

CITY OF WOODBURN, OREGON

Request for Proposals

For

***Architectural/Engineering and Related
Services***

For

***City of Woodburn
Community Center***

DATE & TIME DUE: MAY 21, 2019 AT 4:00 PM

SUBMIT PROPOSAL TO CITY OF WOODBURN:

***Eric Liljequist
Public Works Director
190 Garfield Street
Woodburn, OR 97071
503-982-5241***



PROPOSAL ADVERTISEMENT

Request for Proposals Woodburn Community Center

The City of Woodburn requests proposals, from qualified firms or individuals, for furnishing professional Architectural/Engineering and related services for the design of the new Woodburn Community Center. The professional services include planning, space utilization, building renovations and additions, energy upgrades, and regulatory compliance. The City intends to expand the City's existing aquatic center into a comprehensive community center complex. Following is a brief summary of the tasks that will be included as part of this design process:

1. Project Management and Coordination
2. Project Design
3. Construction Documents
4. Public Involvement

The City of Woodburn invites firms to submit five (5) copies of the proposal outlining their experience and qualifications in performing work as described in the Scope of Services. The City will receive sealed proposals until **4:00 PM on May 21, 2019**. These should be delivered to Eric Liljequist, Public Works Director, Public Works Department, 190 Garfield Street, Woodburn, Oregon 97071. The City will make the Solicitation Document available for viewing at the above address and on the city website <http://www.ci.woodburn.or.us/?q=blog-categories/bids-and-rfps>

The City **will not accept** facsimile proposals. The City **will not accept** any proposals after the stated opening date and time. The City will return all late proposals unopened to the submitting firm. Proposers are required to certify non-discrimination in employment practices and identify resident status as defined in ORS 279A.120. Pre-qualification of proposers is not required. All proposers are required to comply with the provisions of Oregon Revised Statutes and the City of Woodburn Public Contracting Rules

The City of Woodburn reserves the right to:

1. Reject any or all proposals not in compliance with public bidding procedures
2. Postpone award of the contract for a period not to exceed sixty (60) days from date of proposal opening
3. Waive informalities in the proposals
4. Select the proposal that is in the best interest of the City
5. Reject for good cause any or all proposals upon a finding that it is the public interest to do so.

A successful firm will be selected based upon the following criteria: 1) Management Skills and Technical Expertise; 2) Credentials of Project Team; 3) Understanding of Task Requirements; 4) Capability of a Timely Response; and 5) Compliance with Contractual Terms.

A complete copy of the Request for Proposals, invitation to propose, terms and conditions and a detailed description of services required are available by contacting: Woodburn Public Works Department, ATTN: Eric Liljequist, Director of Public Works 190 Garfield Street, Woodburn, OR 97071, ph. 503-982-5241, Eric.Liljequist@ci.woodburn.or.us, or at the City website <http://www.ci.woodburn.or.us/?q=blog-categories/bids-and-rfps>.

Questions pertaining to this RFP should be directed to Eric Liljequist, Public Works Director, at 503-982-5241 or eric.liljequist@ci.woodburn.or.us

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Attachment “A”	<i>Woodburn Community Center Conceptual Design Documents</i>
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PART 1

OVERVIEW

The City of Woodburn currently owns and operates a 20,500 sq. ft. aquatic center, constructed in 1995, which it desires to expand to include comprehensive community center amenities. The City conducted a two-year long feasibility study that resulted in the development of a conceptual design for the community center, which included a direct construction cost summary. The process resulted in a conceptual design for the community center that included the following primary features and activity spaces:

- Expanded lobby, concessions and locker room facilities
- Fitness class and weight room spaces
- Senior center program space with a kitchen
- 2 multi-purpose sports courts
- Indoor jogging track
- Large, dividable multi-purpose assembly hall with warming kitchen
- Multi-purpose classrooms
- Programming space for the Boys & Girls Club

The City is currently conducting a survey of registered voters to determine if any other amenities should be included in the project. Additional features might include improvements to the aquatic center, including a new water slide, outdoor interactive splash pad, accessible ramp into the main swimming pool, etc.

In addition, some repairs to the existing natatorium, such as a new membrane roof, will be included in the project.

The concept plan identifies a completed facility, including the existing swimming pool natatorium, that is anticipated to be approximately 80,000 sq. ft. The concept plan, systems design, and cost estimate are included as Exhibit A.

PART 2

TIMELINE

April 19, 2019	Publication of Solicitation for Request for Proposals
May 21, 2019	Deadline for Submission of Proposals
June 5, 2019	Complete Proposal Review Process
June 6, 2019	Pre-Award Conference
June 7, 2019	Notice of Intent to Award
June 24, 2019	Contract Award
June 25, 2019	Commencement of Services
September 30, 2020	Completion of Design

THE CITY RESERVES THE RIGHT TO MODIFY THIS SCHEDULE AT THE CITY'S DISCRETION. PROPER NOTIFICATION OF CHANGES WILL BE MADE TO ALL AFFECTED PARTIES THROUGH ISSUANCE OF WRITTEN ADDENDA, WHICH WILL BE AVAILABLE BOTH ELECTRONICALLY AND AT ALL PHYSICAL LOCATIONS WHERE THIS SOLICITATION DOCUMENT MAY BE REVIEWED.

PART 3

SCOPE OF WORK

This project provides professional Architectural and Engineering services for the design of the new Woodburn Community Center. The City intends to expand the City's existing aquatic center into a comprehensive community center complex. Professional Architectural/Engineering and related services for the design of the new Woodburn Community Center includes, but is not limited to, planning, space utilization, building renovations and additions, energy upgrades, and regulatory compliance.

The successful consulting architectural/engineering firm or individual shall provide a wide range of professional design services including, but not limited to, project management, research and analysis of existing conceptual designs and alternatives, construction cost estimates, and other items necessary to complete the project as outlined below.

The purpose of the project is to develop bid-ready construction documents. The City anticipates placing a Community Center funding measure on the ballot for the November 2020 general election. If the funding measure passes, the City will seek additional consulting services to assist with bidding and construction administration.

The team will demonstrate expertise and experience in Architectural and Engineering Design, including the following requirements:

- A. The design documents must meet the primary priorities of the City of Woodburn and Recreation Department which are: Safety, Functionality, and Aesthetics.
- B. The Consultant will work with a Citizen Advisory Committee (CAC). The purpose of the CAC is to provide technical assistance and recommendations to the team and will comprise relevant City staff and citizens appointed by Staff. The consultant will develop a project schedule that includes a minimum of four (4) CAC meetings.
- C. The Consultant will work with the City's Technical Design Review Committee. The Technical Design Review Committee will be comprised of up to six City staff members, who will be responsible for advising the Consultant and making final design decisions. Consultant will meet with the Technical Design Review Committee as needed throughout the course of the project.
- D. Background information including Settlemier Park history, current site restrictions, relevant zoning, stormwater, floodway, floodplain & wetland encroachments, building development code information, and related planning efforts shall be compiled and analyzed by the Consultant. The Consultant will be responsible for verifying and completing a comprehensive background research.
- E. The final design development work and Community Center documents will include the

following components:

1. Project Assessment / Preliminary Design
2. Schematic Design Documents
3. 30% Design Development Documents
4. 65% Design Development Documents
5. 100% Design Development Documents
6. Preliminary Engineering
7. Final Engineering
8. Preliminary Cost Estimate
9. Final Cost Estimate

