

APPENDIX B: RECOMMENDED NOIs FOR PUBLIC BENEFIT CONVEYANCE

Homeless Service Provider: Agape House

Homeless Service Provider: CAPECO

Public Benefit Conveyance: ODOT - Easement

Public Benefit Conveyance: ODOT - Staging

Public Benefit Conveyance: Port of Morrow – Available on request

Public Benefit Conveyance: Port of Umatilla – Available on request

(Note: The Ports have chosen to reserve this option as a secondary recommendation for land conveyance should the recommendation for an Economic Development Conveyance not be accepted by the Department of Defense).

EXHIBIT E: NOI - Homeless Service Provider: Agape House



P.O. Box 1723
500 Harper Road
Hermiston Oregon 97838
(541) 567-8774 Voice
(541) 289-0049 Fax
(Agapehouse@eotnet.net)
WWW. Hermistonagapehouse.org

November 25, 2009

Kim Swentik
Executive Administrator
Dana Mission Support Team
P O Box 1059
500 Willamette Ave
Umatilla OR 97882

Dear Ms. Swentik

I respectfully submit the attached NOI application on behalf of the board, volunteers and clients of Agape House. Agape House is a nonprofit 501(c)(3) organization, dedicated to helping feed, clothe, and shelter the less fortunate in our area which includes western Umatilla and Morrow Counties.

Since 1986, Agape House has been providing services for homeless residents in our area. These services include emergency food boxes, clothing and other items.

We are seeking office equipment, office supplies, office furniture, material handling equipment, mechanical tool, and wood working tools. These items will be used by Agape House to improve are ability to serve those in need.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Hughes", with a long horizontal flourish extending to the right.

Dave Hughes
Executive Director

Umatilla Army Depot Reuse Authority

NOTICE OF INTEREST
HOMELESS ASSISTANCE SERVICE PROVIDER
APPLICATION

Name of Organization: Eastern Oregon Mission Inc. DBA Agape House

Street Address: 500 Harper Road P O Box 1723

City / County / State / Zip: Hermiston Yamhill Oregon 97838

Phone Number / Fax Number: 541-567-8774 541-289-0049

Year Organization Formed: 1986

Required NOI Sections

The following information is required for all NOIs except as specifically noted. The LRA may require submittal of additional information if determined to be reasonably necessary to evaluate the proposed homeless assistance program.

Pursuant to Federal law, the LRA may not release to the public any information regarding the capacity of the representative of the homeless to carry out its program, a description of the organization, or its financial plan for implementing the program, without the consent of the representative of the homeless concerned, unless such release is authorized under Federal law and under the law of the State and communities in which the installation concerned is located. The identity of the representative of the homeless may be disclosed.

1. Homeless Assistance Program Description

Describe the specific homeless assistance program that you propose to carry out.

This description should include:

- a. A description of the population to be served.
- b. The projected number of individuals and/or households to be housed and/or served at any given time and over the course of a year.
- c. The type of housing to be provided including the specific proposed reuse of the properties or facilities.
- d. A description of the services to be offered by the program, such as supportive services, job and skills training, employment programs, emergency shelters, transitional or housing with no established limitation on the amount of time of residence, food and clothing banks, treatment facilities, or other activities that meet homeless needs and fills a gap in the community. Also describe specific proposed staffing including numbers of staff, and staff roles.

Type your response in the box below. (The box will expand to accommodate all text.)

Agape House has been providing assistance to residents of Western Umatilla and Morrow counties. Assistance consists of help with food, clothing and other basic needs. Many of these residents are homeless. We serve approximately 700 families each month and of this number we estimate 70 family units are homeless. We provide services each month. Therefore we estimate we provide 840 units to homeless residents.

2. Program Need

Describe the need for the proposed program.

Type your response in the box below. (The box will expand to accommodate all text.)

The need for our emergency programs is documented by the historical use of the programs by the homeless in our area.

3. Coordination

Describe the extent to which the proposed program is now or will be coordinated with other homeless assistance programs in the vicinity of the UMCD; and how you will coordinate your efforts with other existing or proposed programs for low-income or other persons with needs overlapping those of the target population in the vicinity of the UMCD.

Type your response in the box below. (The box will expand to accommodate all text.)

Agape House has a history of working with other organizations in the area to best serve our residents in need. This includes Domestic Violence Services, Schools, Churches and other food banks. In February 2009 Agape House was awarded the 2009 Rural Oregon Award of Excellence for Collaboration.

4. Property and Facility Requirements

Describe information about the physical requirements of the program, including a description of the type of facilities, property or other resources that are necessary to carry out the proposed program and the suitability of the property for services contemplated. This description shall include:

- a. The facility needs of the program, such as type and size of building or buildings, including square footage, number of floors, number of housing units, offices or other developed space, accessibility features, etc. If a range of size, number of floors, square footage, or units is acceptable, provide a minimum and a maximum acceptable number.
- b. If you have identified specific property and/or buildings at the UMCD that you believe meet the above described requirements and are requesting these properties or buildings specifically, provide an identifying description of the specific property/properties and/or buildings.

Type your response in the box below. (The box will expand to accommodate all text.)

Agape House is in the need of office equipment, office furniture, material handing equipment (forklift, pallet jacks, etc), mechanical tools, and word working tools.

These items will allow us to better serve our clients.

5. Financial Plan

This section should include a description of the financial plan for the development and operations of the housing or program. This section should include the following information:

- a. For housing programs, the financial plan should include a start-up budget and a 5-year operating budget, including all maintenance costs. If the operating budget relies on revenue other than tenant rents, the budget should indicate the other sources of revenue and whether these are confirmed or anticipated.

Type your response in the box below. (The box will expand to accommodate all text.)

The operational cost and upkeep of these items is small and is include in our operational budget.

6. Timing

This section should present the anticipated time between when you might receive a requested property, facility, or other assistance requested and your ability to open or operate the proposed program. This should include:

- a. For housing programs and for service programs that are proposing to rehabilitate a facility, the number of months between possible receipt of the requested property, facility or other assistance and start of construction, and from start of construction to occupancy. This should include detail to support this response, including the time frame for anticipated notification of required funding, completion of predevelopment activities, receipt of permits, and all other major development milestones.

Type your response in the box below. (The box will expand to accommodate all text.)

Since our programs are ongoing, these question is not applicable.

7. Organizational Capacity and Experience

Describe your organizational structure and capacity, prior experience, and qualifications of your organization proposing to carry out the program. This section must include

- a. The mission and purpose for which your organization was founded, its current size and structure and mission, and its length of time in operation.
- b. A description of the primary programs for homeless people operated by your organization, including how long each program has operated, the primary funders of each program or service, the target populations served, services provide and the primary outcomes of the programs.

Type your response in the box below. (The box will expand to accommodate all text.)

