

RESOLUTION NO. 3703

**A RESOLUTION ACCEPTING 1996-97 BENTON COUNTY SPECIAL TRANSPORTATION PROGRAM GRANT FUNDING AGREEMENT FOR THE LINN-BENTON LOOP TRANSIT SYSTEM.**


WHEREAS, Benton County has submitted the 1996-97 annual Special Transportation Fund funding support agreement for the Linn-Benton Loop Transit System; and

WHEREAS, the City of Albany is the service provider for the Linn-Benton Loop Transit System.

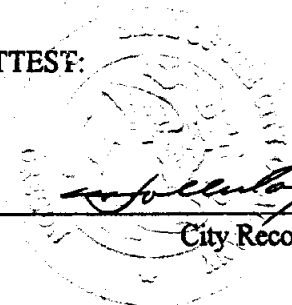
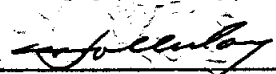
NOW, THEREFORE, BE IT RESOLVED that the City of Albany accepts the Benton County Special Transportation Fund funding support agreement in the amount of \$4,000 for operating expenses for the Linn-Benton Loop Transit System for fiscal year 1996-97; and

BE IT FURTHER RESOLVED that the City Council of the City of Albany, Oregon, accepts these funds and authorizes the City Manager to execute the agreement and conditions for their acceptance.

DATED THIS 23RD DAY OF OCTOBER 1996.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
  
\_\_\_\_\_  
City Recorder

**COUNTY OF BENTON  
SPECIAL TRANSPORTATION FUND  
GRANT FUNDS**

**CONTRACT PERIOD:** From July 1, 1996 to June 30, 1997

**NOTICE OF CONTRACT AWARD:** Under Authority of Oregon Revised Statutes 391.800 - 391.830, Oregon Administrative Rules Chapter 732, and Benton County Ordinances and Regulations applicable to this program, the following contract is awarded to:

**Linn-Benton Loop Transit System  
P.O. Box 490  
City of Albany, OR 97321**

<b>CONTRACTED SERVICE</b>	<b>CONTRACTED AMOUNT</b>
Operating:	\$4,000.00

The CONTRACTOR, also known as the provider agency, as an independent contractor, shall perform the necessary services as described herein. CONTRACTOR agrees to prepare and furnish such reports and data as may be requested by the COUNTY. Both CONTRACTOR and COUNTY are bound by applicable Federal Statutes and Regulations, Oregon Statutes and Administrative Rules and Benton County Ordinances and Regulations. Both the COUNTY and CONTRACTOR are bound by the terms of the Special Transportation Fund agreement for FY 96-97 between the COUNTY and the State of Oregon, including provisions of the Governing Body Assurances made a part of this agreement (Exhibit A) by this reference.

It is understood by the parties that this contract is subject to any conditions listed below and that failure to satisfy these conditions may be cause for termination of funding.

**DESCRIPTION OF SERVICES AND SPECIAL CONDITIONS**

CONTRACTOR will perform services as described in its application for FY 96-97 funding, and such application is made a part of this agreement (Exhibit B) by this reference.

Records relating to operations or purchases under this contract shall be kept for three years from the date of the final payment, or when all other matters pending are closed, which ever is later.

The CONTRACTOR agrees to list Oregon Department of Transportation's Public Transit Section as first security interest holder and Benton County as secondary security interest holder on the title of any vehicle purchased in whole or part with special transportation funds.

No operating funds may be converted to purchase equipment or vehicles costing over \$1,000 without the written authorization of COUNTY.

### Payments

Payment will be made for allowable operating expenditures up to 100 percent of cost up to the maximum amount identified above. The CONTRACTOR shall receive payment from the COUNTY under this contract for operating expenditures on a quarterly basis with payments disbursed by the 10th working day of the first month of the quarter. No funds will be advanced to CONTRACTOR if there is insufficient cash in the COUNTY Special Transportation Fund.

Payment for capital equipment, if any under this agreement, will be made by COUNTY to the CONTRACTOR at the time of delivery, upon receipt of invoice, purchase agreement or other proof of purchase price. The CONTRACTOR is responsible for payment to the vendor and all costs associated with the acquisition including title and insurance.

Payments will be made by check to:

Linn-Benton Loop Transit System  
P.O. Box 490  
City of Albany, OR 97321

COUNTY may terminate this contract effective upon delivery of written notice to the CONTRACTOR, or at such later date as may be established by COUNTY, under any of the following conditions:

(1) If COUNTY funding from the State of Oregon or other sources is not obtained or continued at a level sufficient to allow for provision of the services contemplated in this agreement. This contract may be amended to accommodate a reduction in funding.