F. General Information:

1. Review and analyze existing relevant documents related to the Community Center project. Work with designated Department staff to manage the project (designated Department staff will guide the process and be the decision-making representative for the City of Woodburn).
2. Prepare reports and summaries, provide materials, document copies, and documentation for CAC meetings, Technical Design Review Committee meetings, and City Council meetings / correspondence.
3. Attend and facilitate meetings as described below:
 - a.) Four (4) Citizen Advisory Committee (CAC) Meetings, to occur at a designated location in Woodburn.
 - b.) Technical Design Review Committee meetings, (as required).
 - c.) Two (2) City Council Meetings.
4. Compose and submit “tangible deliverables”, including but not limited to; reports, meeting notes, meeting materials, plans, cost estimates, and schedules. Reports will be submitted to the City in both PDF and Word Document file formats. Outline and content of the reports will be determined by the consultant and Department staff.
5. Identify and document related building, zoning, stormwater code issues, and floodway, floodplain and/or wetland limitations and constraints.
6. Compile and review existing documents, such as as-built drawings, master plans, reports, studies, and building, zoning, stormwater codes. These include but are not limited to plans and documents listed in the RFP.
7. Meet with representatives from the applicable agencies to identify Federal, State and local codes, ordinances and standards that need to be addressed as part of the development requirements for the project.
8. Meet with City staff and CAC members to address concerns related to the design development effort.
9. Research and call out any existing easements, boundaries, and sensitive lands overlay zones, wetlands, etc. as they relate to the planning process.
10. Locate and call-out all existing utilities, structures, and improvements within the improvement boundary.

Provide a detailed description of how you plan to address the following tasks and what deliverable(s) will be associated with the task. Provide additional tasks you feel need to be added.

Outline of Tasks

Task 1: Project Management and Coordination

Work under this task includes managing the project schedule, budget, and communications

Consultant Project Management responsibilities are:

- Contract management
- Schedule, coordinate, and supervise project work.
- Maintain liaison and coordination with City and outside agencies.
- Prepare records of decisions.
- Prepare progress reviews.
- Monitor project budget.
- Prepare, maintain, and update project activity schedule.
- Provide timely responses to City comments.
- CAC meeting oversight

Task 2: Project Design

- Schedule, coordinate, and supervise project work.
- Review, evaluate, analyze, and utilize the existing and approved conceptual design work to complete final design and engineering documents.
- Prepare 35%, 65% and 100% design documents and construction documents.
- Include all mechanical, plumbing, electrical and structural components in the design for a complete project design that encompasses all required/desired project elements.

Task 3: Construction Documents

- Upon completion of the Design Development Phase, the proposer shall make necessary revisions to the 100% design and develop construction documents and a project manual for bidding and permitting to be used in the construction process. These documents must comply with applicable building codes, ADA regulations, State Pool Codes and any other federal, state or local agency that has jurisdiction over this project.
- Meet with the City staff to approve design
- Provide detailed construction cost estimate

Task 4: Public Involvement

The City desires to conduct a transparent review of its proposed new Community Center. The Consultant shall assist the City staff in preparing materials and making presentations to the public to solicit input and gain support of the project. Consultant shall be prepared to attend and participate in public meetings. Subtasks will include:

- Provide technical resources and attendance as appropriate for meetings

- Make presentations at City Council meetings
- Provide CAC Meeting Coordination and Oversight

Project Budget

The total budget for the professional services for the architect/engineer will include design development, construction documents, bidding documents and administration. Payment for these services will be negotiated with the chosen Proposer.

PART 4

GENERAL CONDITIONS AND INSTRUCTIONS TO PROPOSERS

The General Conditions and Instructions set out below shall apply to all formal proposal solicitations and resulting contract awards issued by the City of Woodburn unless otherwise specified. Proposers are responsible for informing themselves of these requirements prior to submission of proposals. Failure to do so will be at the proposer's own risk, and pleas of error or ignorance shall not be honored. Proposers requiring additional information about the General Conditions and Instructions set forth below should consult the Department of Public Works.

In the event there is a conflict between these General Terms and Conditions and any other terms and conditions that may be included elsewhere in this solicitation, the other terms and conditions shall prevail.

1. Selection & Award. Awards made in response to this RFP will be made to the most qualified proposer whose proposal is determined, in writing, to be the most advantageous to the City of Woodburn, taking into consideration the evaluation factors set forth in the RFP.
2. Proposer's Responsibility. The selected proposer(s) will be required to assume responsibility for all services offered in their proposal whether or not produced by them. If a successful contract cannot be completed after award, the City may conclude contract negotiations, rescind its award to that proposer, and return to the most recent RFP evaluation stage to negotiate with other proposer(s) for award.
3. Form of Submission.
 - It is the Proposer's sole responsibility to submit information in fulfillment of the requirements of the RFP. If submittals are not substantially compliant in all material respects with the criteria outlined in the RFP, it will cause the Proposal to be deemed non-responsive.
 - Unless otherwise specified in the solicitation, all proposals shall be submitted in duplicate, properly signed in ink in the proper spaces, and submitted in a sealed envelope.
 - Unless specifically authorized in the solicitation, telegraphic, facsimile or electronic proposals will not be considered.
4. No Late Submissions. If received after the time specified for Public Proposal Opening, formal proposals, amendments thereto, or requests for withdrawal of proposals will not be considered. Late proposals will be returned to the proposer UNOPENED if the proposer's return address is shown.
5. Sealed Proposals. Proposals must be properly identified as a "SEALED PROPOSAL". Properly marked proposals received prior to the specified time of Public Proposal Opening will be securely kept, unopened, in the office of the Public Works Department. The Purchasing

Agent or duly appointed representative will determine when the specified time has arrived and no proposal shall be received thereafter.

6. Communications during the RFP Process. Proposers shall address all inquiries, if any, in writing to Pete Gauthier, PE, who alone is empowered to clarify such inquiries; not later than 7 days before the date of opening of the Proposals
7. Addendum and Supplement to Request. If it becomes necessary to revise any part of this RFP or if additional data is necessary to enable an exact interpretation of provisions of this RFP, revisions will be provided to all firms who receive or request this RFP.
8. Withdrawal of Proposal. Proposals may be withdrawn on written request from the Proposer at the address shown in the solicitation prior to the time of Deadline for Submission of Proposals. Negligence on the part of the Proposer in preparing the proposal confers no right of withdrawal after the time fixed for the acceptance of the proposal.
9. Confidentiality & Public Records. At the time fixed for the opening of responses for this RFP, only the names of the proposers will be read and made available to the public. Proposals received will then be held confidential until a recommendation for award has been made by the Public Works Director to the City's Local Contract Review Board. Thereafter, all Proposals will be available for public inspection by submitting a Public Records Request through the City Recorder's Office. If any part of a proposal is proprietary and is claimed exempt from disclosure, the Proposer must separately submit that material along with the Proposal and have it clearly marked as "Proprietary Information; Confidentiality Requested."
10. Unless otherwise specified by the City of Woodburn, all formal proposals submitted shall be binding for City of Woodburn acceptance for ninety (90) days from the date of the proposal opening.
11. No employee of the City of Woodburn shall be admitted to any share or part of this contract or to any benefit that may arise there from.
12. All Proposals shall be prepared and submitted by and at the cost of the Proposer, hence all costs associated with preparation and submission of the Proposal shall be borne by the Proposer.
13. The City has the indisputable right to accept or reject any offer, or part of any offer, or to cancel the RFP without giving any justification.
14. Authority to Bind Firm in Contract. Proposals MUST give full firm name and address of Proposer. Failure to manually sign proposal may disqualify it. Person signing Proposal should show TITLE or AUTHORITY TO BIND HIS FIRM IN A CONTRACT and include documentation showing such authority. Firm name and authorized signature must appear on proposal in the space provided in the lower right-hand corner.

PART 5

PROPOSAL SUBMITTALS

The City must receive proposals no later than **4:00 p.m. on May 21, 2019**. The City *will return* proposals received after this deadline, unopened, to the proposer. The City *will not* accept faxed or e-mailed proposals.

