

**CITY OF OREGON CITY
PERSONAL SERVICES AGREEMENT**

Risk Management Insurance Agent of Record Services

This PERSONAL SERVICES AGREEMENT ("Agreement") is entered into between the CITY OF OREGON CITY ("City") and PROPEL INSURANCE AGENCY, LLC. ("Consultant").

RECITALS

A. City requires services that Consultant is capable of providing under the terms and conditions hereinafter described.

B. Consultant is able and prepared to provide such services as City requires under the terms and conditions hereinafter described.

The parties agree as follows:

AGREEMENT

1. **Term.** The term of this Agreement shall be from the date the contract is fully executed until **June 30, 2024**, unless sooner terminated pursuant to provisions set forth below. However, such expiration shall not extinguish or prejudice City's right to enforce this Agreement with respect to (i) breach of any warranty; or (ii) any default or defect in Consultant's performance that has not been cured.

2. **Compensation.** City agrees to pay Consultant on a time-and-materials basis for the services required. Total compensation, excluding workers' compensation commission and any new line of coverage, shall not exceed **One hundred three thousand eight hundred thirteen and 00/100 dollars (\$103,813.00)** for a five-year term. The per year cost can be found in the fee schedule as detailed in Exhibit A.

3. **Scope of Services.** Consultant's services under this Agreement shall consist of services as detailed in Exhibit B, attached hereto and by this reference incorporated herein.

4. **Standard Conditions.** This Agreement shall include all of the standard conditions as detailed in Exhibit C, attached hereto and by this reference incorporated herein.

5. **Schedule.** The components of the project described in the Scope of Services shall be completed according to Term, above.

6. **Integration.** This Agreement, along with the fee schedule attached as Exhibit A, description of services to be performed attached as Exhibit B and the Standard Conditions to Oregon City Personal Services Agreement attached as Exhibit C, contain the entire agreement between and among the parties, integrate all the terms and conditions mentioned herein or incidental hereto, and supersede all prior written or oral discussions or agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof.

7. **Notices.** Any notices, bills, invoices, reports or other documents required by this Agreement shall be sent by the parties by United States mail, by hand delivery or by electronic means. All notices shall be in writing and shall be effective when delivered. If mailed, notices shall be deemed effective forty-eight (48) hours after mailing, unless sooner received.

To the City: City of Oregon City
PO Box 3040
625 Center Street
Oregon City, OR 97045
Attention: John M. Lewis

To Consultant: Propel Insurance Agency, LLC.
805 SW Broadway, Suite 2300
Portland, OR 97205
Attention: Shon DeVries

Consultant shall be responsible for providing the City with a current address. Either party may change the address set forth in this Agreement by providing notice to the other party in the manner set forth above.

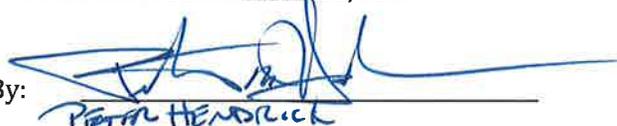
8. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the state of Oregon without resort to any jurisdiction's conflicts of law, rules or doctrines.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers on this _____ day of _____, 2019.

CITY OF OREGON CITY

PROPEL INSURANCE AGENCY, LLC.

By: _____
Anthony J. Konkol, III
Title: City Manager

By: 
Peter HENDRICK
Title: TREASURER

DATED: _____, 2019.

DATED: 5/28, 2019.

By: _____
Patrick Foiles
Title: Human Resources Director

ORIGINAL CITY COMMISSION APPROVAL (IF APPLICABLE):

DATED: _____, 2019.

DATE: _____