Eastern Oregon Mission, Inc. DBA Agape House is a 501(c)(3) organization established in 1986. Our mission is to feed, clothe, and shelter those in need and to proclaim the Gospel of Jesus Christ in words and actions. It is both an evangelical and service outreach from the local Christian community. We have an 11 person board of directors. We have a 5 person paid staff and have over 75 volunteers.

Agape House was organized in 1986 and has been serving the community continually. Our client numbers and programs have grown each year. Dave Hughes, the executive director has been with Agape House for 7 years. During this time Agape House undertook and completed a \$700,000 capital campaign. The results of this campaign is the current facility on Harper Road. During the past year, Agape House added a storage building fencing and other capital improvements.

The items we are requesting will allow us to continue to provide basic need services to our clients. These services include food boxes, clothing, and bedding. These programs have been operating since 1986. Programs are funded by general donations from the community.

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8. Supp

In addition to the sections described above, provide a copy of the following documents:

- a. The organizations operating budgets for the previous full year and current fiscal year.
 - b. A copy of the most recent audited financial statement.
 - c. In the case of a service program operator, a brief description of all programs currently operated by the organization, including the length of operation, size of program/project budget and primary funding sources. You may include a program brochure(s) in this section if it is useful to reviewers to understanding the programs.
 - d. A list of your Board of Directors with affiliations and contact information.
 - e. A resolution from the Board of Directors approving the submission of the NOI package.
-

Application Submission Checklist

Each submission should include:

- A signed cover letter summarizing the application (see Section II in packet)
- A complete NOI application form
- Supporting documentation (see Section 8 in application)

The LRA reserves the right to request additional information or documentation to fully evaluate your application.

Applicants should submit one (1) original and five (5) copies of the entire NOI packet, excluding the Supporting Documentation and Appendices listed in Section 8 of the application. Only one complete set of supporting documentation is required.

NOIs may be submitted clipped or in binders but should not be bound in such a way that they cannot be disassembled. Please page number all submissions.

NOIs must be submitted no later than 5 p.m. PDT on November 23, 2009. The application packets must be submitted in person or via postal mail or delivery. Faxed or electronic copies will not be accepted. NOIs received after the deadline will not be considered.

Notices of Interest should be submitted to:

Kim Swentik
Executive Administrator
Dana Mission Support Team
PO Box 1059 / 500 Willamette Ave
Umatilla, OR 97882

Documents identified as For Official Use Only have been removed
for website posting.

EXHIBIT F: NOI - Homeless Service Provider: CAPECO



COMMUNITY ACTION PROGRAM

EAST CENTRAL OREGON

721 S.E. 3rd, Suite D
Pendleton, OR 97801

541-276-1926 • 1-800-752-1139
FAX: 541-276-7541

November 18, 2009

Area Agency
on Aging

Community
Services

Housing

Weatherization

Workforce
Development

RSVP

Kim Swentik
Executive Administrator
Dana Mission Support Team
P.O. Box 1059
Umatilla, OR 97882

Dear Ms. Swentik;

It is with pleasure and enthusiasm that I submit a Notice of Interest Application Packet for Homeless Service Providers on behalf of Community Action Program of East Central Oregon (CAPECO).

As you will see in the packet information, CAPECO has been serving disadvantaged persons in Umatilla, Morrow, Gilliam and Wheeler Counties since 1987. Our success has been dependent on partnering with both state and federal governments along with local agencies with same or similar interests in the plight against poverty.

CAPECO has been very successful in securing competitive grants that address homelessness in rural communities. We have received funding for such activities from Oregon Housing and Community Services for the past twenty-two years. Recently, we have taken the lead role in developing a core group of partners to begin creating a local 10-Year Plan to End Homelessness. As a result of these efforts, the first public homeless event was held in Pendleton on October 20th. *Project Community Connect* provided over 160 homeless and at-risk homeless persons a myriad of services at one site.

As CAPECO continues to seek opportunities to enhance existing programs we also look at program gaps and unmet needs. When

placing a homeless individual or family into permanent housing the household often has little to no resources-financial or otherwise. CAPECO is requesting to secure two igloos for long-term storage and to secure household goods appropriate for families to utilize when establishing a residence. CAPECO anticipates utilizing secured grant sources to cover the overhead expenses of the storage units and distribution costs.

I hope you will find that the packet information meets the guidelines and your expectations. I look forward to hearing from you and answering any questions you may have.

Sincerely:

A handwritten signature in cursive script that reads "Donna Kinnaman". The signature is written in black ink and is positioned below the word "Sincerely:".

Donna Kinnaman
Community Services and Energy Executive Officer

Umatilla Army Depot Reuse Authority

NOTICE OF INTEREST
HOMELESS ASSISTANCE SERVICE PROVIDER
APPLICATION

Name of Organization: Community Action Program of East Central Oregon

Street Address: 721 SE 3rd Suite D

City / County / State / Zip: Pendleton, OR 97801

Phone Number / Fax Number: 541-276-1926/541-276-7541

Year Organization Formed: 1987

Required NOI Sections

The following information is required for all NOIs except as specifically noted. The LRA may require submittal of additional information if determined to be reasonably necessary to evaluate the proposed homeless assistance program.

Pursuant to Federal law, the LRA may not release to the public any information regarding the capacity of the representative of the homeless to carry out its program, a description of the organization, or its financial plan for implementing the program, without the consent of the representative of the homeless concerned, unless such release is authorized under Federal law and under the law of the State and communities in which the installation concerned is located. The identity of the representative of the homeless may be disclosed.

1. Homeless Assistance Program Description

Describe the specific homeless assistance program that you propose to carry out.

This description should include:

- a. A description of the population to be served.
- b. The projected number of individuals and/or households to be housed and/or served at any given time and over the course of a year.
- c. The type of housing to be provided including the specific proposed reuse of the properties or facilities.
- d. A description of the services to be offered by the program, such as supportive services, job and skills training, employment programs, emergency shelters, transitional or housing with no established limitation on the amount of time of residence, food and clothing banks, treatment facilities, or other activities that meet homeless needs and fills a gap in the community. Also describe specific proposed staffing including numbers of staff, and staff roles.

Type your response in the box below. (The box will expand to accommodate all text.)

CAPECO currently serves both homeless and at-risk homeless populations including individuals and families. Secured funding allows CAPECO to place in excess of 100 households in permanent housing over the course of a year including a target of twenty two households deemed as chronically homeless. A minimum of six different grant sources are utilized to provide rent-based subsidies and intensive case-management services.

Utilizing the HUD housing chart as a reference tool in placing homeless families and individuals, the agency's case managers utilize multiple sites throughout the service area to link homeless families and individuals to services via emergency food and lodging, domestic violence shelters and to housing opportunities based on the needs of the household.