Cover Letter: A Cover Letter shall accompany the proposal and it shall state that the proposer accepts all terms and conditions contained in the Request for Proposals and the sample Professional Services Contract (attached). A legal representative of the proposer, authorized to bind the firm in contractual matters, must sign the cover letter.

Direct all correspondence pertaining to this RFP to:

Eric Liljequist, P.E.
190 Garfield Street
Woodburn, OR 97071
Phone: 503-982-5241
E-mail: eric.liljequist@ci.woodburn.or.us

Submission Format

Proposers shall respond to the RFP with a written proposal in the format outlined below. The Proposal shall include as a minimum the following sections arranged in the following specified order:

1. Title Page
2. Executive Summary Letter
3. Table of Contents
4. Management Skills and Technical expertise
5. Credentials of the Project Team
6. Task Understanding
7. Capability for a Timely Response
8. Compliance with Contractual Terms
9. Any supplemental information about your firm.
10. Appendices C through F.

Proposal Content

1. Title Page.

Proposer should identify the RFP subject, name of the individual or firm, local address, telephone number, fax number, name and title of contact person, date of submission, and period for which the proposal is effective (no less than 90 days).

2. Executive Summary Letter.

The Executive Summary Letter should not be more than two pages long and should include as a minimum the following:

- a. A brief statement of the proposer's experience and ability to meet the service objectives;
 - b. A positive commitment to perform the services within the time period specified; and
 - c. The names of persons authorized to represent the proposer, their title, address and telephone number (if different from the individual who signs the transmittal letter).
3. Table of Contents.

The Table of Contents should include a clear and complete identification by section and page number of the materials submitted.

4. Management Skills and Technical Expertise.

Include as a minimum:

- a. A list of five relevant projects completed within the past five years that best illustrate capabilities related to those required for this project, including description, scope, and project cost. Projects should encompass at least three of the different categories listed in Appendix A, General Guidelines.
- b. List three BOA Contracts for which the company is currently providing services to a client similar to the Town. Include a description of services performed for the client, contact person and a telephone number. Sub-consultants should provide this information as well.
- c. Information on delivery of projects on time and within budget. Provide execution time (contract/actual); construction cost (estimated/actual); and any problems encountered and solutions devised.
- d. Client's contact information
- e. Awards and letters of commendation received.

5. Credentials of the Project Team

Include as a minimum:

- a. Identification of Project Manager, and the office location of the Project Manager
- b. Staffing Plan, and the office locations of each person assigned
- c. Project Manager's portfolio of related projects
- d. Project Manager's resume
- e. Resumes of key project staff members including City of Woodburn or Marion County experience
- f. References
- g. If any sub-consultants are proposed, provide a list of tasks, the names, level of responsibility, and qualifications of those sub-consultants.
- h. Documentation of independent contractor status, (i.e., tax ID number, evidence of incorporation, legal status of entity providing service).

- i. Completed Non-Discrimination Form: The successful submitting vendor agrees that, in performing the work called for by this proposal, and in securing and supplying materials, contractor will not discriminate against any person based on race, color, religious creed, political ideas, sex, age, marital status, physical or mental handicap. The submitting vendors must certify on the appropriate form that they have not and will not discriminate against a subcontractor or the awarding of a subcontract because the subcontractor is a minority, women, or SBE certified under ORS 200.055. (Required form included as “Attachment E.”)

6. Understanding of Task Requirements

Provide a narrative describing how you intend to accomplish task requirements. Address your understanding of the requirements.

7. Capability for Timely Response

- a. Proximity of Proposer’s office to Woodburn City Hall (driving time)
- b. Acknowledgement and understanding that there will be a required timeframe for completion and approval of the plans.

8. Compliance with Contractual Terms

- a. Complete Certification Form and Signature Sheet included at Appendix F
- b. Verify that insurance coverage is available (insurance certificates need not be submitted until the award stage) and express willingness to sign contract as written.
- c. List any proposed contractual terms and conditions that relate to the subject matter reasonably identified in this Solicitation Document or any its attachments. Note that failure to agree to terms required by Oregon State law or City of Woodburn purchasing rules may be grounds for disqualification of the proposal.

Overall Quality and Completeness of the Proposal will be reviewed for:

1. Completeness
2. Attention to Detail
3. Clarity
4. Organization
5. Appearance

PART 6

EVALUATION & SELECTION OF PROPOSALS

The City's Contract Selection Committee will independently read, review and evaluate each proposal, and selection will be made on the basis of the criteria listed below as depicted on the Proposal Evaluation Matrix contained herein.

Each proposal will be read and evaluated on the basis of the criteria listed. If further evaluation is deemed necessary, the Contract Selection Committee may conduct interviews and have discussions with the top ranked firms (usually the top three depending upon the number of proposals received). The City reserves the right, at its sole discretion, to make an award without interviews.

Once evaluations and interviews (if implemented) are completed, the Contract Selection Committee will finalize the rankings of the submitted proposals. Negotiations for a binding fee/rate schedule will then begin with the top ranked firm. If a contract acceptable to the City of Woodburn cannot be negotiated at rates considered fair and reasonable, negotiations shall be terminated with the top ranked firm and negotiations conducted with the next ranked firm, and so on. The Contract Selection Committee will conduct all subsequent negotiations and will make a recommendation to the City Council, serving as the Local Contract Review Board, for the resulting contract award. The City of Woodburn reserves the right to reject all Proposers and/or to withdraw this RFP at any time. The rankings shall remain confidential until after the City issues its Notice of Intent to Award the Contract.

**TO PROVIDE ARCHITECTURAL/ENGINEERING AND RELATED SERVICES
FOR THE WOODBURN COMMUNITY CENTER
PROPOSAL EVALUATION MATRIX**

Maximum Points: 100

FIRM:

	<u>MAXIMUM POINTS</u>	<u>SCORE</u>
1. Management Skills and Technical Expertise	25	_____
2. Credentials of Project Team	25	_____
3. Understanding of Task Requirements	25	_____
4. Capability for a Timely Response	15	_____
5. Compliance with Contractual Terms	10	_____
Total	100	_____

What are the three primary reasons you have for recommending this firm?

What are the three primary reasons you have for rejecting this firm?

General Comments/Clarifications/Questions:

Reservation in Evaluation

The City reserves the right to negotiate with a Proposer over:

- The Statement of Work;
- Compensation level and performance schedules for future work pursuant to ORS 279C.110; and
- Any other terms and conditions as deemed necessary by the City.

Investigation of References

The City reserves the right to investigate and to consider the references and past performance of any proposer with respect to such things as its performance or provision of similar services, compliance with specifications and contractual obligations, and its lawful payment to suppliers, subcontractors and workers. The City may postpone the award or execution of the contract after the announcement of the notice of intent to award in order to complete its investigation.

Preferences

Notwithstanding provisions of law requiring the City to award a contract to the lowest responsible bidder or best proposer or provider, when procuring good and services for any public use, the City shall apply the applicable preferences described in ORS 279A.120 (Preference for Oregon goods and services) and ORS 279A.125 (Preference for recycled materials).

Proposal Rejections

The City reserves the right to:

- Reject any or all proposals not in compliance with all public procedures and requirements;
- Reject any proposal(s) not meeting the specifications set forth herein;
- Waive any and all irregularities in proposals submitted;
 - Consider the competency of proposers in making any award;
 - Reject all proposals; and
 - Award any and all parts of any proposals.

Protests and Appeals

An affected person may protest the solicitation process or award of this contract. Protests must be submitted in writing and delivered in the form and manner prescribed by the Oregon Attorney General's Public Contracting Rules and the City of Woodburn Public Contracting Rules Ordinance.

PART 7

OTHER REQUIREMENTS

A.) *Proposal Acceptance:*

- Proposal shall be legally binding as an offer for a period of 60 days after the closing date. If the City has not accepted a submitting firm's proposal within sixty-(60) days from the RFP closing date, then the firm may withdraw its proposal. The contents of the Proposal will become a contractual obligation upon acceptance by the City.