(2) If State or County regulations are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this contract, or are no longer eligible for the funding authorized by the contract.

CONTRACTOR acknowledges that a review of the Special Transportation system is underway, and funding is subject to mid-year review of the program by COUNTY. The contract amount may be adjusted to accommodate any changes required as a result of this review. Notice of this adjustment will be made by contract amendment.

### Quarterly Reports

The CONTRACTOR shall submit a quarterly expenditure report in a form approved by the COUNTY no later than 20 days following the quarter. Quarters will be based on the July 1 to June 30 fiscal year. Failure to submit expenditure reports when due may result in the withholding of subsequent payments.

### Withholding of Payments

Notwithstanding any other payment provision of this contract, failure of the CONTRACTOR to submit required reports when due, or failure to perform or document the performance of contracted services, may result in the withholding of payments under this contract. Such withholding shall begin for the payment period beginning 30 days after written notice is given by the COUNTY to the CONTRACTOR. The COUNTY may deny payment for cause, and may continue to withhold payment until the CONTRACTOR establishes, to the COUNTY's satisfaction, that such failure arose out of causes beyond the control of and without the fault or negligence of the CONTRACTOR.

**Audits and Inspections**

The CONTRACTOR shall permit authorized representatives of the COUNTY, the State of Oregon Department of Transportation, the State of Oregon Secretary of State's Audit Division, or the State of Oregon Executive Department, to review the records of the CONTRACTOR in order to satisfy audit or program evaluation purposes deemed necessary by the COUNTY or State of Oregon and permitted under law, and shall permit authorized representatives of the COUNTY or State of Oregon to perform site reviews of all services covered by this contract.

**Indemnification**

The CONTRACTOR agrees that it is an independent CONTRACTOR and not an agent of the COUNTY or State of Oregon. The COUNTY shall not be responsible for any liability, claims, demands, and causes of action of any kind or character arising in favor of any person, on account of personal injuries, or death, or damage to property occurring, growing out of, incidental to, or resulting directly or indirectly from the operations or activities of the CONTRACTOR. CONTRACTOR shall defend, hold harmless, and indemnify COUNTY on account of any and all such liability, claims, demands, and causes of action, including attorney's fees and witness costs, except liability arising out of the sole negligence of COUNTY and its employees.

**Insurance**

The CONTRACTOR and its subcontractors shall maintain insurance acceptable to the COUNTY in full force and effect throughout the term of this contract. It is agreed that any insurance maintained by COUNTY shall apply in excess of, and not contribute with, insurance provided by CONTRACTOR. The policy or policies of insurance maintained by the CONTRACTOR and its subcontractors shall provide at least the following limits and coverages:

General Liability	\$500,000
Automobile liability covering any vehicle used on any County Business	Bodily Injury \$200,000 per person \$500,000 per occurrence Property Damage \$50,000 per occurrence OR Bodily Injury & Property Damage \$500,000
Workers' Compensation Insurance	As Per Oregon State Statutes

Each insurance policy required by this contract shall contain the following clauses:

A. "This insurance shall not be canceled, limited in scope of coverage or non-renewed until after thirty (30) days written notice has been given to the County Administrative Officer in the Benton County Board of Commissioner's Office, 180 NW 5th, Corvallis, OR 97330."

B. "Benton County, its officers, agents and employees are added as additional insured as respects operations performed for Benton County."

Clause A shall be included in any Workers' Compensation insurance policy where such guarantee of notification is obtainable. Clause B is waived as respects any Workers' Compensation Insurance Policy.

If CONTRACTOR employs subject workers under ORS 656.027, CONTRACTOR is a subject employer under ORS 656.023 and shall provide workers compensation coverage for all subject employees under ORS 656.017.

CONTRACTOR agrees to deposit with the COUNTY, at the time it returns the executed contract, Certificates of Insurance, including endorsements as relate to Clauses A and B or a Binder of Insurance, if the policy has expired, necessary to satisfy the COUNTY that the insurance provisions of this contract have been complied with and to keep such insurance in effect and the certificates and binders thereof on deposit with the COUNTY during the entire term of this contract.