CAPECO has a total of three full time case managers who provide one-one-once case management services. Services include but are not limited to budget planning, goal setting and connection and referrals to local area services. The case managers also provide screening services for the newly developed partnership with Medical Teams International to provide dental services.

CAPECO works in tandem with households to increase their social and financial resources. CAPECO coordinates with the local employment department and Workforce Initiative Act to assist household in becoming employed and or to increase their earning power. CAPECO also works with households who are in the process of applying for disability through the Social Security Administration and with the local Housing Authority by helping them track the progress of their application and in completing all the paperwork necessary to be determined as eligible.

CAPECO currently operates on a *Housing First* system whereas; homeless individuals and families are placed in permanent housing, in the open-stock housing market, with supportive services.

When placing homeless individuals and families into permanent housing the need for basic household items is evident. Most households lack the basic items such as furniture, bed stuffs and kitchenware. Although CAPECO seeks opportunities and partners with local thrift

stores to secure items not all items are available at time of placement. It is with this in mind that CAPECO seeks to secure two of the igloos and any household furniture and household items on the base. The igloos would serve as long-term storage for donated goods, with goods being distributing when the need is identified. By having a secured location, CAPECO could seek and accept donations for years to come and continue to meet an unmet need in our community.

2. Program Need

Describe the need for the proposed program.

Type your response in the box below. (The box will expand to accommodate all text.)

CAPECO serves as the lead agency, conducting and collecting statistics for the State of Oregon's One Night Shelter Count. According to the last poll Morrow County has a total homeless population of 57 households/150 persons with Umatilla County at 77 households/109 persons. Primary causes of homelessness include unaffordable rents (lack of affordable housing), unemployment (or underemployment) and a combination of drug/alcohol factors as well as criminal indicators.

Currently, CAPECO serves over 100 households within the *Housing First* module throughout the course of year however; this number only indicates a service and not a need. The need is believed to be much higher than the One Night Shelter Count and the agency's service statistics. Regardless of the "official" need, CAPECO's philosophy is to change one household's circumstance at a time. With this viewpoint it is believed that a holistic approach in serving homeless households as uniquely as possible with as many service options as available.

By securing a storage location and household goods it will enable the agency to provide basic household supplies and therefore provide the household the feeling of belonging as well as the basics of human comfort.

3. Coordination

Describe the extent to which the proposed program is now or will be coordinated with other homeless assistance programs in the vicinity of the UMCD; and how you will coordinate your efforts with other existing or proposed programs for low-income or other persons with needs overlapping those of the target population in the vicinity of the UMCD.

Type your response in the box below. (The box will expand to accommodate all text.)

CAPECO is an active member of the local continuum addressing homelessness. Meetings are held monthly with a variety of local partners. Those agencies include: The Salvation Army, Department of Human Services, Eastern Oregon Center for Independent Living, Domestic Violence Services, Head Start, Lifeways, Umatilla Morrow Alternatives, CARE Program, Parent Mentor Program-in partnership with Department of Human Services and Eastern Oregon Alcoholism Foundation, Veteran Services, and St. Anthony's Hospital.

CAPECO will continue to seek, support and facilitate ongoing collaboration with the agencies identified above as well as garner new agencies to the table who provide services to the same population.

CAPECO has initiated a core group of service providers to develop a local 10-Year Plan to End Homelessness. The plan includes, among other things, a formalized process with local agency providers to create and ensure a seamless delivery system with a full complement of services.

4. Property and Facility Requirements

Describe information about the physical requirements of the program, including a description of the type of facilities, property or other resources that are necessary to carry out the proposed program and the suitability of the property for services contemplated. This description shall include:

- a. The facility needs of the program, such as type and size of building or buildings, including square footage, number of floors, number of housing units, offices or other developed space, accessibility features, etc. If a range of size, number of floors, square footage, or units is acceptable, provide a minimum and a maximum acceptable number.
- b. If you have identified specific property and/or buildings at the UMCD that you believe meet the above described requirements and are requesting these properties or buildings specifically, provide an identifying description of the specific property/properties and/or buildings.

Type your response in the box below. (The box will expand to accommodate all text.)

CAPECO will continue placing homeless individuals and families in permanent housing utilizing the open-stock housing market. The use of two igloos for permanent long-term storage is being requested to allow CAPECO to seek, secure, and store household goods for those households transitioning from homelessness to permanent housing.

In addition to securing two igloos CAPECO also seeks to secure any and all household goods appropriate for independent living quarters such as couches, chairs, tables, lamps, bed frames, mattresses, dressers, linens, plates, cups, silverware, etc.

5. Financial Plan

This section should include a description of the financial plan for the development and operations of the housing or program. This section should include the following information:

- a. For housing programs, the financial plan should include a start-up budget and a 5-year operating budget, including all maintenance costs. If the operating budget relies on revenue other than tenant rents, the budget should indicate the other sources of revenue and whether these are confirmed or anticipated.

Type your response in the box below. (The box will expand to accommodate all text.)

CAPECO will cover operational expenses through the agency's Emergency Housing Account to pay for utility expenses, insurance and other such storage costs. Since the igloos will be used for storage only, CAPECO anticipates minimal overhead costs. The Emergency Housing Account allows for expenses in support of housing and homeless services and has been a mainstay of revenue for the agency for over 15 years. The current revenue has been granted to CAPECO in the amount of \$96,826 and it is a secured source of funding from Oregon Housing and Community Services.

In addition to the Emergency Housing Account, CAPECO will pursue other revenue streams to support the costs of warehousing goods including applications to foundations, grants and other support-based opportunities.

6. Timing

This section should present the anticipated time between when you might receive a requested property, facility, or other assistance requested and your ability to open or operate the proposed program. This should include:

- a. For housing programs and for service programs that are proposing to rehabilitate a facility, the number of months between possible receipt of the requested property, facility or other assistance and start of construction, and from start of construction to occupancy. This should include detail to support this response, including the time frame for anticipated notification of required funding, completion of predevelopment activities, receipt of permits, and all other major development milestones.

Type your response in the box below. (The box will expand to accommodate all text.)

CAPECO is seeking to secure two igloos, for long-term storage, and appropriate household goods. CAPECO is prepared to take possession of the igloos and goods upon immediate notification from the Umatilla Army Depot. Goods can be transferred to the storage facility and release of goods to permanently placed households can begin immediately.

7. Organizational Capacity and Experience

Describe your organizational structure and capacity, prior experience, and qualifications of your organization proposing to carry out the program. This section must include

- a. The mission and purpose for which your organization was founded, its current size and structure and mission, and its length of time in operation.
- b. A description of the primary programs for homeless people operated by your organization, including how long each program has operated, the primary funders of each program or service, the target populations served, services provide and the primary outcomes of the programs.

