

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is entered into on the 15th day of Aug., 1992, by and between:

Planning Commission Training Team
365 NW Blaine Lane
Gresham, Oregon 97030

"PCTT"

City of Newberg
414 East First Street
Newberg, Oregon 97132

"City"

RECITALS

1. The City of Newberg Planning Commission is made up of nine members. Three new members were appointed in May of 1992. Three additional members were appointed in January 1991. Based on the high percentage of relatively new commission members, training in making land use decisions is needed.
2. The Planning Director is familiar with the work and professional experience of the members of the Planning Commission Training Team (PCTT). The Director has determined that PCTT is fully qualified to conduct training for the City Planning Commission and, therefore, the Director wishes to contract with PCTT to conduct a training session.

NOW, THEREFORE, the Parties agree as follows:

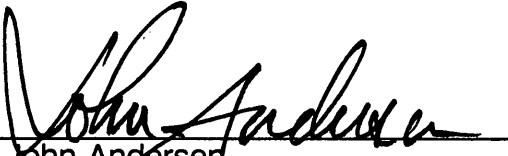
1. **Scope of Work.** The City employs PCTT to accomplish the scope of work set out in Exhibit A and by this reference Exhibit A is hereby incorporated. The time for conducting the training session shall be September 17, 1992 as agreed upon by the City Planning Director and PCTT.
2. **Compensation.** PCTT agrees to complete the work outlined in the Scope of Work for a fixed fee of \$475.00. Payment of the contract will be upon completion of training session.
3. **Termination of Agreement.** Either party may terminate the agreement by giving written notice at the above-stated addresses to the other party. PCTT shall upon termination submit all work accomplished to the City and such work product shall be the property of the City.
4. **Miscellaneous.** PCTT waives any right to Workers' Compensation, Unemployment Benefits, and understands any employee tax or other income tax withholding shall be the responsibility of PCTT. PCTT shall indemnify and hold harmless the City of Newberg against any claim by its employees or representatives for Workers' Compensation,

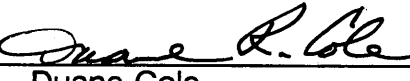
Unemployment Benefits, employee tax withholding, and income tax withholding. Further, PCTT shall defend and indemnify the City against any liability or claim arising from the use of PCTT private automobiles in traveling to and from job or during project.

IN WITNESS HEREOF, the parties have affixed their signatures below.

For PLANNING COMMISSION TRAINING TEAM

For the CITY OF NEWBERG

By: 
John Andersen

By: 
Duane Cole
City Manager

Dated: August 15, 1992

Dated: Aug 14, 1992

G-19-92.CON

EXHIBIT A SCOPE OF WORK

I. PURPOSE

The purpose of this training workshop will be to educate the Planning Commission regarding communications and meeting facilitation, and to assist them to improve their decision-making process.

II. TASKS

- A. Telephone interviews with the Planning Director, City Manager, and Planning Commission chair to refine the costs of training and identify Commission needs.
- B. Training and facilitation of a 2 to 3 hour Planning Commission workshop during which the Commission will receive training on effective communication, meeting facilitation, and the public decision-making process. Emphasis will be given to decision-making skills and the ability to solve problems in a group setting.