B.) *Public Records:*

- All Proposals shall become the property of the City and are public records unless otherwise specified. A proposal that contains any information considered a trade secret under ORS 192.501(2) shall be segregated and clearly identified as such. This information shall not be disclosed except in accordance with the Oregon Public Records Law, ORS 192.

C.) *Clarification of Proposals:*

- The City reserves the right to obtain clarification of any point in a firm's proposal or to obtain additional information necessary to evaluate satisfactorily a particular proposal. Failure of a Proposer to respond to such a request for additional information or clarification could result in rejection of the firm's proposal.

D.) *Form of Agreement:*

- A copy of the standard Personal Service Agreement, which the City expects the successful firm or individual to execute, is included as "Attachment C." The agreement will incorporate the terms and conditions from this RFP document and the submitted proposal.

E.) *Proposal Rejection:*

- The City reserves the right:
 - To reject any or all proposals not in compliance with all public procedures and requirements;
 - To reject any proposal not meeting the specifications set forth herein;
 - To waive any or all irregularities in proposals submitted;
 - To reject all proposals;
 - To award any or all parts of any proposal; and
 - To request references and other data to determine responsiveness
- Notice of Intent to Award

- The City shall give written Notice of Intent to Award the contract to all Proposers at least 7 (seven) days prior to the contract award.

F.) *Protest Process:*

- Protests to this RFP must be in writing and must be submitted in the form and manner prescribed by the Oregon Attorney General's Public Contracting Rules and the City of Woodburn Public Contracting Rules.

ATTACHMENT “A”

Woodburn Community Center Conceptual Design Documents



SITE PLAN LEGEND

- 1 - EXISTING BUILDING
- 2 - NEW 2-STORY, SLOPED ROOF
- 3 - NEW 2-STORY, FLAT ROOF
- 4 - EXTERIOR PLAZA
- 5 - MAIN ENTRANCE
- 6 - PARKING
- 7 - EXTERIOR SPORT COURTS
- 8 - PARK PLAZA

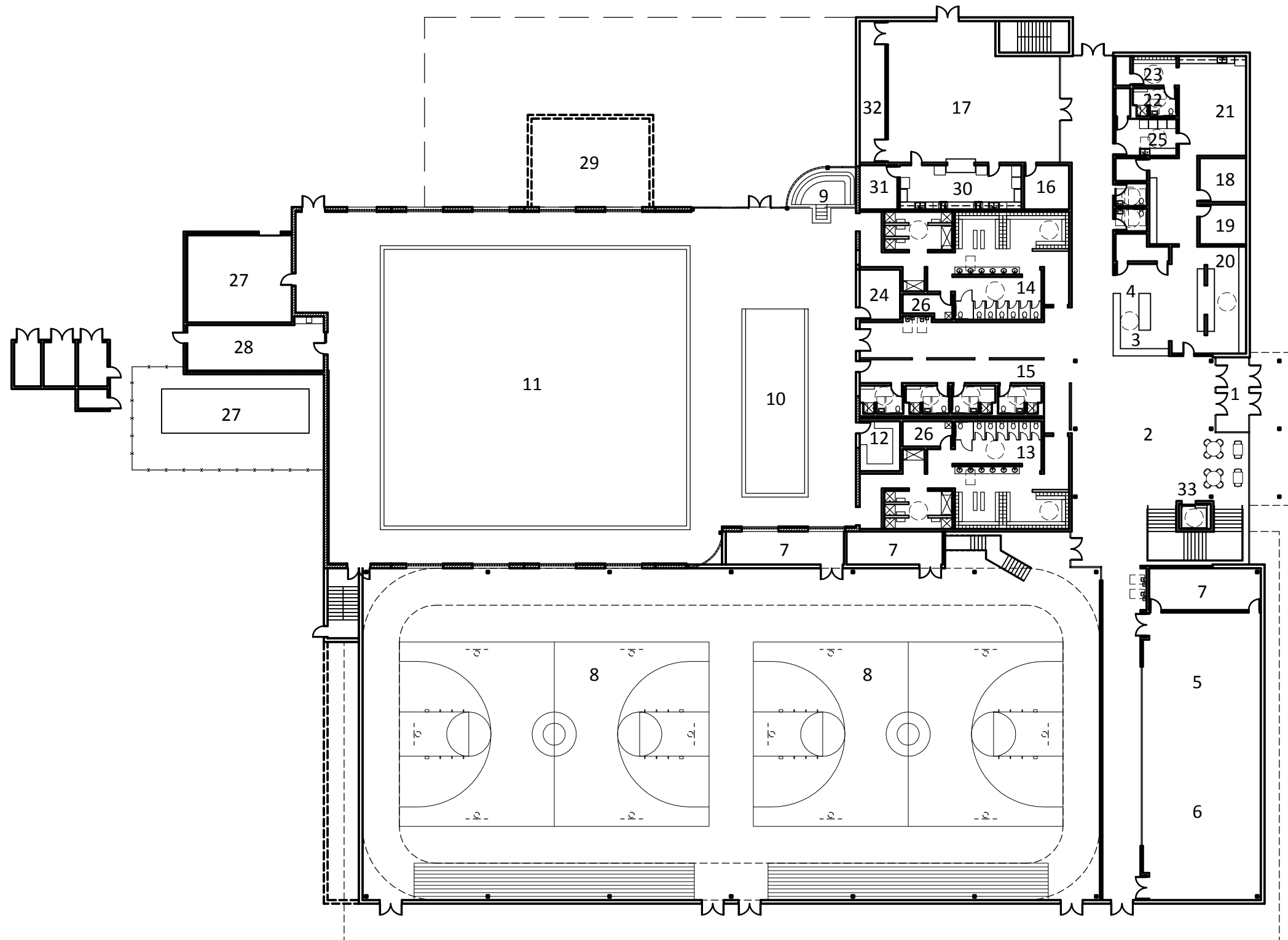
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WOODBURN COMMUNITY CENTER | WOODBURN, OREGON

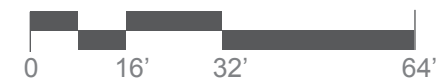
PRELIMINARY CONCEPT





1ST FLOOR PLAN LEGEND

- 1 - ENTRANCE
- 2 - LOBBY
- 3 - RECEPTION
- 4 - CONCESSION / RETAIL
- 5 - WEIGHT ROOM
- 6 - FITNESS ROOM
- 7 - STORAGE
- 8 - MULTI-SPORT COURT
- 9 - SPA
- 10 - WADING POOL
- 11 - LAP POOL
- 12 - SAUNA
- 13 - WOMEN'S CHANGING ROOM
- 14 - MEN'S CHANGING ROOM
- 15 - FAMILY CHANGING ROOM
- 16 - SENIOR CENTER OFFICE
- 17 - SENIOR CENTER MULTI-PURPOSE
- 18 - DIRECTOR'S OFFICE
- 19 - ASSISTANT DIRECTOR'S OFFICE
- 20 - STAFF WORK AREA
- 21 - STAFF BREAKROOM
- 22 - STAFF SHOWER ROOM
- 23 - STAFF LOCKER ROOM
- 24 - FIRST AID STATION
- 25 - LAUNDRY
- 26 - JANITOR'S CLOSET
- 27 - MECHANICAL
- 28 - ELECTRICAL
- 29 - MULTI-PURPOSE ROOM
- 30 - PREP KITCHEN
- 31 - PREP KITCHEN STORAGE
- 32 - SENIOR CENTER STORAGE
- 33 - ELEVATOR



SCALE: 1" = 32'-0"