Type your response in the box below. (The box will expand to accommodate all text.)

CAPECO's mission is to "assist people to become independent, healthy and safe". CAPECO envisions the success of every youth, adult and senior to eliminate poverty and promote independence through education, employment and the sharing of resources that move individuals from surviving to thriving.

CAPECO was incorporated in October 1987, with a defined service area of Umatilla, Morrow, Gilliam, and Wheeler Counties and has a tax exemption ruling from the Internal Revenue Services as evidenced by a 501(c)(3) Certificate from the IRS dated August 1992. Articles of Incorporation and Bi-Laws were filed in October 1987 and the bi-Laws were amended in February 2001.

CAPECO adheres to General Accepted Accounting Principles and performs a standard comprehensive, consolidate audit in accordance with IRS A-133 annually. CAPECO's financial system can be described as a system which accumulates revenues and expenses by source of

funds (contracts, grants, income generating services, etc.). The emphasis on accumulating revenue and expenses by source of funds enable management to monitor spending levels for each source of funds and facilitate the preparation of financial reports to various funding agencies as may be required. CAPECO adheres to the agency's Financial Policy and Procedures Manual which outlines procedures detailing the approved transaction flow and details a listing of approved segregation of duties.

CAPECO has served low-income and disadvantaged populations for the past twenty two years through the creation and maintenance of many partnerships with regional communities and entities including social service agencies, government, private businesses and financial institutions. The organization itself is comprised of four major departments – Area Agency on Aging, Community Services and Energy, Enterprise Development, and Workforce Development.

With approximately 65 paid employees, each department is responsible for their unique delivery of services within the organization. The Executive Officers of Area Agency on Aging, Community Services and Energy, and Workforce Development oversees the specific operations of their department and each of the three serve as the agency director. All report to the Board of Director's collectively for overall agency matters and independently for their respective departments.

The agency's homeless services fall within the Community Services and Energy Department. Currently, the agency receives funding from Oregon Housing and Community Services from the following grants-specifically dollars to house homeless in permanent housing: Community Services Block Grant American Recovery and Reinvestment Act (homeless, at-risk of homelessness and foreclosure prevention), Continuum of Care (homeless and chronically homeless), Home Tenant-Based Assistance Program, Homeless Prevention Rapid Re-Housing Program (homeless and at-risk), Housing Stabilization Program (homeless or at-risk of homelessness for families with dependent children), and the Low-Income Rental Housing Fund. The Emergency Housing Account is also utilized to support housing and homeless activities.

CAPECO has administered the Home Tenant-Based Assistance Program, the Housing Stabilization Program and the Low-Income Rental Housing Fund from the inception of the programs in 1992. CAPECO has been successful in securing Continuum of Care, a competitive national grant, for the past six years. The Community Services Block Grant-American Recovery and Reinvestment Act and the Homeless Prevention Rapid Re-Housing Program are newly created programs in response from United States Government regarding the local economic difficulties.

All activities and outcomes are tracked by utilizing the Homeless Management Information System. A complete and comprehensive assessment is completed at the time of program entry and at the time of exit. All homeless programs are designed and intended to move households from a crisis situation to stability.

For Official Use Only

8. Supp

In addition to the sections described above, provide a copy of the following documents:

- a. The organizations operating budgets for the previous full year and current fiscal year.
 - b. A copy of the most recent audited financial statement.
 - c. In the case of a service program operator, a brief description of all programs currently operated by the organization, including the length of operation, size of program/project budget and primary funding sources. You may include a program brochure(s) in this section if it is useful to reviewers to understanding the programs.
 - d. A list of your Board of Directors with affiliations and contact information.
 - e. A resolution from the Board of Directors approving the submission of the NOI package.
-

Application Submission Checklist

Each submission should include:

- A signed cover letter summarizing the application (see Section II in packet)
- A complete NOI application form
- Supporting documentation (see Section 8 in application)

The LRA reserves the right to request additional information or documentation to fully evaluate your application.

Applicants should submit one (1) original and five (5) copies of the entire NOI packet, excluding the Supporting Documentation and Appendices listed in Section 8 of the application. Only one complete set of supporting documentation is required.

NOIs may be submitted clipped or in binders but should not be bound in such a way that they cannot be disassembled. Please page number all submissions.

NOIs must be submitted no later than 5 p.m. PDT on November 23, 2009. The application packets must be submitted in person or via postal mail or delivery. Faxed or electronic copies will not be accepted. NOIs received after the deadline will not be considered.

Notices of Interest should be submitted to:

Kim Swentik
Executive Administrator
Dana Mission Support Team
PO Box 1059 / 500 Willamette Ave
Umatilla, OR 97882

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for website posting.

EXHIBIT G: NOI – Public Benefit Conveyance: ODOT - Easement



Oregon

Theodore R. Kulongoski, Governor

Department of Transportation

Region 5 - Right of Way Section

3012 Island Ave

La Gande, OR 97850-9497

(541) 963-7552

(541) 962-9819

File Code:

October 22, 2009

NOI Request
PO Box 1059 / 500 Willamette Ave
Umatilla, Oregon 97882
ATT: Kim Swentik

The Oregon Department of Transportation is requesting the transfer of a section of property that is currently owner by the Department of the Army that Interstate – 82 crosses. The Oregon Department of Transportation currently has an Easement in place with the Army that allows the Interstate to cross the Army property.

The Department of Transportation in partnership with Federal Highway Administration (FHWA) will be requesting perfection of title in fee for the portion of property that Interstate – 82 crosses.

Documentation of the Easement has been included along with the NOI application. Please contact Janie Olson, Program Support Manager with ODOT Right -of- Way section if you have any questions. Janie's phone number is listed on the NOI application.

Joseph A. Gray
Region 5 Right-of-Way/Survey Manager

RECEIVED

By Kim Swentik at 9:34 am, Nov 03, 2009



Umatilla Army Depot Reuse Authority
(UMADRA)

NOTICE OF INTEREST (NOI)
APPLICATION GUIDE
FOR PUBLIC BENEFIT CONVEYANCES
(PUBLIC AGENCIES)

Required NOI Sections

The following information is required for all Public Benefit Conveyance NOIs except as specifically noted. Sponsoring Federal agencies may require additional information and should be consulted in preparing the NOI. The LRA may require submittal of additional information if determined to be reasonably necessary in order to evaluate fully the application.

1. Organizational Profile

Legal Name of Organization: Oregon Department Of Transportation

Street Address: 355 Capitol Street NE-Room 420

City / County / State / Zip: Salem, Oregon 97301-3871

Phone Number / Fax Number: (503) 986-3651 Fax (503) 986-3625

Name/Title of Contact Person: Janie Olson, Program Support Manager

Name/Title of person(s)
authorized to complete
purchase and/or execute any
lease agreements. Dee Jones, State Right – of – Way Manager

Type of Entity:
(state, political sub-division of state,
private non-profit, tax exempt) State, Highway Division.

