

W. T. D.

Memorandum Date: March 05, 2008
Board Order Date: March 19, 2008

TO: Board of County Commissioners
DEPARTMENT: CAO/Economic Development Standing Committee
PRESENTED BY: Mike McKenzie-Bahr, Community and Economic Development Coordinator

AGENDA ITEM TITLE: ORDER/IN THE MATTER OF AWARDING A CONTRACT FOR A STRATEGIC INVESTMENT PROJECT SELECTED THROUGH THE 2008 ECONOMIC DEVELOPMENT RFP OPEN PROPOSAL CYCLE, ALLOCATING STRATEGIC OPPORTUNITY RESERVE FUND AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN PROJECT CONTRACTS

I. MOTION

Move that we award \$75,000 of video lottery funds to VersaLogic Corporation, allocate strategic opportunity reserve funds, and authorize the County Administrator to sign project contracts.

II. AGENDA ITEM SUMMARY

The Lane County Economic Development Standing Committee (EDSC) has completed its review of proposals received during the 2008 Economic Development Request For Proposal Open Proposal Cycle.

Previously, the EDSC submitted to the BCC four project applications reviewed by the EDSC at its January meeting. Review of the fifth project application, submitted by VersaLogic, was completed by the EDSC's at its February meeting.

After reviewing the application and meeting with the project applicant, the EDSC is recommending the Board of Commissioners approve \$75,000 in video lottery funding to VersaLogic Corporation to purchase x-ray equipment in order to retain 12 jobs and create 1 new FTE family-wage job. In addition the project has the future possibility of creating 3 additional FTE jobs.

The Board initially allocated \$400,000 for the two video lottery funding cycles, all of which has been awarded to other projects.

In order to make the above award, \$75,000 will need to be transferred from the strategic opportunity reserve fund to the Strategic Investment Fund.

Currently there is approximately \$1,000,000 available in the strategic opportunity reserve fund.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

Each year, the Board of Commissioners makes video lottery funds available through the Strategic Investment fund for job creation and work force development project.

As the Board is aware, under the Initial Proposal Cycle RFP rules, the strategic investment funds are initially allocated in the following categories of development in these amounts: Business Development, \$100,000; Workforce Development, \$100,000.

In the Initial Cycle, the Board awarded \$42,000. According to the Video Lottery award criteria, any strategic investment funds not awarded in the initial proposal cycle, may be awarded in the Open Proposal Cycle, if the Board so wishes.

Those funds were placed into the Open Cycle and the EDSC recommended four projects to the BCC for funding. In addition the Board invited two applicants that submitted protests in the Initial Cycle - the Eugene Chamber of Commerce and VersaLogic - back to apply in the Open Cycle. VersaLogic chose to complete its appeal process from the Initial Cycle and also requested the same project be considered in the Open Cycle if the appeal was not successful. The appeal was not successful and the EDSC reconsidered the VersaLogic Project in the Open Cycle.

In February, the Board of Commissioners voted to fund the four projects recommended by the EDSC at its January meeting. The total funded was \$300,000, which used the remainder of the allocated funds and \$150,000 of Strategic Opportunity Reserve Funds.

At its February meeting, the EDSC reviewed the proposal from VersaLogic and voted to recommend to the Board of Commissioners that they partially fund the VersaLogic proposal. That recommendation is what is now being considered by the Board.

This application, whether funded or not, will close the Economic Development RFP Open Cycle. At its March meeting, the EDSC will discuss the options for

projects that are submitted after this date, but before next fiscal year's Initial Cycle.

B. Policy Issues

The Board has the following policy issue to consider:

- 1) Should the project be partially funded as recommended by the EDSC or should the money remain in reserve?

C. Board Goals

The awarding of video lottery funds for job creation and training meet the Board's goal to "Work for a strong regional economy to expand the number of family-wage jobs available in Lane County."

D. Financial and/or Resource Considerations

The total amount of video lottery funding currently available is approximately \$1,000,000 in the strategic opportunity reserve fund. That amount includes \$175,670 that was received by the County on February 12 for third quarter 2007 video lottery revenues.

If the Board of Commissioners chooses to fund the project in this agenda item, as recommended by the EDSC, it would leave \$925,000 in the strategic opportunity reserve fund.

If the Board approves the above project as recommended by the EDSC, \$75,000 will have to be moved by Board Order from the Strategic Opportunity Reserve Fund (General Expense Operational Contingency) to the Strategic Investment Fund (Agency Payments) within the Special Revenue Fund Operational Contingency budget line so that the expenditure can be made. (This is standard procedure each time strategic opportunity reserve fund money is allocated).