The procuring of such required insurance shall not be construed to limit CONTRACTOR'S liability hereunder nor to fulfill the indemnification provisions of this contract. Notwithstanding said insurance, the CONTRACTOR shall be obligated for the total amount of any damage, injury, or loss caused by negligence or neglect connected with this contract.

Termination

If CONTRACTOR fails to perform any of its obligations under this contract, within the time and in the manner provided, or otherwise violates any of the terms of this agreement, COUNTY may terminate the agreement by giving CONTRACTOR written notice stating the reason for the termination. If COUNTY terminates pursuant to this paragraph, CONTRACTOR shall submit a report of total expenditures for the revised contract period. There shall be deducted from such amount the amount of damage, if any, sustained by COUNTY due to the breach of the agreement by CONTRACTOR. Any COUNTY funds not obligated at the date of termination or cancellation shall revert to the COUNTY according to instructions furnished by the COUNTY.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed, in two (2) copies, by their officers, thereunto duly authorized.

CONTRACTOR

BENTON COUNTY

Steve Bryant 10-24-96  
Signature Date

James E. Blair 11/16/96  
Signature Date

Steve Bryant  
Type Name

James E. Blair  
Type Name

City Manager  
Title

Public Works Director  
Title

Approved as to form:

[Signature]  
County Counsel

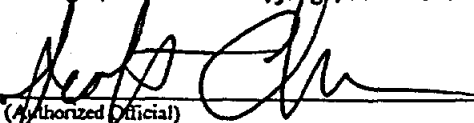
SPECIAL TRANSPORTATION FUND

GOVERNING BODY ASSURANCES

To the best of my knowledge and based on the information submitted in this application, I, as an authorized representative of Benton County, make the following assurances to the State of Oregon:

1. The governing body certifies that no person shall, on the grounds of race, color, creed, religion, sex, age, national origin, or disability, be excluded from participation in, or be denied the benefits of, any activity for which the applicant receives state or federal financial assistance.
2. The governing body and/or subcontractor shall not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, age, national origin or disability. The Governing Body shall take affirmative action to ensure that job applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, age, national origin or disability.
3. The governing body has appointed an advisory committee in accordance with the requirements of the Administrative Rules governing the Special Transportation Fund.
4. The advisory committee has reviewed the proposed distribution of moneys by the above governing body and, if necessary, proposed changes to the policies or practices of the governing body relating to the distribution of the funds.
5. The governing body and/or its subcontractor assures that it will enter into written agreements with transportation providers included in the application.
6. The governing body and/or its subcontractor will adopt appropriate program, accounting and procurement practices as outlined in written policies and procedures.
7. The governing body and/or its subcontractor will comply with Oregon Revised Statutes, ORS 391.800 - 391.830 and the Administrative Rules governing the Special Transportation Fund Program, with the purpose of financing and improving elderly and disabled transportation services.
8. The governing body will not use Special Transportation Funds to supplant moneys currently appropriated for Elderly and Disabled Transportation.
9. The governing body and/or its subcontractor assures that it will maintain and operate any vehicles purchased with Special Transportation Funds in accordance with the maintenance and inspection schedules provided by the manufacturer.
10. The governing body and/or its subcontractor assures that it has, or will have, insurance coverage sufficient to protect project facilities and equipment.
11. The governing body and/or its subcontractor assures that it will comply with all requirements established by the Americans with Disabilities Act of 1990 and the corresponding rules in FTA Title 49 CFR; Part 37 and 38.

A legally authorized representative of the governing body must review and sign below. This will usually be the county manager, commissioner, judge, administrator or clerk. It may not be an STF Advisory Committee member.

  
\_\_\_\_\_  
(Authorized Official)

Scott E. Olson  
(Name - print or type)

Benton County  
(Organization)

Assistant County Engineer  
(Title)

June 6, 1996  
(Date)

## SPECIAL TRANSPORTATION SUPPORT APPLICATION

This form must be completed to be considered for funding. Additional information may be attached.

### Applicant General Information

Linn-Benton Loop Transit System (City of Albany, operator)  
 Name of Organization

PO Box 490  
 Mailing Address

<u>Albany</u>	<u>OR</u>	<u>97321</u>
City	State	Zip Code

<u>Edna Campau, Transit Coordinator</u>	<u>917-7606</u>	<u>917-7573</u>
Preparer or Contact Person	Telephone No.	FAX No.