2. Proposed Program

Describe the proposed use of the property or building, the need for the proposed program, and the time required to commence the proposed program.

Type your response in the box below. (The box will expand to accommodate all text.)

A portion of Interstate 82 is on Umatilla Depot Land by Easement at this time and Oregon Department of Transportation would like to have the land in Fee ownership not an easement. I have attached a copy of the easement with the Army for your review. We will be working with FHWA on this request.

Provide the following:

- a. The need to expand existing facilities.
- b. Identify any anticipated expansion of services that may result from improvement of facilities for the proposed program, as applicable.
- c. Identify whether the need for the proposed program is a result of the requirement to meet or comply with established state standards.
- d. Where appropriate, include a statement that applicant does not currently possess real estate suitable for the proposed program.

Type your response in the box below. (The box will expand to accommodate all text.)

NA to all of these.

3. Building or Property Necessary to Carry out Program

- a. A narrative description of requested facilities, land, buildings, improvements, easements, and related equipment. (Describe by building number and include an illustrative map).
- b. Are you requesting a deed transfer or would you agree to the Redevelopment Authority owning the property and building and leasing such properties to you?
- c. Indicate what land use and zoning requirements or entitlements are necessary to implement the Proposed Program in and around the buildings and property requested.
- d. Indicate whether existing buildings will be used, and describe any new construction or rehabilitation that is anticipated on the requested property necessary for program implementation.

Type your response in the box below. (The box will expand to accommodate all text.)

- A. NA
 - B. We will be requesting a Deed transfer for property listed in attached Easement.
 - C. NA
 - D. NA

4. Organizational Capacity

Describe your past performance and experience operating programs similar to those proposed.

Type your response in the box below. (The box will expand to accommodate all text.)

5. Financial Plan

Information in this section will not be released to the public without the written consent of the applicant.

Prepare and attach a financial plan for the specific building, property and/or program requested which shall include:

- a. A development proforma that identifies estimated costs associated with ensuring that buildings and property can be used for the proposed program. These costs shall include the cost of any needed construction to comply with local building codes, ADA requirements, and to bring properties into conformance with design standards envisioned in the Reuse Plan. Show the costs of any proposed improvement and costs associated with securing needed utility services. Soft costs such as architectural/ engineering services, survey work, title services, legal services and government permit fees shall also be identified. In addition, any financing costs for said improvements shall be identified. A schedule for completion and financing of all improvements shall be provided.
- b. A five (5) year projected operating cash-flow analysis for the program which shall include: annual gross income (with sources of all income and revenue producing operations for the program identified), a complete breakdown of expenses.
- c. Provide a detailed statement of the source of anticipated funding to establish the program operations, including a statement that funds are currently available for expenditure to carry out the proposed program. If the proposed program contemplates major development costs and funds are not currently available, identify

- plans and sources of funds to carry out the proposed program and development.
- d. Indicate whether the applicant is receiving federal, state or local grants or subsidies for programs they provide. If so, what percentage of total organization revenues relies on these grants?

6. Supporting Documentation/Appendices

In addition to the sections described above, provide a copy of the following documents:

- a. A copy of the legal authority permitting the persons listed in the Organizational Profile section to complete this transaction.
- b. If applicant is a private not-for-profit entity, attach a copy of the IRS recognition of its Section 501(c)(3) exemption status.
- c. A copy of the document showing statutory or legal authority under which the application is authorized by law to acquire and hold title to property or to lease property.
- d. A copy of current constitution/charter/by-laws or Articles of Incorporation as appropriate.
- e. An illustrative map indicating the requested buildings/property.
- f. The organization's operating budgets for the previous full year and current fiscal year.
- g. A copy of the most recently audited financial statement.
- h. A list of your Board of Directors with affiliations and contact information.
- i. A resolution from the Board of Directors approving the submission of the NOI package.

EASEMENT AND RELINQUISHMENT OF ACCESS RIGHTS FOR A SECTION OF
THE NATIONAL SYSTEM OF INTERSTATES AND DEFENSE HIGHWAYS
UMATILLA DEPOT ACTIVITY, HERMISTON, OREGON

R 110 PAGE 996

No. DACA67-2-82-137

The United States of America, acting by and through the SECRETARY OF THE ARMY, under and by virtue of the authority of Title 10, U.S. Code, Section 2668, having found that the granting of this easement will not be against the public interest, and in furtherance of Title 23, U.S. Code, Section 107(d), hereby grants to the STATE OF OREGON, Department of Transportation, Highway Division, hereinafter designated as the grantee, an easement for a right-of-way for a controlled-access highway, as a part of the National System of Interstate and Defense Highways, on, over, across, in and upon lands of the United States which are a portion of the Umatilla Depot Activity, Hermiston, Oregon, as shown on the map marked Exhibit "A," and more particularly described on Exhibit "B" both of which exhibits are attached hereto and made a part hereof, together with all abutters' existing, future, or potential rights of access to, from and between the right-of-way of the public way known as Interstate Highway No. I-82 and the remaining lands of said reservation, except for such rights as may be hereinafter specifically reserved in this instrument.

THIS EASEMENT is granted subject to the following provisions and conditions:

1. That the grantee shall, at all times, maintain said highway in good condition and shall promptly make all repairs thereto needed to preserve a smooth-surface highway.
2. That any property of the United States damaged or destroyed by the grantee incident to the use and occupation of the said premises shall be promptly repaired, replaced or relocated by the grantee, to the satisfaction of the local representative of the DEPARTMENT OF THE ARMY, and in accordance with plans and specifications approved, in advance, by said officer, or, in lieu of such repair, replacement or relocation, the grantee shall, if so required by said representative, pay to the United States, money in an amount sufficient to compensate for the loss sustained by the United States by reason of damages to, or destruction of, United States property.
3. a. That the United States reserves the right to construct, from time to time, grade separation crossing structures or pedestrian crossing structures over or under the controlled-access highway, at such points as it may deem necessary; provided, that such structures shall be constructed in accordance with standards for the National System of Interstate and Defense Highways, approved by the Department of Transportation, Bureau of Public Roads. The United States also reserves the right to cross over and/or under the right-of-way hereby granted with utility lines and related facilities, provided, however, that such rights shall be exercised in accordance with regulations issued by the Secretary of Transportation and policies adopted by the Federal Highway Administrator.

RECORDED ON MAP
3-16-84 B.J.

b. That, during any emergency declared by the President or Congress of the United States, the United States shall have the right to enter and exit directly to and from said right-of-way from the abutting Government-owned land, including the right to construct temporary direct entrances and exits, crossings at grade, or substandard grade-separation structures, including acceleration and deceleration lanes; provided, that all such temporary facilities shall, subject to availability of appropriations, be removed within a reasonable time after official termination of the emergency.