E. Analysis

The project being recommended for funding meets workforce training and business retention goals for the video lottery funding. The component of the project being recommended for funding also meets the Lane County strategic goal of maintaining air quality as it will reduce this company's interstate transport for quality control by 99%.

Currently VersaLogic, a company successfully doing business in Lane County for 32 years, is outsourcing a quality-control component of their production cycle. Their bare PCBs, printed circuit boards, are shipped to California to be x-rayed.

Twelve employees (with an average total compensation of \$28.63/hr) would be trained on that equipment rather than “exporting” those jobs to California and incurring the transportation costs of driving the boards down for inspection and back for marketing.

This project would retain 12 jobs; create 1 FTE family-wage job and the future possibility of creating 3 FTE jobs.

F. Alternatives/Options

The Board may:

- 1) Approve the ORDER awarding the grant as recommended by the EDSC, or
- 2) Determine to award the grant at a reduced funding level or
- 3) Decide not to award any funds at this time.

IV. TIMING/IMPLEMENTATION

Upon Board approval of funding for project, staff will work with project applicant to get contracts in place. Once prepared, the contract will be sent through the County Counsel review process and prepared for signing by the County Administrator.

V. RECOMMENDATION

The EDSC recommends awarding partial funding to VersaLogic Corporation for the purchase of x-ray equipment that will retain 12 jobs and eliminate outsourcing to California.

VI. FOLLOW-UP

Staff will keep the EDSC updated on all project elements. Any issues needing Board attention will be brought to the Board in a timely manner.

VII. ATTACHMENTS

- A: Board Order
- B: VersaLogic Corporation Proposal

IN THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER NO.) IN THE MATTER OF AWARDING A CONTRACT FOR
) A STRATEGIC INVESTMENT PROJECT SELECTED
) THROUGH THE 2008 ECONOMIC DEVELOPMENT
) RFP OPEN PROPOSAL CYCLE, ALLOCATING
) STRATEGIC OPPORTUNITY RESERVE FUND AND
) AUTHORIZING THE COUNTY ADMINISTRATOR TO
) SIGN PROJECT CONTRACTS

WHEREAS, the Lane County Board of Commissioners established a policy for distributing video lottery economic development funds that is adopted in Lane Manual Chapter 4, and

WHEREAS, the Lane County Board of Commissioners authorized release of a request for proposals (RFP) for the Economic Development Strategic Investment Program, and

WHEREAS, the Economic Development Standing Committee has reviewed project applications received in accordance with the RFP, and

WHEREAS, the Lane County Board of Commissioners has reviewed the application from VersaLogic and determined that it is in the public interest to fund, now, therefore,

IT IS HEREBY ORDERED that the following Lane County Strategic Investment Projects is awarded in the amount indicated: VersaLogic Corporation: \$75,000, and

FURTHER ORDERED that \$75,000 is moved from Fund 260 - General Expense: Economic Development Projects – Operational Contingency to Fund 260 - General Expense: Economic Development Projects Agency Payments to be used to fund the above project, and

FURTHER ORDERED that the County Administrator is authorized to sign the contract authorized under this Order.

Signed this 19th day of March, 2008.

APPROVED AS TO FORM
Date _____ Lane
County

OFFICE OF LEGAL COUNSEL

Faye Stewart, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM
Date 3/10/08 lane county
[Signature]
OFFICE OF LEGAL COUNSEL

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

Grant Amount Requested: \$164,947 Match Amount Proposed: \$180,500

**Please select the appropriate application box : [] 2007-08 Initial Proposal Cycle
[X] 2007-08 Open Proposal Cycle** Eighty percent (80%) of points is the minimum required to qualify for funding consideration.

Project Focus (Required - select one category of economic development):
[] Business development, [X] Workforce development

PROJECT TITLE: VersaLogic Corporation Employee Enrichment Project

Principal Project Organization: VersaLogic Corporation

Address: 3888 Stewart Rd., Eugene, OR 97402

Project Contact Person: Julie Tovsen

Phone: 541-485-8575 Fax: 541-485-4397

E-mail: JTovsen@VersaLogic.com

Person/Agency preparing fiscal reports: Julie Tovsen/VersaLogic Corporation

Title: Human Resources Manager

Address: 3888 Stewart Rd., Eugene, OR 97402

Phone: 541-485-8575 Fax: 541-485-4397

E-mail: JTovsen@VersaLogic.com

Our representative, Julie Tovsen , attended the pre-proposal conference on behalf of this project.