1.16.2019



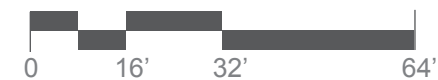
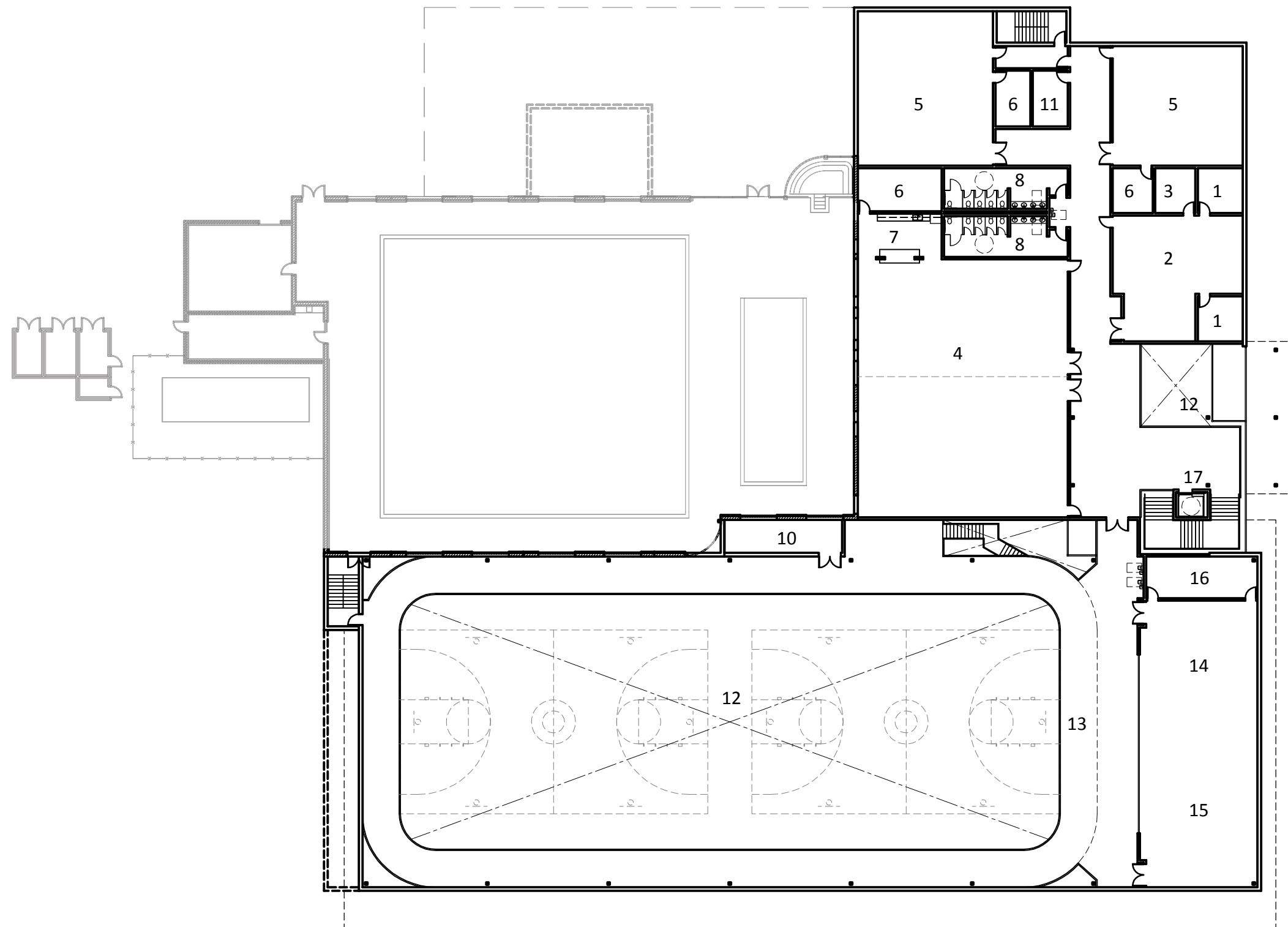
WOODBURN COMMUNITY CENTER | WOODBURN, OREGON

PRELIMINARY CONCEPT



2ND FLOOR PLAN LEGEND

- 1 - PARTNER OFFICES
- 2 - PARTNER MULTI-PURPOSE
- 3 - PARTNER STORAGE
- 4 - MUTLI-PURPOSE: LARGE
- 5 - MUTLI-PURPOSE: SMALL
- 6 - MUTLI-PURPOSE: STORAGE
- 7 - WARMING KITCHEN
- 8 - RESTROOM
- 9 - JANITOR'S CLOSET
- 10 - MECHANICAL
- 11 - ELECTRICAL
- 12 - OPEN TO BELOW
- 13 - RUNNING TRACK
- 14 - WEIGHT ROOM
- 15 - FITNESS ROOM
- 16 - STORAGE
- 17 - ELEVATOR



SCALE: 1" = 32'-0"

1.16.2019



WOODBURN COMMUNITY CENTER | WOODBURN, OREGON

PRELIMINARY CONCEPT





SYSTEMS DESCRIPTION – CONCEPTUAL

date January 21th, 2019

project Woodburn Community Center

1. Building Descriptions:

2-story / A-3 occupancy classification with M and B occupancies on ground floor and B occupancies on the second floor / Type II-A construction (steel columns/structure, metal framed and CMU partitions) with slab-on-grade / 1-hour concrete slab on metal deck at 2nd floor level / Heavy timber glu-lams and exposed roof members at gymnasium and entry with steel joists/decking at remainder of roof framing / fire sprinklers throughout to NFPA Standard 13 / Fully accessible to ANSI 117.1 requirements

2. Site Work:

1. Asphalt Paving: 3" class B asphalt over 8" base at parking and drives, striped as shown on site plan. Recycled plastic wheel stops.
2. Public Sidewalk, Walks and Plazas: 4" concrete over 4" base, integral concrete curb where adjacent to paving, raised concrete curb along parking access drive, 3,500 p.s.i.
3. Landscaping: 20% of site area. New street trees along Oak Street and South Front Street property frontage (1 tree/50'-0" linear feet). Entry Plazas (Street side, Parking side and park side) to have permeable pavers, in-grade planting beds, and bike racks.
4. Irrigation: All landscape areas to be provided with drip irrigation system, zoned beds, and timer controlled
5. Street Improvements: Along Oak Street –new sidewalk, upgrade street lighting, maintain existing street trees, curb and gutter replacement where damaged. South Front Street – upgrade street lighting, curb and gutter replacement where damaged

3. Concrete:

1. Foundation: Perimeter continuous footing, with water-stop and masonry lug. Thickened slab under interior bearing walls. Allow for areas of spread footings at interior and exterior columns due to structural point loads.
2. Ground Floor Slab: 4" thick slab-on-grade, reinforced, over vapor barrier, over 12" compacted gravel base.
 - a. Finishing: Clear sealer at "back of house" or service/mechanical spaces. Polished/dyed concrete at all other locations where exposed
 - b. Radon: Provide 4" perforated PVC pipe in gravel base around perimeter of slab. Vertical risers to route within chases to roof. Allow for future exhaust fans at each riser to create "active" system.
3. 2nd Floor/Ceiling: 2-1/2" concrete slab, reinforced, over 1-1/2", ribbed metal decking

4. Masonry:

1. Brick rainscreen – All exterior walls. Stainless steel ties and 1 1/2" minimum airspace. Brick to be Norman shapes, 4 colors and finish textures - field patterns and coursework to vary on all elevations. Anti-graffiti coating at all exposed brick.