4. That it is to be understood that this instrument is effective only insofar as the rights of the United States in the property over which the said highway is to be extended are concerned, and that the grantee shall obtain such permission as may be necessary because of any other existing rights.

5. That all, or any part, of such right-of-way herein granted may be terminated by the Secretary of the Army for failure to comply with any or all of the terms or conditions of this grant, or for nonuse for a two-year period, or abandonment of rights granted herein.

6. That termination shall be by written notice given to the grantee, or its successors or assigns. The termination shall be effective as of the date of such notice.

7. That no areas or facilities such as rest stops, weigh stations, etc., which will encourage or require motorists to stop in the vicinity of the installation shall be constructed.


8. That in order to maintain the security of the installation, boundary fences and patrol roads shall be moved before the start of construction by the grantee, and that the costs of relocating such boundary fences and patrol roads, as well as electrical transmission lines, will be borne by the grantee.

9. That the State of Oregon shall provide a hard-surfaced road connection from one of the existing gates on the eastern boundary fence of the Umatilla Depot Activity to a road providing access to the City of Hermiston.

10. That in connection with this grant of easement, and as authorized by the Act of Congress approved 23 October 1962 (40 U.S.C. 319), the Secretary of the Army, by separate instrument, is relinquishing such jurisdiction as he deems desirable over the easement area, to take effect upon acceptance thereof by the State of Oregon, in such manner as its laws may provide.

This easement is not subject to Title 10, United States Code, Section 2662.

IN WITNESS WHEREOF, I have hereunto set my hand by authority of the Secretary of the Army this 16th day of January, 1984.


GEORGE GREGORY MOEN
Chief, Real Estate Division
Seattle District, Corps of Engineers

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ACKNOWLEDGMENT

STATE OF WASHINGTON)
COUNTY OF KING)

BEFORE ME, VIVIAN L. KAY, Notary Public in and for said
State of Washington, on this 16th day of JANUARY, 1984,
personally appeared GEORGE GREGORY MOEN to me known to be the identical
person who subscribed his name to the foregoing instrument and acknowledged
to me that he executed the same by authority of the Secretary of the Army
as the free and voluntary act and deed of the United States of America for
the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official
seal the day and year first above written.

Vivian L. Kay
Notary Public
State of Washington
County of King

My Commission Expires:

October 10, 1986



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Umatilla Depot Activity
Hermiston, Oregon
I-82

Parcel 1

A parcel of land lying in the $W\frac{1}{2}$ of Sections 13 and 24 and in the $NW\frac{1}{4}$ of Section 25, Township 4 North, Range 27 East, W.M., Umatilla County, Oregon; the said parcel being that portion of said subdivisions lying northerly of the right of way of the Oregon-Washington Railroad and Navigation Company's main line and easterly of the following described line:

Beginning at a point opposite and 85 feet westerly of Engineer's Station "SB" 507+50 on the centerline of the southbound lane of the McNary Highway; thence southerly parallel with said centerline to a point opposite Engineer's Station "SB" 612+00; thence southwesterly in a straight line to a point opposite and 300 feet westerly of Engineer's Station "SB" 618+000 on said centerline; thence southwesterly in a straight line to a point opposite and 550 feet westerly of Engineer's Station "SB" 622+00 on said centerline; thence southeasterly in a straight line to a point opposite and 300 feet westerly of Engineer's Station "SB" 627+00 on said centerline; thence southerly in a straight line to a point opposite and 230 feet westerly of Engineer's Station "SB" 629+00 on said centerline; thence southwesterly in a straight line to a point opposite and 230 feet westerly of Engineer's Station "SE" 631+00 on said centerline; thence southwesterly in a straight line to a point opposite and 250 feet westerly of Engineer's Station "SB" 634+00 on said centerline; thence southeasterly at right angles to said centerline 125 feet; thence southwesterly in a straight line to a point opposite and 130 feet northwesterly of Engineer's Station "SB" 636+34.01 on said centerline; thence southwesterly in a straight line to a point opposite and 125 feet northwesterly of Engineer's Station "SB" 641+34.01 on said centerline; thence southwesterly parallel with said centerline to a point opposite Engineer's Station "SB" 649+00.

The centerline referred to herein is described as follows:

Beginning at Engineer's centerline Station "SB" 475+00, said station being 395.90 feet north and 1116.15 feet east of the northwest corner of the $NE\frac{1}{4}SE\frac{1}{4}$ of Section 12, Township 4 North, Range 27 East, W.M.; thence South $41^{\circ} 18'$ West 1638.34 feet; thence on a spiral curve left (the long chord of which bears South $40^{\circ} 38'$ West 399.98 feet) 400 feet; thence on a 5729.58 foot radius curve left (the long chord of which bears South $20^{\circ} 16' 30''$ West 3735.46 feet) 3805 feet; thence on a spiral curve left (the long chord of which bears South $0^{\circ} 05'$ East 399.98 feet) 400 feet; thence South $0^{\circ} 45'$ East 8324 feet; thence on a spiral curve right (the long chord of which bears South $1^{\circ} 45'$ West 499.62 feet) 500 feet; thence on a 1909.86 foot radius curve right (the long chord of which bears South $22^{\circ} 45'$ West 1052.86 feet) 1066.67 feet; thence on a spiral curve right (the long chord of which bears South $43^{\circ} 45'$ West 499.62 feet) 500 feet; thence South $46^{\circ} 15'$ West 1315.99 feet to Engineer's centerline Station "SB" 654+50.

EXCEPT therefrom that portion of said $NW\frac{1}{4}$ lying northerly of the right of way of the Oregon-Washington Railroad and Navigation Company's main line and southeasterly of the following described line:

EXHIBIT B

R 110 PAGE 1000

Beginning at a point opposite and 650 feet easterly of Engineer's Station "SB" 620+67.34 on said centerline; thence southwesterly in a straight line to a point opposite and 390 feet southeasterly of Engineer's Station "SB" 625+67.34 on said centerline; thence southwesterly in a straight line to a point opposite and 340 feet southeasterly of Engineer's Station "SB" 635+00 on said centerline; thence southwesterly in a straight line to a point opposite and 440 feet southeasterly of Engineer's station "SB" 643+00 on said centerline.