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

Signature

Date

Julie Tovsen/HR Manager

Typed name/Title

VersaLogic Corporation

Applicant Organization

Signature

Date

Typed name/Title

Partner Organization

Signature

Date

Typed name/Title

Partner Organization

Add additional signature lines as needed

Section 2 – Project Summary (Max 1 page)

VersaLogic Corporation manufactures embedded computers. Our computers go into other peoples' products (medical, industrial, military) to make it do something. Our project, **VersaLogic Corporation Employee Enrichment Project**, targets a Lane County Cluster industry: High Tech Traded Sector as well as the Lane County Strategic Goal to work for a strong regional economy to expand the number of family-wage jobs available in Lane County.

We plan to include all employees in this proposed training project. Lane County has a shortage of skills in the areas we are consistently recruiting for: mainly engineers and technicians. This proposal would allow us to also keep jobs in Lane County. The purchase of the x-ray equipment would allow us to bring work into Lane County that is currently out sourced to another state. Existing employees will be trained on the use of this equipment, gain additional skills and we will need to add additional staff. This part of the project integrates job creation with the workforce development component. We have a long-term commitment to training our existing staff. Last year VersaLogic spent \$75,000 on employee training.

We value our employees and the need for them to have living wage jobs. Part of our mission statement says: "To operate the company on a sound financial basis of profitability, growth and increasing value, while creating career opportunities and financial rewards for our employees." This says a lot about who VersaLogic is.

Another part of our mission statement is "To operate in such a way as to recognize the central role that customers and employees play in making the organization thrive and the responsibility that we have towards others and the environment." Our commitment to environmental responsibility and promoting sustainable use of resources through sustainable practices can be witnessed by our multiple recycling and composting stations. These include; commingle, glass, battery, block foam, plastic film, 'bad' plastic (#6 and non numbered), scrap metal and ewaste recycling. One of our benefits to employees is an alternate transportation plan, which includes an annual bus pass for all employees. We have also been very involved with the European RoHS initiative for the reduction of hazardous substances, such as lead solder. Part of our training will be continued certification in lead-free soldering.

Our project also builds on the fact that we have several employees who telecommute full time and many who do so part time. We believe this assists with the County's economic development goal to link the rural areas of the County with Eugene and Springfield.

We are building the skills of the local workforce. We support and encourage our employees to continue their education; we currently provide tuition reimbursement, encourage employees to join professional organizations and attend professional development courses/seminars. While the skills employees gain are transferable, we do have excellent workforce retention and length of service.

With the assistance of grant funds provided by Lane Workforce Partnership, we have already begun this project.

Section 3 – Project Narrative

1. Project Focus and Scope (Max 2 pages)

The focus of our project is Workforce Development, though we have included job creation elements into our project. Our Workforce Development component will increase the skill set of existing employees in the areas of communication and leadership as well as direct, hands on skills such as soldering and high level programming.

There is also a strong Business Development correlation with the job retention. This project will create new jobs and retain the employees we have. As we invest in our employees, we invest in our business. As we are able to further the skill set of our employees, we will be able to remain competitive in our market, and will be able to continue our history of growth and job development.

This project also includes the purchase of x-ray equipment that will allow us to bring a currently outsourced service in house. This would allow us to reduce the time it takes to ship product to our customers.

Below is a list of the training programs and equipment purchase proposed for the VersaLogic Corporation Employee Enrichment Project. Portions of this training have already begun.

Frontline Leadership (\$32,222). Provided by Lane Community College from an existing curriculum. This training focuses on Improving Communication Skills and will be made available to all our employees. The company's goal for this training is to have employees and management communicating at the same level, creating a greater overall chance of job success. With our potential for promoting from within the company, this skill is a useful tool that can lead to job promotion and increased wages.

Sandler Sales (\$12,000). Provided by Sandler Sales. Sandler Sales Institute is highly ranked and regarded for Sales training. Our goal is to train 2 additional sales staff. This training involves an existing curriculum, in a group setting. The main focus is the introduction of the Sandler methodology to sales. This is a 6 session program that also includes access to presidents club, with monthly meetings for 1 year and one on one training available if needed. We have trained 4 employees in this program over the past year. It has proved to be very successful. This program will assist us with retaining our existing customers and to continue to grow our business, which will in turn require us to hire additional sales and support staff.