**Type of Service Provided: (Check all that apply)**

- |   |  |
|---|--|
| <input type="checkbox"/> Volunteer Driver       | <input type="checkbox"/> Demand Response   |
| <input type="checkbox"/> Voucher Subsidy        | <input type="checkbox"/> Curb to curb      |
| <input checked="" type="checkbox"/> Fixed Route | <input type="checkbox"/> Door to door      |
| <input type="checkbox"/> Taxi                   | <input type="checkbox"/> Door through door |
| <input type="checkbox"/> Other (describe)       |  |

**Type of Organization:**

- Public Agency
- Non-Profit
- Profit

**Total amount of Special Transportation Funds requested:**

Operating Funds    \$ 4,000

Edna Campau  
 Signature of Authorized Agency Representative

4-29-96  
 Date

Edna Campau, Transit Coordinator  
 Print/Type Name & Title

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Edna Campau  
Signature of Authorized Agency Representative

4-29-96  
Date

Edna Campau, Transit Coordinator  
Print/Type Name & Title



## TRANSPORTATION DATA

Estimate total one-way rides to be provided.

	Unduplicated	Total Rides
Elderly	_____	<u>1,020</u>
Disabled	_____	<u>5,610</u>
General Public	_____	<u>44,370</u>
<i>Total</i>	_____	<u>51,000</u>

What is the basis of the above estimate:

This information is based on daily records and ridership surveys. Because our ridership is relatively large, it is not feasible to attempt to determine the number of unduplicated riders.

Do you charge or accept payment for providing transportation?       YES       NO

If YES, describe below. Example: If a fixed charge, describe fare structure. If donation, is there a suggested amount? Is payment made by rider, family, or agency?

Standard fare is 85¢ one-way; children under age 6 ride free. Discount coupon booklets are available at a cost of 20 rides for \$16.00 (80¢/ride). At the beginning of each school term, the coupon booklets are discounted an additional dollar bringing the cost per ride to 75¢.

The fare is paid by the passenger boarding the bus. Some special service agencies (Voc Rehab, Fish of Benton County, etc.) will purchase coupons for their clients.

**DESCRIPTION OF ORGANIZATION**

What is the mission or purpose of this organization? What services are provided, who is served, and how are services delivered?

The purpose of the Linn-Benton Loop Transit System is to provide public transportation between Linn and Benton Counties. The Loop operates between Albany and Corvallis, with stops at Oregon State University and Linn-Benton Community College. The route travels Highway 20 and Highway 34, where "on-call" passenger pickups can be made. Service is also available to AMTRAK as a part of the intermodal system.

Because many social service offices are located in Albany, and many occupational opportunities for citizens with disabilities are located in Corvallis, the Loop provides a vital link for area residents requiring access to these services and opportunities.

Total ridership during FY 94-95 was 46,015. Of these, an estimated 13% or 5,982 passengers are elderly or disabled. Projections, based on actual passenger count through March 1996, indicate about a 7.5% increase in total ridership for FY 1996-97.

Why is the organization requesting Special Transportation Funding?

Special Transportation funding is needed to keep the intercounty transit system operational. The one-way fare of 85¢ is not sufficient to meet operating costs. Operating funds are received from a state operating grant and the following participating agencies: City of Albany, City of Corvallis, Benton County General Fund, and Linn-Benton Community College. Benton County STF support is vital to maintaining the current schedule of 8 runs per day.

**COST ANALYSIS**

Compute the costs below from information provided elsewhere in this application. It is understood the information is the result of estimates, and will be used only as general indicators of cost effectiveness.

Total # of rides     51,000

Cost per ride         \$ 2.57  
 (Current total transportation expense divided by # of rides)

Unduplicated  
 Persons Served     unknown

Cost Per Person     unknown  
 (Current total transportation expense divided by # unduplicated persons)

Estimate Annual  
 Miles Driven         67,000

Cost Per Mile         \$ 1.95  
 (Current total transportation expense divided by annual miles)

Describe limitation or accounting procedures that might affect results above. Example: Transportation costs are estimates because accounting system does not separate.

Unable to determine "unduplicated persons served" because ridership is fairly large. All results are based on total annual ridership.

VEHICLE INVENTORY

List vehicle owned or leased by the organization. Do not include privately owned vehicles. List only vehicles used regularly for passenger transportation.

<u>Vehicle Type &amp; Year</u>	<u>Wheel Chair Accessible</u>	<u>Wheel Chair Capacity</u>	<u>Passenger Seats</u>	<u>Spec. Trans. Prog. Fund</u>	<u>General Condition</u>
1. 1995 Gillig Phantom bus	yes	2	40	No	Excellent
2. 1983 Gillig Phantom bus	yes	2	40	No	Good

Provide additional information or explanation below.