5. Steel:

1. Interior/Exterior walls: 5 1/2" lt. gauge steel framing – studs typ. at 16" o.c. All partitions, etc. non-combustible construction.
2. Structural steel: HSS columns, 8" square for primary structural frame. WF beams at perimeter of 2nd floor/ceiling and roof assembly. Galv. Steel angle ledgers at floor lines, all exterior walls, and over all openings as required to support brick cladding. Galv. steel knife plate attachments for all sunshades. Galv. Steel beams for storefront headers w/ HSS column supports.
3. Roof: Open web steel joists/girders supporting ribbed, metal decking.
4. Miscellaneous Steel: Galvanized handrails at stairwells and exterior ramps.

6. Wood/Plastics:

1. Finish Carpentry:

- a. Interior trim: Prefinished hemlock; 1x6 wood base, 1x4 door and window casing, 1x4 chair rail at community rooms, lobby and office. 1x6 wood base and 1x4 chair rail at Corridors. Stairs, landings and all remaining non-residential rooms to receive rubber base.
- b. Cabinets: Custom casework, white maple plywood for clear finish
- c. Countertops: Solid surface material at kitchens and bathroom lavatories
- d. Reception desk: Stained wood veneer plywood, composite stone work surface and transaction counter (Caesarstone)
- e. Stair treads: Glu-lam, decorative with nosing
- f. Storage closets: Five-row, ventilated wire shelving system with epoxy finish.

7. Thermal/Moisture Protection:

1. Insulation:

- a. Roof Insulation: R-30 polyisocyanurate rigid insulation above roof deck
- b. Exterior Wall Insulation: Blown-in fiberglass insulation in stud wall assembly (5 1/2" cavity), vapor barrier (Certainteed Membrain). 2" continuous, R-8, semi-rigid mineral wool insulation over exterior sheathing at a ll exterior perimeter walls only.
- c. Slab Insulation: For all Ground Floor Slabs: Extend R-15 rigid insulation downward from the top of slab to the top of footing then horizontally beneath slab for 4' width.
- d. Acoustic Insulation: 3 1/2" (R-11) batts at demising walls, corridor walls, and all floor/ceiling assemblies throughout.

2. Weather Resistive Barrier: Fortifiber Weathersmart Commercial wrap, taped and sealed to create air barrier over 5/8" exterior gyp sheathing (DensGlas gold); Self-adhered membrane flashings at windows, corners and penetrations

3. Roofing: Standing seam metal roofing, pre-finished at Gymnasium and Main Entry. Single ply TPO membrane roofing, fully adhered at all other locations. Include re-roofing of existing facilities to remain.

4. Gutters/Downspouts: Rectangular 4x4 downspouts, factory prefinished, 24 gauge minimum. Through wall scuppers at parapet walls with leaderbox and overflow – drain to exterior wall mounted downspouts.

5. Sheet Metal Flashing and Trim: 24-gauge min. prefinished galv steel and 24-gauge min. stainless through wall and window head flashings.

6. Roof Hatch: Provide OSHA compliant roof access hatch, 3'-0" x 4'-0" minimum

8. Doors and Windows:

1. Windows:

- a. Storefront: Anodized aluminum storefront, thermally broken at exterior locations: Kawneer or equal.
- b. Windows: Double-glazed, fiberglass windows, U=.28 max, fixed and casement configuration

2. Doors:

- a. Exterior Doors: Storefront entrance systems at all entries, HM doors and frames at all fire egress and service functions
- b. Interior Doors: Solid-core, wood-veneer faced, clear finished with pre-finished, knock-down metal frames and casing.
- c. Operable partition: Modernfold, single-panel system, Acousti-Seal Encore @ large assembly space at 2nd floor
- d. Access doors: Rated and non-rated ceiling/wall access doors and frame units for attic and MEP access
- e. Hardware: Interior; Schlage cylinders, heavy-duty C and ND series with wrap-back lever style. Exterior; Best cylinders, heavy-duty with best lever handles. Allow for power-assisted doors at storefront entries

9. Finishes

1. Walls:

1. Exterior Walls: 1-layer 5/8" gypsum sheathing exterior side. 1-layer 5/8" gypsum board interior side.
2. Interior Walls: 5/8" gypsum board each side, 1 layer 5/8" gypsum board and shaft liner at shaft walls (Stairs, elevator).

3. Demising Walls: 5/8" gypsum board each side, one side installed over 1/2" acoustic resilient channels.
 4. Plastic laminate wainscot at all Corridors, community spaces, restrooms and janitor closets - add durable wainscot panels (1/2" melamine face) to 3'6" high, mechanically fastened with continuous extruded aluminum J reglet top trim, butt end joints. Allow for stainless steel corner guards at all outside corners.
2. Ceilings:
 1. 1-layer 5/8" gypsum board on suspended, continuous channels.
 2. Elevator and stair towers: (2) layers 5/8" gypsum board on RC-1 resilient channels over (1) layer 5/8" gypsum board at underside framing.
 3. Adhesive applied 12x12 acoustic tiles over gyp. bd. ceiling per plans in community rooms.
 4. Dropped ceiling at corridors (elec/tel/data chase), and all floor one common spaces: (1) layer 5/8" gypsum board on light gauge metal framing.
 5. Gymnasium/main-entry: exposed roof decking, clear finish
 3. Flooring:
 1. Gymnasium: Gerflor, Taraflex Sport M Plus, Maple
 2. Fitness/Weight rooms: Gerflor, Taraflex Sport M comfort
 3. Running Track: Gerflor, Taraflex Sport M Performance
 4. Offices: Carpet tile; commercial, nylon level loop with transition strips
 5. Community Rooms: Luxury vinyl tile, plank
 6. Restrooms: 12"x12" ceramic floor tile
 7. Changing rooms/kitchens: 6" square, slip-resistant quarry tile
 8. Ground floor entry lobby: Polished/dyed concrete, inset walk off mat (10' depth) at each entry
 9. 2nd floor circulation: Carpet tile; commercial, nylon level loop with transition strips
 10. Service/Back-of-house: Sealed concrete
 4. Painting / Texture:
 1. Interior Walls, Ceilings: Smooth finish (Leve 4) with 2-coats interior latex, semi-gloss finish, low V.O.C., over primer coat.

10. Specialties:

1. Signage: Acrylic with raised lettering, symbols and braille - Room i.d. at each room, egress signage at all stairs and elevator landings and wayfinding signs at lobby each floor.
2. Building Signage: wall mounted building name lettering (10" cast aluminum letters)
3. Restroom Accessories (ASI, Bobrick, Basco or approved equal):
 1. Toilet paper roll dispenser: high capacity, 3-roll dispenser
 2. Soap dispenser: universal dispenser
 3. Paper towel dispenser: hands-free roll towel dispenser
 4. Grab bars: stainless steel with satin finish, flanged with concealed fasteners
 5. Mirrors: 1/4" mirror, safety glazing in stainless steel frame
 6. Sanitary product receptacle: one in each Women's restroom and in each gender-neutral restroom
 7. Sanitary napping dispenser: one in each Women's restroom and in each gender-neutral restroom
 8. Seat cover dispenser
 9. Waste receptacle: free-standing, 32-gallon, open-top receptacle
 10. Under-lavatory guard
4. Fire Protection:
 - a. Fire Extinguisher Cabinet (FEC): Semi-recessed, FECS and extinguishers as required by local Fire Marshall
 - b. Knox-Box: exterior, located near main entry. Coordinate final location with Fire Marshall
 - c. Automatic External Defibrillator (AED): Provide four; three on main floor and one on second floor

11. Equipment:

1. Common Area appliances/equipment:
 1. Refrigerator/freezer: Energy Star 18.1 cu. ft. side-by-side
 2. Dishwasher: Energy Star 24" dishwasher (#GSD2200GWW or approved equal)
 3. Range: 30", 5.0 cu. ft. drop-in with front-mounted controls, locking Exhaust hood: vented vertically to roof
 4. Two-compartment sink: Stainless steel, with standard faucet

12. Furnishings:

1. Layout by 3rd party consultant (FFE).

2. Window treatments: horizontal roller shades with manual operation

13. Elevators:

1. One elevator - 3500 lb capacity holeless hydraulic (Thyssenkrupp Endura)

14. Mechanical Systems:

1. Common Areas:
 1. Fan coil units, forced air ventilation with preheat system, ducted delivery throughout. Wall mounted electric radiant heaters at stairs.
 2. Wall mounted ductless split system at Elevator machine room and at Electrical room.