Strategic Management (\$25,000). Training by Don Murray & Associates. Training for Executive Management Team. Our goals for the upcoming training are:

- Build an effective team of strategic planners and operators
- Clarify the company's mission, vision, and overall direction
- Identify major strategic initiatives
- Establish a one year operating plan, including project goals and budget
- Learn to operate effectively as a team across departments

Lead Free Hands On Soldering Training (\$2,075). Weeks Planning Inc. is one of the only northwest companies to provide this training. This is an existing curriculum that includes a 2 day workshop, with a 3 year certification provided upon completion. Training would be available to 4 Technicians. We have used this vendor in the past and currently have 3 certified Technicians.

IPC Specialist Certification (\$5,550). Weeks Planning Inc. is one of the only northwest companies that provide this training. This is an existing curriculum that includes a 3 day workshop, with a 3 year certification provided upon completion. Training would be available to 10 production staff to maintain or obtain Certification of Inspection of completed PCB's. We have used this vendor in the past and currently have 4 IPC certified staff.

VHDL (\$6,200). TM Associates Inc. Training would be available to 6 R&D Engineers. VHDL is high level programming. This existing curriculum provides the ability to read VHDL code, understand VHDL-specific issues, identify inefficient or non-synthesizable constructs, and support those who write code. Providing our R&D Engineers with this skill will enable us to remain competitive in our market by adding to the skill set of those who develop our current and future product.

A+ Training (\$1,300). DVD and online training provided by CompTIA (the Computing Technology Industry Association) for 4 Technicians. Upon completion employees will receive a CompTIA certification, which is highly regarded in the IT industry. Here's what their website has to say about their program: "CompTIA certification programs can help you build a skilled and dependable workforce, leading to greater customer satisfaction and best business practices." This training will enable our Technicians to further their skills, which can lead to job promotion and increased wages.

OS / CE6 Training (\$5,600). Vendor is BSquare. Existing curriculum including workshop and certification upon completion. 2 Technicians would be trained in operating systems. This training will also enable our Technicians to further their skills, which can lead to job promotion and increased wages.

X-Ray Equipment Purchase (\$75,000). Vendor TBD. This process is currently outsourced to a California company. With purchase of this equipment we could bring 99% of this work back to Lane County. This equipment is used to take images of PCB's for quality control. Training would be provided by the vendor to existing employees. This will increase the skill set of up to 12 employees. In addition, bringing this service in house will require the need to add additional staff. Estimated cost of this equipment is \$75 - \$105k. We are requesting \$75k for this project, and will provide any additional funds needed beyond this amount. Without the requested grant funds from Lane County, we will not be able to purchase this equipment and the work would continue to be outsourced.

Section 3 – Project Narrative

2. Project Goals, Performance Measures (outputs & outcomes) (Max 1 page)

If we are able to implement the proposed VersaLogic Corporation Employee Enrichment Project, we will be able to train our entire workforce in at least one area, in many cases multiple areas. The goals and performance measures relating to this project are:

Output 1: Train 95% of our workforce (65 employees; FTE)

Our proposed training would cover our entire workforce, adding value to each individual employee. Although the goal is to train 95% of our workforce, it will be available to our entire staff. It is anticipated as many at least 65 employees will be assisted by this training. Training would be tracked quarterly.

Output 2: Gross sales are projected to increase 15% in the upcoming year

As we continue to train our employees to be outstanding, we are able to continue outstanding customer service. This in turn enables us to remain competitive in our industry, which in turn will increase sales. In addition, if we are able to procure the purchase of the X-Ray equipment, it will eliminate the need for us to outsource \$50k per year. This brings the work directly back in to Lane County. Sales are tracked quarterly.

Outcome 1: 100% of existing jobs would be retained

If we continue to remain competitive in our market, our sales will continue to grow and we will not be required to reduce our staff. By training all of our employees and enabling them to be the best they can, we will be able to retain 100% of the FTE positions we currently have. This would be tracked quarterly.

Outcome 2: 65 employees would be trained and gain additional skills

By obtaining output 1 and training 95% of our workforce, a minimum of 65 employees will gain valuable training. Training will however be made available to our entire staff of 70. These are Lane County workers who will gain additional knowledge that they will retain. This enables these employees to take those additional skills and knowledge with them in the future, providing a fuller recruitment pool for other high tech employers in the county. Number of employees trained would be tracked quarterly.