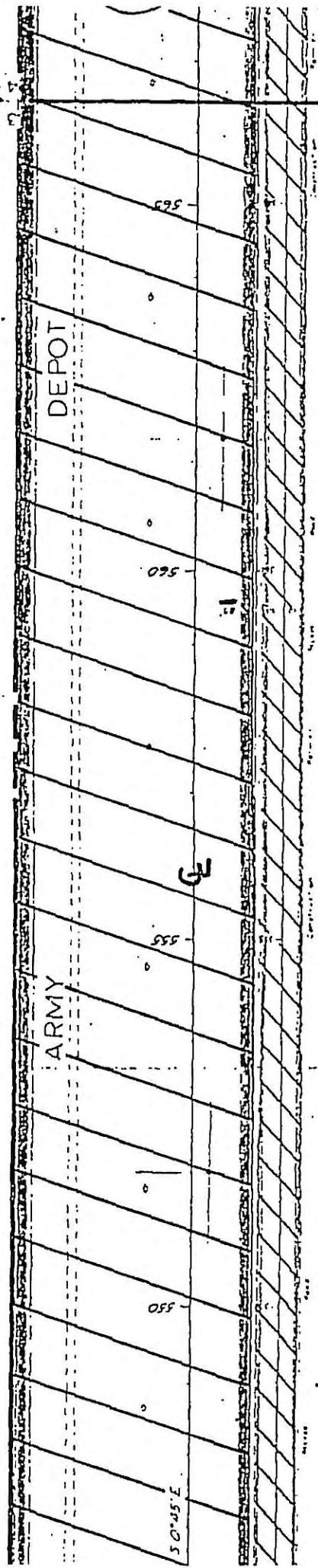
Bearings are based upon the Oregon Coordinate System, North Zone.

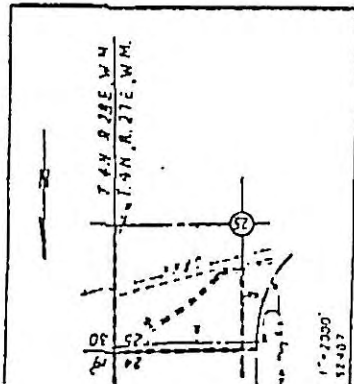
The parcel of land to which this description applies contains 108 acres, more or less.

Parcel 1 access Completely Restricted (to Highway). However, access will be allowed to the McNary Highway via the "DE" line.

T.4N,R27E,WM.
9B-18-15

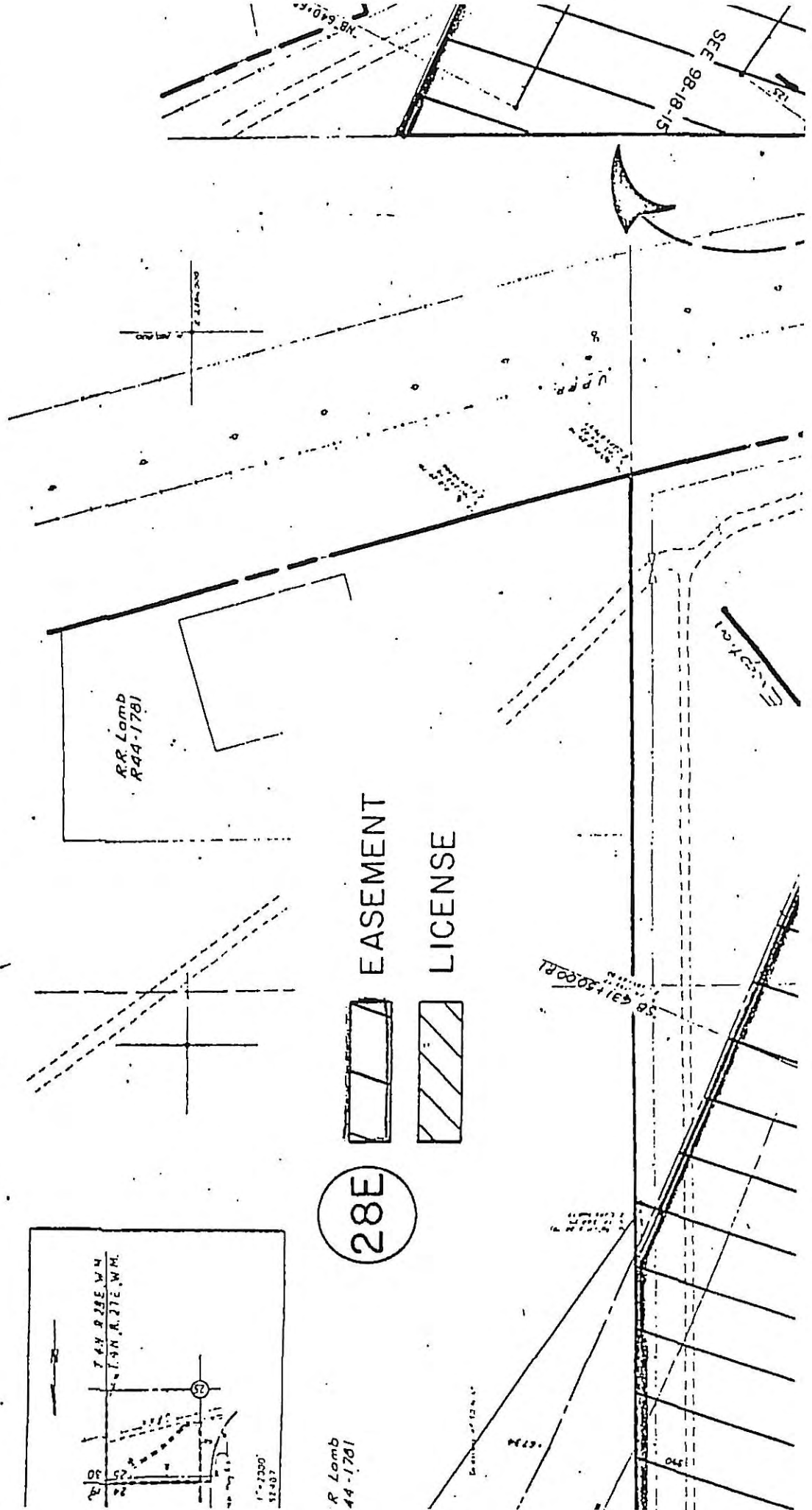
M Skinner
299-310





28E

R Lomb
44-1781



DEAN FOUQUETTE, SR.
COUNTY CLERK

INDEXED / 1984 FEB 21 P 1:26
PAGE 1

R110 PAGE 1013

STATE OF OREGON. }
COUNTY OF UMATILLA, } ss
I, J. Dean Fouquette, Sr., County Clerk,
certify that this instrument was received and
recorded

ON FEB. 21, 1984

at 1:26 o'clock P.M. in the record
of DEEDS of said County in

Book R-110 Page 996

J. DEAN FOUQUETTE, SR.
County Clerk

By Betty J. Brown Deputy
Fees \$67.00 No. 99444

Oregon State Highway Division
% R/W Section
119 Transp. Bldg.
Salem, OR. 97310

EXHIBIT H: NOI – Public Benefit Conveyance: ODOT - Staging



Oregon

Theodore R. Kulongoski, Governor

Department of Transportation

Region 5 - Right of Way Section

3012 Island Ave

La Gande, OR 97850-9497

(541) 963-7552

(541) 962-9819

File Code:

November 9, 2009

RECEIVED

By Kim Swentik at 10:38 am, Nov 13, 2009

NOI Request

P.O. Box 1059/500 Willamette Ave.