15. Plumbing Systems:

1. Common Area Plumbing:
 1. Hot Water: centrally located water heaters, gas-fired, vertical style with master mixing valve assembly and brass relief valves with drainage piping
 2. Water closets (Accessible): Floor mount, 1.28 GPF, vitreous china, commercial weight heavy duty seat.
 3. Urinals: wall-mounted, .125 gpf fixture
 4. Lavatories: Accessible, wall hung, vitreous china with integral backsplash, faucet with lever handles, hot water and drain pipe insulation. Lavatory Faucet 1.5 GPM max.
 5. Drinking Fountain (Accessible): Haws 1108, stainless steel, dual height, wall hung.
 6. Kitchen Sink: Double compartment, 20-gauge stainless steel, faucet with lever handles, 1.5 GPM max.; hot water and drain pipe insulation.
 7. Mop sink at each janitor room (5)
 8. Exterior hose bibbs (Woodford model #25 series or equal) at approximately 100-foot intervals on perimeter of building, in parking area and entry plazas, at each roof deck; freeze-proof with vacuum breaker and shutoff valve.

16. Electrical Systems:

1. Common Areas
 1. Exterior Light fixtures: All to be installed with daylight sensors.
 2. Exterior Site Lighting:
 1. Light bollards at each front and rear entry plaza
 2. Light poles at parking area.
 3. Building mounted directional lighting for building signage.
 3. Data Network: Central Service - cable to office, community rooms.
 4. Community Rooms Lighting: Pendant fixtures and cove lighting strips - To be selected.
 5. Security: Surveillance System – provide cameras to monitor (8) locations – wired to control/monitor DVR station in manager office.

Woodburn Community Center Woodburn, Or. Carleton Hart Architecture Portland, Or. Conceptual Estimate 1.1	ACC Cost Consultants, LLC Stanley J. Psczołkowski 8060 SW Pfaffle Street, Suite 110 Tigard, Oregon 97223-8489 Phone: (503) 718-0075 Fax: (503) 718-0077 www.ArchCost.com	Estimate Date: 15-Mar-19 Document Date: 16-Jan-19 Print Date: 15-Mar-19 Print Time: 4:32 PM Constr. Start: Spring 2021
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DIRECT CONSTRUCTION COST SUMMARY

Component	Area	\$ / SF	Total
Addition Estimate	62,800 sf	\$362.85 /sf	\$22,787,238
Existing Building Estimate	15,000 sf	\$81.02 /sf	\$1,215,315
Site Work Estimate	1 sum		\$2,818,029
TOTAL DIRECT CONSTRUCTION COST	77,801 sf	\$344.73 /sf	\$26,820,583
Budget			\$0
Indicated Surplus / (Deficit)			(\$26,820,583)
<u>ALTERNATES - none indicated for pricing</u>			

The above estimates are for direct construction cost only. They do not include furnishings & equipment, architect and engineer design fees, consultant fees, inspection and testing fees, plan check fees, state sales tax, hazardous material testing and removal, financing costs, owners contingency, nor any other normally associated development costs.

The above estimates assume a competitively bid project, with at least three qualified bidders in each of the major sub-trades as well as the general contractors.

The above estimates assume a construction start date of: Spring 2021. If the start of construction is delayed beyond the date above, the estimates must be indexed at a rate of 5% to 7% per year compounded.

This is a probable cost estimate based on in-progress documentation provided by the Architect. The actual bid documents will vary from this estimate due to document completion, detailing, specification, addendum, etc. The estimator has no control over the cost or availability of labor, equipment, materials, over market conditions or contractor's method of pricing, and contractor's construction logistics and scheduling. This estimate is formulated on the estimator's professional judgment and experience. The estimate makes no warranty, expressed or implied, that the quantities, bids or the negotiated cost of the work will not vary from the estimator's opinion of probable construction cost.

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SUMMARY	Addition	Existing Building	Site Work	Total
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DIRECT CONSTRUCTION COSTS	\$ / sf	Cost	\$ / sf	Cost	Cost	
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Area		62,800 sf		15,000 sf			
02 EXISTING CONDITIONS		\$1.16	\$72,600	\$2.63	\$39,390	\$59,230	\$171,220
03 CONCRETE		12.05	756,461	0.00			756,461
04 MASONRY		15.51	974,016	0.00			974,016
05 METALS		31.30	1,965,607	0.65	9,750		1,975,357
06 WOOD, PLASTICS & COMPOSITES		19.02	1,194,693	1.45	21,770		1,216,463
07 THERMAL & MOISTURE PROTECTION		20.81	1,306,990	23.58	353,650		1,660,640
08 OPENINGS		10.99	690,380	0.00			690,380
09 FINISHES		43.40	2,725,528	3.00	45,000		2,770,528
10 SPECIALTIES		4.39	275,653	0.00			275,653
11 EQUIPMENT		1.77	111,300	0.00			111,300
12 FURNISHINGS		0.75	46,930	0.00			46,930
13 SPECIAL CONSTRUCTION		0.00	0	0.00			0
14 CONVEYING EQUIPMENT		1.51	95,000	0.00			95,000
21 FIRE SUPPRESSION		5.00	314,000	0.00			314,000
22 PLUMBING		10.11	634,700	5.00	75,000		709,700
23 HVAC		30.50	1,915,400	7.50	112,500		2,027,900
26 ELECTRICAL		29.73	1,867,231	10.00	150,000		2,017,231
31 EARTHWORK		2.96	185,935	0.00		386,975	572,910
32 EXTERIOR IMPROVEMENTS						887,218	887,218
33 UTILITIES						537,958	537,958
SUB-TOTAL		\$240.96	\$15,132,424	\$53.80	\$807,060	\$1,871,381	\$17,810,865
Estimating/Design Contingency	15.00%	36.14	2,269,864	8.07	121,059	280,707	2,671,630
Index To Construction Start	12.35%	34.22	2,149,183	7.64	114,623	265,783	2,529,588
General Conditions / Insurance / Bond	11.00%	34.25	2,150,662	7.65	114,702	265,966	2,531,329
General Contractor OH & Profit	5.00%	17.28	1,085,107	3.86	57,872	134,192	1,277,171
TOTAL DIRECT CONSTRUCTION COST		\$362.85	\$22,787,238	\$81.02	\$1,215,315	\$2,818,029	\$26,820,583

Addition Estimate

Woodburn Community Center
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Addition Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
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02 EXISTING CONDITIONS						
Structure Demolition						
remove portion of exist building	6,700	sf	\$7.50	\$50,250		
cut openings in walls	100	lf	20.00	2,000		
removals at exist ext. walls	230	lf	20.00	4,600		
misc. demo	62,800	sf	0.10	6,280		
haul & disposal	1	sum	9,470.00	9,470		
Sub-total	62,800	sf	1.16 /sf		72,600	
SUB-TOTAL 02 EXISTING CONDITIONS			1.16 /sf		\$72,600	