Outcome 3: We project we will need to hire 15 additional employees

As our sales increase, we will need to hire 15 employees to accomplish our production and sales goals. With an in house X-Ray machine, someone will need to operate the machine, staff levels will need to increase for higher levels of production and other support staff will be needed. The entire organization will need to grow. We track number of new hires quarterly.

One of the major barriers to accomplishing the goal of increasing staff is that we have a very limited pool of local candidates with the high tech skills we require. We strive to retain our existing staff by continuing to provide valuable training, opportunities for promotion and exceptional benefits and pay. Without funding of this project, we would not be able to incorporate 100% of the VersaLogic Corporation Employee Enrichment Program.

Section 3 – Project Narrative

3. Selection and Involvement of Partners (Max 1 page)

VersaLogic Corporation is working with as many local organizations as possible for this training project:

- Lane Workforce Partnership has awarded VersaLogic Corporation \$46,399 towards our training needs.
- We have partnered with Lane Community College to provide a major portion of our training.
- Sandler Sales training is provided by Hungerford, Creekmore & Co. LLC, of Eugene.
- Don Murray & Associates will be providing us with the Strategic Planning portion of the training and are located in Eugene.
- TM Associates, Inc. is located in Oregon City.
- Weeks Planning, Inc. is the only company in the Northwest to offer the soldering and IPC training we need. They are located in Vancouver, Washington.

4. New Opportunities, Capacity and Readiness (Max 1 page)

VersaLogic Corporation is a home grown organization that has been in Eugene for over 30 years!

As part of the High Tech traded sector, we locally produce embedded computers that are shipped worldwide to our customers. We see an opportunity for increased growth based on the quality of our products and the skill level of our employees.

With Lane County's assistance we will continue to grow our business and bring more revenue into the community through increased employee training.

The average total compensation for our employees is \$28.63 per hour. This is approximately \$10 more per hour than what the Oregon Community and Economic Development Department cites as a family-wage job.

As we continue to grow, we'll be adding additional staff. Although some of the new positions would be entry level, there will be opportunities for existing staff to promote. In the past we have promoted Shipping Specialists and Administrative Assistants to Sales/Account Managers, Electronic Technicians to R&D Engineers, Production Specialists to Electronic Technicians. Many of our positions are not entry level, and are at the Technician and Engineer level.

Our employees all receive ongoing training, including; on the job training, Excel training, encouragement to participate in professional organizations, professional seminars/workshops and we provide tuition reimbursement for college courses. This type of additional training is not included in this budget, but shows our commitment to providing training to our employees. Last year alone we paid \$75,000 on employee training. Being able to add to the training program, and enrich employees skills, is a benefit to all in Lane County - our employees and other employers.

Employees who have received our training take these skills with them in their future employment needs. The skills obtained at VersaLogic Corporation would be transferable to both other high tech organizations, as well as the leadership, communication and Excel skills that would be lucrative in any industry.

If our project is funded we are prepared to begin the project immediately. In fact some portions of the training have already begun.

**Section 4 – Budget Proposal
Budget Proposal and Narrative**

Project Title: VersaLogic Corporation Employee Enrichment Project

Proposed Expenses. The following Form may be expanded to one full page to describe specific project budget items and subcategories.

Budget Item	Description	Grant funds	Percent of Grant Funds	Totals
Personnel	In paid training			\$96,500
Personnel	Using the X-ray equipment			\$30,000
Benefits				
Equipment	Purchase of X-Ray equipment	\$75,000	45%	\$105,000
Supplies				
Contractual Services – Miscellaneous Vendors	Frontline Leadership - \$32,222 Sandler Sales - \$12,000 Strategic Mgmt - \$25,000 Soldering Training - \$2,075 IPC Certification - \$5,550 VHDL - \$6,200 A+ Training - \$1,300 OS/CE6 Training - \$5,600	\$89,947	55%	\$89,947
Administration*	Project implementation & Tracking			\$8500
Other: Meeting space	\$500/day x 31 days.			\$15,500
TOTALS	—	\$164,947	100%	\$345,447

Revenue for the Project.

List in the following format (up to one page) the various cash and non-cash resources that contribute to completion of the project scope of work. Add lines for other partners.

Source	Description	Cash	Non-cash	Total
Proposed Grant	Video Lottery Grant	\$164,947		\$164,947
Partner A	VersaLogic Corporation	\$180,500		\$180,500
Partner B				
Other Partners				
Total		\$345,447		\$345,447

Are other grants or funding sources being pursued for the same or similar proposal? Yes.