The 1970 GMC Coach, previously listed in this inventory, was sold at auction. It netted \$2,300 which was placed in the vehicle replacement fund.

FINANCIAL INFORMATION

REVENUES

List below in the appropriate category revenues received by the organization in total from all operations. If possible, itemize those which are dedicated specifically to passenger transportation or generated by providing passenger transportation services. Please list data for the actual amounts from the last completed fiscal year, and the budgeted current fiscal year, the revised estimate for the current fiscal year, and proposed fiscal year.

REVENUE SOURCES	Actual FY 94 - 95		Budgeted FY 95 - 96		Revised Estimate FY 96 - 97		Proposed FY 96-97	
	Organization Total Actual	Transportation Total Actual	Organization Total Budget	Transportation Total Budget	Organization Total Budget	Transportation Total Budget	Organization Total Budget	Transportation Total Budget
Direct from Federal								
Direct from State		32,200		32,200		32,200		32,200
Benton County (Gen. Fund)		3,000		3,100		3,100		3,200
Mental Health Trans.								
Special Trans. Operating (Benton)		4,000		4,000		4,000		4,000
Special Trans. Operating (Linn)		5,000		2,000		0		0
Special Trans. Capital								
United Way								
Donations/Fund Raising								
Business Income								
Rider fares/donations/fees		39,388		36,000		36,000		32,000
Investment Income								
Local funds:								
City of Albany		10,400		10,800		10,800		11,200
City of Corvallis		10,400		10,800		10,800		11,200
Linn-Benton Community College		10,400		10,800		10,800		11,200

REVENUE SOURCES	Actual FY 94 - 95		Budgeted FY 95 - 96		Revised Estimate FY 96 - 97		Proposed FY 96-97	
	Organization Total Actual	Transportation Total Actual	Organization Total Budget	Transportation Total Budget	Organization Total Budget	Transportation Total Budget	Organization Total Budget	Transportation Total Budget
Other: Interest		804		500		500		500
Other: Beginning Balance		26,158		25,000		13,463		25,800
<b>Total Revenues</b>		<b><u>141,750</u></b>		<b><u>135,200</u></b>		<b><u>121,653</u></b>		<b><u>131,300</u></b>

Please provide any information to clarify revenues or explain special conditions below.

In addition to Benton County Special Transportation Formula funds, the Loop is supported by funds from the Cities of Albany and Corvallis, Benton County, Linn-Benton Community College, and a state operating grant, as well as the fares collected. To keep operational, the Loop needs continued financial support from its contributors.

The 1996-97 budget reflects maintaining existing service of 8 runs per day. If the local funds listed are not received, the Loop will be required to reduce service by one or two runs per day.

To help maintain existing service, the Loop requests \$4,000 Benton County Special Transportation Formula funds.

FINANCIAL INFORMATION

EXPENDITURES

List below in the appropriate category expenditures by the organization in total from all operations. If possible, itemize those which are dedicated specifically to passenger transportation or generated by providing passenger transportation services. Please list data for the actual amounts from the last completed fiscal year, the budgeted current fiscal year, the revised estimate current fiscal year, and proposed fiscal year.

Expenditures	Actual FY 94 95		Budgeted FY 95-96		Revised Estimate FY 95-96		Proposed FY 96-97	
	Organization Total Actual	Transportation Total Actual	Organization Total Budget	Transportation Total Budget	Organization Total Budget	Transportation Total Budget	Organization Total Budget	Transportation Total Budget
Salaries Other than Drivers		20,288		20,970		21,000		23,800
Driver Salaries		47,337		48,930		52,000		55,720
Other Payroll Costs								
Office Materials/Supplies		4,797		3,100		2,000		15,000
Business Materials/Supplies								
Radio/Telephone								
Advertising/Promotion		3,894		4,700		3,000		2,500
Building Lease/Rental								
Insurance (Property)								
Insurance (Vehicle)		1,291		1,900		1,243		1,400
Vehicle Repair/Maintenance		17,744		13,000		10,000		11,000

