</b>		-	<b>817,178.29</b>		

Note: Indirect Costs (e.g., rent, utilities, executive staff, etc.) are a necessary cost for the overall operation of the CDBG-DR grantee or subrecipient and may not be directly related to any particular program activity. In the table below, please

Facilities & Admin (Indirect Costs)	[BLANK]	[BLANK]	[BLANK]	Rate	Indirect Pool	[BLANK]	[BLANK]	CDBG-DR Budget	[BLANK]	Description / Notes / Source of Info
Facilities & Admin				11.46%	2,174,312.75			249,176.24		Cost Allocation Plan
<b>Total Facilities &amp; Admin</b>					<b>2,174,312.75</b>		-	<b>249,176.24</b>		

<b>TOTAL PROJECT BUDGET</b>	<b>\$ 7,926,980.00</b>	*If cell is red, project budget exceeds NTE contract amount and
<b>TOTAL CDBG-DR BUDGET</b>	<b>\$ 7,926,980.00</b>	





**Weighted, Proportional Distribution of Activity Delivery Costs (ADC)**

Project	Project Budget	Weighted Amounts	Raw Weighted Amounts
McKenzie Fire and Rescue	\$1,073,000.00	70.00%	\$751,100.00
McKenzie Food Pantry	\$650,000.00	130.00%	\$845,000.00
Blue River Park Recovery	\$355,491.00	130.00%	\$462,138.30
McKenzie River Track Improvement	\$500,000.00	130.00%	\$650,000.00
McKenzie School District HVAC	\$750,000.00	130.00%	\$975,000.00
Lane County Business Recovery Fund	\$2,000,000.00	50.00%	\$1,000,000.00
<b>Total Contracts/Grants/Agreements</b>	<b>5,328,491.00</b>		<b>\$4,683,238.30</b>

**Weighted Assumptions**

Reduced Capacity Projects	130%
High Capacity Project	70%
Highest Capacity Project	50%

Adjusted %	ADC Distribution
16.04%	416,746.91
18.04%	468,847.21
9.87%	256,416.87
13.88%	360,651.70
20.82%	540,977.55
21.35%	554,848.77
100.00%	2,598,489.00

Project Total
\$1,489,746.91
\$1,118,847.21
\$611,907.87
\$860,651.70
\$1,290,977.55
\$2,554,848.76
<b>\$7,926,980.00</b>



## INSTRUCTIONS FOR HOW TO COMPLETE THE BUDGET FORM

**Purpose:** This budget form will allow subrecipients to inform OHCS of their program budget. If the subrecipients is associated with more than one CDBG-DR program or project, the subrecipient will need to develop more than one budget; one per program or project. This budget form acts like a summary sheet. The subrecipient is encouraged to either include additional tabs for more detail or submit supporting documentation to explain how budgets are derived. In addition, the "Review Qs" tab provides a checklist for OHCS reviewers and questions that OHCS may ask, so subrecipients may want to look at that tab when preparing their budgets.

On the bottom of the form, if needed, be sure to identify if there will be contingency in the budget and whether the subrecipient elects to include indirect costs as part their budget. If the subrecipient has an approved indirect cost rate, please provide support.

**REMINDER:** After the execution of the Subrecipient Agreement, this budget form will be updated on a quarterly basis. If there are changes, make sure to highlight them (e.g., change to line items, contingency, or need for more/less funding). If there is no change, feel free to indicate that nothing was changed in the budget.

Note: The Personnel (2nd tab) may be utilized to calculate an annual rate to utilize on the Sub Budget tab (1st tab) in the Payroll section. If using this tab, formulas are already in place to pull the role/title, duration, and annual rate over from the Personnel tab. If the user is not using the Personnel tab, then the user should overwrite the formulas.

Category	Category Item	Required Info
PAYROLL (1st tab)	Unit	Specify if the employee is paid hourly, weekly, monthly, or annually. This will influence how we calculate the LOE and what is entered for the Rate.
	Duration	Information entered into the "Duration" field corresponds with "Unit" and represents how much time the program/project will operate during the grant life cycle. Please pay attention to the "Unit" specified and what the associated "Duration" will be.
	Level of Effort (LOE)	LOE represents how much time each staff member expects to allocate to the program/project in a percentage format.
	Rate	Amounts entered into the Rate column would include the total of salaries, fringe, and benefits as well as projected increases in salaries and fringe.
	Estimated Budget	Uses the "Duration", "LOE", and "Rate" to calculate the total cost.
	Other Source	Identify if there are other sources of funding contributing to the budget (e.g., FEMA PA, FEMA HMGP, regular CDBG, FTA/FHWA, SBA, Insurance, General Fund, Private Funds, LITHC, and Other). If there are more than one funding source for a cost, just select other. Use the description field to explain.
	Additional Funding	Enter the cumulative combined amount of all other funding sources.
	CDBG-DR Budget	Calculates the amount to charged to the CDBG-DR grant. Formula is "Estimated Budget" minus "Additional Funding".
	Description	Use this field to explain any nuances with figures, explain why a cost is included, or identify where information is being pulled from. Information entered here will be helpful for the OHCS reviewer.
	Indirect Pool	This field provides a dropdown of "yes" or "no". This should be selected if this costs is used to calculate the indirect rate.