If yes, please describe: We have been awarded \$46,399 from Lane Workforce Partnership.

*10% admin/overhead limitation

**Matching funds must be broken out by individual partners. Please see below.

Section 4 – Budget Narrative

We are asking for funding to assist us with the completion of this employee enrichment program. By having funds available for the cost of the proposed training and equipment purchase, we will be able to train at least 95% of our staff. We will be offering the training to all (100%) of our staff.

Employees who receive specialized training are more likely to receive higher wage increases at review time and more likely to be promoted. Which in turn creates more jobs!

Without the funding, we would only be able to move forward with a portion of the proposed training. It is likely that we would need to recruit more employees from outside of Lane County and Oregon. Eugene does not have a pool of qualified local candidates with the specific skills we need. It's not unusual for us to have positions open for 3 -6 months, due to a lack of qualified candidates. Training employees to promote is a great option for everyone!

Our matching funds will come from personnel wages, administration costs for the project implementation and tracking as well as equipment usage and market value of meeting space. Please see attached confidential breakdown of wages, *Attachment A*.

Wages = \$96,500 (class time and homework)

Wages = \$30,000 (to run equipment) Based on 2 employees, 10 hours/week

Administration - project implementation and tracking = \$8,500

Meeting space - \$500 per day. Total of 31 days = \$15,500

Total Match = \$180,500

Section 5 – Performance Measures and Targets
Project Performance Measures and Targets

Project Title: VersaLogic Corporation Employee Enrichment Project

What are your proposed outputs and outcomes that will be used to measure success in meeting or exceeding the goal to create or retain jobs? Please see Attachment B for description of sample outputs and outcomes, and Attachment C for suggestions on creating performance measures for your proposed program. Which Oregon Business Plan (Attachment C) does the output or outcome related to? What is the project target for each output or outcome and when will results be reported?

Outputs (amount or frequency of project activity)	Oregon Business Plan	Project Targets	Reporting Timeframe
Train 95% of workforce	Increase Skills to workforce	Train 65 Employees	Quarterly
3. Increase sales	Increase tax base	15%	Quarterly
4.			

Whenever possible list outcomes that will result from the project, even if these outcomes are measured after the proposed project contract term. The logic model in Attachment C further explains how to describe outputs and outcomes.

Outcomes (impacts and long-term results from the project)	Oregon Business Plan	Project Targets	Reporting Date
1. Retain jobs in Lane County	Retain jobs	100%	Quarterly
2. Employees trained	Increase Skills to Workforce	65 employees	Quarterly
3. Add staff	Increase	15	Quarterly

	workforce, tax base		
4.			

Section 6 - Statement of Assurances and Proposal

Project Title: VersaLogic Corporation Employee Enrichment Project

The undersigned attests that the information provided to determine eligibility is true and accurate to the best of his/her knowledge. The undersigned further attests that he/she has the authority and/or responsibility to represent his/her organization in all phases of this Request for Proposal process. Finally, the undersigned understands that any false or substantially incorrect statement may disqualify this proposal from further consideration or be cause for termination of any further contract.

If this proposal is selected for funding, the undersigned provides assurances on behalf or his/her organization that the organization will comply with the General Conditions and Special Conditions in its subcontract with Lane County. The organization will also comply with all applicable federal, state, county and local statues, rules and funding criteria governing service, facilities and operations. Finally, the organization will submit all required reports, documents and forms within the allotted time for their submission.

The undersigned, as applicant, declares that he/she has carefully examined the specifications and requirements of the Lane County Request for Proposal packet and that applicant agrees, if the proposal is accepted, that applicant will contract with Lane County to furnish the services as specified, in accordance with the proposal offered here.

The Applicant hereby certifies that he/she is a resident bidder as defined in ORS 279A.120, of the state of Oregon.

By initialing this space _____ applicant hereby certifies that he/she has not discriminated against minority, women, or emerging small business enterprises in obtaining any required subcontracts. By initialing this space ____ applicant hereby certifies that to the best of applicant’s knowledge, he/she is in compliance with all the Oregon tax laws described in ORS 305.380(4).

The applicant represents that the proposal is in all respects fair and without collusion.

Signature

Date

Julie Tovsen/HR Manager
Printed or Typed Name and Title

VersaLogic Corporation
Printed or Typed Agency Name

Subscribed and sworn to before me this _____, day of _____ 200__.

by _____

Notary Public for the state of _____. My commission expires.