<u>Expenditures</u>	Actual FY 94 95		Budgeted FY 95-96		Revised Estimate FY 95-96		Proposed FY 96-97	
	<u>Organization Total Actual</u>	<u>Transportation Total Actual</u>	<u>Organization Total Budget</u>	<u>Transportation Total Budget</u>	<u>Organization Total Budget</u>	<u>Transportation Total Budget</u>	<u>Organization Total Budget</u>	<u>Transportation Total Budget</u>
Fuel (vehicles)		9,285		8,000		8,000		7,500
Utilities								
Capital Outlays								
Other: Equipment Replacement		5,000		10,000		10,000		1,300
Other:								
Other: Contingency				24,600		24,600		13,000
<b>Total Expenditures</b>		<b><u>121,700</u></b>		<b><u>135,200</u></b>		<b><u>131,843</u></b>		<b><u>131,300</u></b>

Please provide any information to clarify expenditures or explain special conditions below

- Equipment replacement costs are reduced to reflect adequate funding of replacement reserve.
- Approximately 26% of the Central Services charged to transit have been transferred from the Albany Transit System (ATS) budget to the Loop budget. In previous years, ATS has borne all Central Services charges.





1212 Court St. NE  
 Suite 301  
 Salem, Oregon 97301  
 (503) 585-1121

# CERTIFICATE OF COVERAGE

Covered Entity: City of Albany
Agent: Direct

This is to certify that coverage is provided to the designated entity as noted below. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the terms, exclusions and conditions of such coverage are not amended by this certificate.

TYPE OF COVERAGE	EFFECTIVE DATE	EXPIRATION DATE	LIMIT OF LIABILITY
<input checked="" type="checkbox"/> Comprehensive Liability (Including Owned and Nonowned Auto)	07/01/96	06/30/97	\$ 2,000,000 Combined Single Limit
<input checked="" type="checkbox"/> Auto Physical Damage Deductible: Collision \$ 500.00 Comprehensive \$ 100.00	07/01/96	06/30/97	ACV
<input checked="" type="checkbox"/> Property (Replacement Cost Unless Specified Otherwise) Deductible: Property \$ 1,000 Inland Marine \$ 1,000  Crime  Earthquake & Flood Deductible Earthquake \$50,000 min. or 5% total values Flood \$50,000	07/01/96	06/30/97	\$ Per Filed Values  \$ 50,000  \$10,000,000
<input checked="" type="checkbox"/> Workers' Compensation	07/01/96	06/30/97	Statutory
<input checked="" type="checkbox"/> Employer's Liability	07/01/96	06/30/97	\$2,000,000
<b>Certificate Holder</b>	Should any of the above described coverage be canceled before the expiration date thereof, City/County Insurance Services will endeavor to provide 30 days written notice to the certificate holder named herein, but failure to provide such notice shall impose no obligation or liability of any kind upon CIS, its agents, or representatives.		
	Signature <i>Richard Egan</i>		Issue Date

Subject: \_\_\_\_\_



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 Salem, Oregon 97301  
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TYPE OF COVERAGE	EFFECTIVE DATE	EXPIRATION DATE	LIMIT OF LIABILITY
<input checked="" type="checkbox"/> Comprehensive Liability (Including Owned and Nonowned Auto)	07/01/96	06/30/97	\$ 2,000,000 Combined Single Limit
<input checked="" type="checkbox"/> Auto Physical Damage Deductible: Collision \$ 500.00 Comprehensive \$ 100.00	07/01/96	06/30/97	ACV
<input checked="" type="checkbox"/> Property (Replacement Cost Unless Specified Otherwise) Deductible: Property \$ 1,000 Inland Marine \$ 1,000  Crime  Earthquake & Flood Deductible Earthquake \$50,000 min. or 5% total values Flood \$50,000	07/01/96	06/30/97	\$ Per Filed Values  \$ 50,000  \$10,000,000
<input checked="" type="checkbox"/> Workers' Compensation	07/01/96	06/30/97	Statutory
<input checked="" type="checkbox"/> Employer's Liability	07/01/96	06/30/97	\$2,000,000
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	Signature: <i>Richard Egan</i>		Issue Date

Subject: \_\_\_\_\_

**DATE:** November 14, 1996  
**TO:** File  
**FROM:** Vicki McRoberts   
**RE:** Benton County as Additional Insured on the  
*Special Transportation Fund - Grant Fund*  
*Contract with Linn-Benton Loop Transit System*

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I spoke with Bonnie Gallagher, CCIS underwriter, this morning to discover that Benton County is insured by the same company, therefore is not required to be added as an additional insured on the Certificate of Insurance for the City of Albany.

/vm