Umatilla, OR 97882

ATT: Kim Swentik

The Oregon Department of Transportation is requesting consideration for the fee transfer of property located in close proximity to exit 10 on I-82. The department is proposing using the area for interstate maintenance staging areas, stockpile sites, sand shed location and winter maintenance chemical storage.

Enclosed with this cover letter is a completed NOI application. Please feel free to contact George Ruby, District 12 Manager if you have any questions. George's phone number is listed on the NOI application.

Respectfully,

Stephanie Anderson,

Region 5 Right of Way Project Manager



Umatilla Army Depot Reuse Authority
(UMADRA)

NOTICE OF INTEREST (NOI)
APPLICATION GUIDE
FOR PUBLIC BENEFIT CONVEYANCES
(PUBLIC AGENCIES)

Required NOI Sections

The following information is required for all Public Benefit Conveyance NOIs except as specifically noted. Sponsoring Federal agencies may require additional information and should be consulted in preparing the NOI. The LRA may require submittal of additional information if determined to be reasonably necessary in order to evaluate fully the application.

1. Organizational Profile

Legal Name of Organization: Oregon Department of Transportation

Street Address: 1327 SE 3rd street

City / County / State / Zip: Pendleton, Umatilla, Oregon, 97801

Phone Number / Fax Number: (541) 276-1241 phone, (541) 276-5767 fax

Name/Title of Contact Person: George L. Ruby, District 12 Manager

Name/Title of person(s)
authorized to complete
purchase and/or execute any
lease agreements. Deolinda Jones, Right of Way Manager

Type of Entity:
(state, political sub-division of state,
private non-profit, tax exempt) Oregon State Department of Transportation

2. Proposed Program

Describe the proposed use of the property or building, the need for the proposed program, and the time required to commence the proposed program.

Type your response in the box below. (The box will expand to accommodate all text.)

Property to be used for Interstate Highway Maintenance and Operations activities. Property is adjacent to the junction of two Interstate Highways, I-84 and I-82. The tracts in question are in close proximity to the interchange at exit 10 on I-82, allowing for quick, safe access for interstate maintenance and operations activities.

The sites would be used for interstate maintenance staging areas, stockpile sites, Sand shed location and winter maintenance chemical storage. Usage and public benefit would begin immediately upon approval.

Provide the following:

- a. The need to expand existing facilities.
- b. Identify any anticipated expansion of services that may result from improvement of facilities for the proposed program, as applicable.
- c. Identify whether the need for the proposed program is a result of the requirement to meet or comply with established state standards.
- d. Where appropriate, include a statement that applicant does not currently possess real estate suitable for the proposed program.

Type your response in the box below. (The box will expand to accommodate all text.)

a. ODOT does not have a stockpile site or sand shed location in the area. Maintenance crews currently travel to use sites in Umatilla, Hermiston or Port of Morrow.

b. ODOT maintenance activities will be more efficient and cost effective. Winter maintenance activities will be more responsive resulting in a safer transportation system.

c. Storage and stockpile sites at this location will assist ODOT in meeting Level of Service standards for Interstate Highway maintenance, operations and Winter maintenance level of service.

- d. ODOT does not currently have a stockpile site or sand shed location in the area.

3. Building or Property Necessary to Carry out Program

- a. A narrative description of requested facilities, land, buildings, improvements, easements, and related equipment. (Describe by building number and include an illustrative map).
- b. Are you requesting a deed transfer or would you agree to the Redevelopment Authority owning the property and building and leasing such properties to you?
- c. Indicate what land use and zoning requirements or entitlements are necessary to implement the Proposed Program in and around the buildings and property requested.
- d. Indicate whether existing buildings will be used, and describe any new construction or rehabilitation that is anticipated on the requested property necessary for program implementation.

Type your response in the box below. (The box will expand to accommodate all text.)

- a. ODOT is requesting tracts # 3 and 29E as shown on project map.
- b. ODOT is requesting deed transfers.
- c. Land use and zoning requirements are Conditional Use permit for Highway Maintenance activities.
- d. No existing buildings are necessary. Future construction of an ODOT sand shed is anticipated for tract #3. No new construction is currently anticipated for tract # 29E.

4. Organizational Capacity

Describe your past performance and experience operating programs similar to those proposed.

Type your response in the box below. (The box will expand to accommodate all text.)

ODOT is the Oregon State Department of Transportation, providing a safe, efficient transportation system that supports economic opportunity and livable communities for Oregonians since 1913.

5. Financial Plan

Information in this section will not be released to the public without the written consent of the applicant.

Prepare and attach a financial plan for the specific building, property and/or program requested which shall include:

- a. A development proforma that identifies estimated costs associated with ensuring that buildings and property can be used for the proposed program. These costs shall include the cost of any needed construction to comply with local building codes, ADA requirements, and to bring properties into conformance with design standards envisioned in the Reuse Plan. Show the costs of any proposed improvement and costs associated with securing needed utility services. Soft costs such as architectural/ engineering services, survey work, title services, legal services and government permit fees shall also be identified. In addition, any financing costs for said improvements shall be identified. A schedule for completion and financing of all improvements shall be provided.
- b. A five (5) year projected operating cash-flow analysis for the program which shall include: annual gross income (with sources of all income and revenue producing operations for the program identified), a complete breakdown of expenses.
- c. Provide a detailed statement of the source of anticipated funding to establish the program operations, including a statement that funds are currently available for expenditure to carry out the proposed program. If the proposed program contemplates major development costs and funds are not currently available, identify plans and sources of funds to carry out the proposed program and development.
- d. Indicate whether the applicant is receiving federal, state or local grants or subsidies for programs they provide. If so, what percentage of total organization revenues relies on these grants?

6. Supporting Documentation/Appendices

In addition to the sections described above, provide a copy of the following documents:

- a. A copy of the legal authority permitting the persons listed in the Organizational Profile section to complete this transaction.
- b. If applicant is a private not-for-profit entity, attach a copy of the IRS recognition of its Section 501(c)(3) exemption status.
- c. A copy of the document showing statutory or legal authority under which the application is authorized by law to acquire and hold title to property or to lease property.
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- g. A copy of the most recently audited financial statement.
- h. A list of your Board of Directors with affiliations and contact information.
- i. A resolution from the Board of Directors approving the submission of the NOI package.