Category	Category Item	Required Info
PERSONNEL (2nd tab)	Duration	Information entered into the "Duration" field corresponds with "Unit" and represents how much time the program/project will operate during the grant life cycle. Please pay attention to the "Unit" specified and what the associated "Duration" will be.
	Salary	Salary represents the expected annual costs of an individual's salary without fringe benefits.
	Fringe	Fringe represents the expected annual costs of an individual's fringe benefits.
	Annual Salary % Increase	Percentage increase in salary that are expected each year.
	Annual Fringe % Increase	Percentage increase of Fringe benefits that are expected each year.
	Annual Rate	Annual rate represents the average salary of an individual for the duration selected (rounded up) and includes fringe benefits, and expected annual salary and fringe increases.

Category	Category Item	Required Info
Pass Through Funding (1st tab)	Estimated Budget	The amount of the estimated CDBG-DR Award supporting the awarded PIER Project in Lane County.
	Other Source	Not applicable to this budget
	Additional Funding	Not applicable to this budget
	CDBG-DR Budget	The amount of the estimated CDBG-DR Award supporting the awarded PIER Project in Lane County.
	Description	Use this field to explain any nuances with figures, explain why a cost is included, or identify where information is being pulled from. Information entered here will be helpful for the OHCS reviewer.
	Indirect Pool	This should always be set to "no"

Category	Category Item	Required Info
CTS & SUBAWARDS (1st tab)	Unit	A dropdown field where for contracts, it will likely be set to "each".
	Quantity	Specify the expected quantity to be bought or received. Most cases will be 1 per contract.
	Contract Type	A dropdown field to identify if a procured contract is "Firm Fixed Price" (FFP), "Time and Materials" (T&M), "Unit Price", or "Other".
	Rate	Will be left blank if for contracts. If we are tracking deliverables that a subrecipient expects to complete (e.g., households assisted), then "Quantity" would identify the population and the "Rate" would specify the cost per quantity.
	Estimated Budget	For contracts, enter the contract value or not-to-exceed amount. For deliverables, use the "Quantity" and "Rate" to calculate the total cost.
	Other Source	A dropdown field to identify if there are other sources of funding contributing to the budget (e.g., FEMA PA, FEMA HMGP, regular CDBG, FTA/FHWA, SBA, Insurance, General Fund, Private Funds, LITHC, and Other). If there are more than one funding source for a cost, just select other. Use the description field to explain.

<b>CONTRACT</b>	<i>Additional Funding</i>	Enter the cumulative combined amount of all other funding sources.
	<i>CDBG-DR Budget</i>	Calculates the amount to be charged to the CDBG-DR grant. Formula is "Estimated Budget" minus "Additional Funding".
	<i>Description</i>	Use this field to explain any nuances with figures, explain why a cost is included, or identify where information is being pulled from. Information entered here will be helpful for the OHCS reviewer.
	<i>Indirect Pool</i>	This field provides a dropdown of "yes" or "no". This should be selected if this cost is used to calculate the indirect rate.

Category	Category Item	Required Info
<b>TRAVEL &amp; ODCS (1st Tab)</b>	<i>Unit</i>	A dropdown field to specify the units being bought. For travel, it could be number of trips, nights, or days. For ODCs, quantities may be the following: each, bundle, hours, days, weeks, months, or shipment. Note for both travel and ODCs, if the user is utilizing a different unit, they may type this in on this field.
	<i>Quantity</i>	Specify the expected quantity to be bought or received.
	<i>[BLANK]</i>	No info required
	<i>Rate</i>	For travel lodging and meals, refer to GSA tab for current rates. For other costs, find market rate quotes.
	<i>Estimated Budget</i>	Uses the "Quantity" and "Rate" to calculate the total cost.
	<i>Other Source</i>	Identify if there are other sources of funding contributing to the budget (e.g., FEMA PA, FEMA HMGP, regular CDBG, FTA/FHWA, SBA, Insurance, General Fund, Private Funds, LITHC, and Other). If there are more than one funding source for a cost, just select other. Use the description field to explain.
	<i>Additional Funding</i>	Enter the cumulative combined amount of all other funding sources.
	<i>CDBG-DR Budget</i>	Calculates the amount to be charged to the CDBG-DR grant. Formula is "Estimated Budget" minus "Additional Funding". If a subrecipient does not have the details for travel, enter a lump sum amount in the "CDBG-DR Budget" column and include notation.
	<i>Description</i>	Use this field to explain any nuances with figures, explain why a cost is included, or identify where information is being pulled from. Information entered here will be helpful for the OHCS reviewer. For travel costs, specify the origin, destination, number of travellers, and purpose.
	<i>Indirect Pool</i>	This field provides a dropdown of "yes" or "no". This should be selected if this cost is used to calculate the indirect rate.

<b>Version Number</b>	<b>Date</b>	<b>Sub-Budget</b>
V 1.0	11/1/2024	Initial Version
v 2.0	10/16/2025	Indirect Rate Change
v. 2.1	11/24/2025	Indirect on Environmental Consultant

<b>Personnel</b>
Initial Version
Updated