03 CONCRETE						
Poured-In-Place Concrete						
Forming						
continuous wall footing	2,670	sf	8.50	22,695		
spread footings	1,117	sf	8.75	9,776		
foundation walls	4,450	sf	13.50	60,075		
slab on grade	38,080	sf	1.00	38,080		
topping slab on metal deck	25,200	sf	1.00	25,200		
misc. forming accessories	1	sum	15,582.60	15,583		
Sub-total	62,800	sf	2.73 /sf		171,409	
Reinforcing Steel						
continuous wall footing	15,575	lbs	1.25	19,469		
spread footings	3,600	lbs	1.25	4,500		
foundation walls	4,450	lbs	1.25	5,563		
slab on grade	40,330	lbs	1.25	50,413		
mesh						
topping slab on metal deck	25,200	sf	1.25	31,500		
Sub-total	62,800	sf	1.77 /sf		111,445	
Redi-Mix Concrete						
3,500 psi	1,196.7	cy	145.00	173,515		
Sub-total	62,800	sf	2.76 /sf		173,515	
Placing						
continuous wall footing	207.7	cy	35.00	7,268		
spread footings	37.2	cy	35.00	1,303		
foundation walls	58.0	cy	115.00	6,667		
slab on grade	566.8	cy	30.00	17,003		
topping slab on metal deck	327.0	cy	30.00	9,810		
pump / transport concrete	1,196.7	cy	35.00	41,883		
Sub-total	62,800	sf	1.34 /sf		83,934	
Finishing						
set screeds	38,080	sf	0.40	15,232		
topping slab on metal deck	25,200	sf	0.40	10,080		
cure slabs	38,080	sf	0.40	15,232		
topping slab on metal deck	25,200	sf	0.40	10,080		
trowel slabs	38,080	sf	0.90	34,272		
topping slab on metal deck	25,200	sf	0.90	22,680		
sealer	63,280	sf	0.60	37,968		
float footing tops	720	sf	0.60	432		
sawcut control joint at sog	38,080	sf	0.40	15,232		
break wall ties, patch & plug	4,450	sf	3.50	15,575		
Sub-total	62,800	sf	2.82 /sf		176,783	

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03 CONCRETE - Continued						
Miscellaneous						
stair fill	6	flight	1,750.00	10,500		
housekeeping pads	500	sf	15.00	7,500		
elevator sump pit w/grate	1	ea	1,500.00	1,500		
set column anchor bolts	50	set	125.00	6,250		
grout baseplates	50	ea	150.00	7,500		
drill & dowel into existing slab	175	ea	35.00	6,125		
Sub-total	62,800	sf	0.63 /sf		39,375	
SUB-TOTAL 03 CONCRETE			12.05 /sf		\$756,461	
04 MASONRY						
Brick						
vener	21,888	sf	40.00	875,520		
anti graffiti coating	21,888	sf	2.50	54,720		
scaffold / hoisting	21,888	sf	2.00	43,776		
Sub-total	62,800	sf	15.51 /sf		974,016	
SUB-TOTAL 04 MASONRY			15.51 /sf		\$974,016	
05 METALS						
Structural Steel - Beams, Columns, Etc.						
floor structure @ 2nd level	113.4	ton	6,500.00	737,100		assume 9.0 # / sf
roof framing - non gym areas	64.8	ton	6,500.00	421,200		assume 7 # / sf
metal deck						
floor - 2nd level	25,200	sf	3.75	94,500		
roof	18,500	sf	3.50	64,750		
shear studs	2,800	ea	6.50	18,200		
canopy framing @ front entry	588	sf	60.00	35,280		
miscellaneous bracing, baseplates, etc.	15%	of	1,371,030.00	205,655		
stair	6	flight	12,000.00	72,000		
stair @ entry lobby	1	sum	35,000.00	35,000		
rigging & hoisting	1	sum	50,000.00	50,000		
Sub-total	62,800	sf	27.61 /sf		1,733,685	
Miscellaneous Metals						
railings						
stair guardrail	72	lf	185.00	13,320		
stair handrail, wall mounted	90	lf	55.00	4,950		
entry lobby stair railing	110	lf	350.00	38,500		
running track guardrail	500	lf	200.00	100,000		
ladder to gym roof	1	ea	1,500.00	1,500		
masonry relieving angles	21,888	sf	1.50	32,832		
miscellaneous	62,800	sf	0.65	40,820		
Sub-total	62,800	sf	3.69 /sf		231,922	
SUB-TOTAL 05 METALS			31.30 /sf		\$1,965,607	
06 WOOD, PLASTICS & COMPOSITES						
Rough Carpentry						
miscellaneous blocking & framing	62,800	sf	0.65	40,820		
glulams/decking @ gymnasium/entry	20,100	sf	40.00	804,000		roof framing
roof sheathing	39,900	sf	2.75	109,725		
fasteners & hardware	1	sum	63,360.00	63,360		
Sub-total	62,800	sf	16.21 /sf		1,017,905	

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06 WOOD, PLASTICS & COMPOSITES - Continued						
Interior Finish Carpentry / Millwork						
window, door trim - 1x4	62,800	sf	0.25	15,700		allowance
wood base - 1x6	1,845	lf	14.50	26,753		
chair rail - 1x4	1,950	lf	12.00	23,400		
glu-lam treads @ entry stair	160	lf	60.00	9,600		
Sub-total	62,800	sf	1.20 /sf		75,453	
Architectural Wood Casework						
staff breakroom - base cabinet - plam	15.0	lf	350.00	5,250		
staff breakroom - wall cabinet - plam	15.0	lf	225.00	3,375		
laundry - shelving	7.0	lf	175.00	1,225		
prep kitchen base cabinets	32.0	lf	375.00	12,000		solid surface ctr tops
prep kitchen wall cabinets	32.0	lf	225.00	7,200		
prep kitchen serving counter	9.0	lf	275.00	2,475		
shower room vanities	36.0	lf	250.00	9,000		solid surface ctr tops
reception desk	30.0	lf	650.00	19,500		custom
reception area casework - other	28.0	lf	350.00	9,800		
2nd flr restroom vanities	20.0	lf	250.00	5,000		solid surface ctr tops
warming kitchen base cabinets	15.0	lf	375.00	5,625		
warming kitchen wall cabinets	15.0	lf	225.00	3,375		
warming kitchen island	11.0	lf	450.00	4,950		
misc. casework	62,800	sf	0.20	12,560		
Sub-total	62,800	sf	1.61 /sf		101,335	
SUB-TOTAL 06 WOOD, PLASTICS & COMPOSITES			19.02 /sf		\$1,194,693	

07 THERMAL & MOISTURE PROTECTION						
Waterproofing & Damproofing						
damproofing	2,000	sf	1.00	2,000		
waterproofing		sf	11.00	0		
elevator pit	1	sum	3,500.00	3,500		
Sub-total	62,800	sf	0.09 /sf		5,500	
Insulation						
rigid insulation						
roof, r-30	39,900	sf	6.50	259,350		
tapered insulation premium	12,500	sf	4.00	50,000		
slab edge insulation	4,800	sf	1.50	7,200		
exterior insulation						
blown in fiberglass	21,888	sf	1.50	32,832		
mineral wool over shtg - a2 walls	15,000	sf	2.50	37,500		gymnasium area - verify
vapor & weather barriers	24,077	sf	3.50	84,269		
Sub-total	62,800	sf	7.50 /sf		471,151	
Metal Roofing						
prefinished metal roofing	27,400	sf	20.50	561,700		
slip sheet	30,140	sf	0.35	10,549		
Sub-total	62,800	sf	9.11 /sf		572,249	
Membrane Roofing						
tpo single ply	12,500	sf	10.00	125,000		
covered bd	12,500	sf	1.55	19,375		
substrate bd	12,500	sf	1.30	16,250		
vapor barrier	12,500	sf	0.95	11,875		
protective walkway pads	1,250	sf	7.00	8,750		
Sub-total	62,800	sf	2.89 /sf		181,250	

Woodburn Community Center
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 Tigard, Oregon 97223-8489
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Addition Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
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07 THERMAL & MOISTURE PROTECTION - Continued						
Flashing & Sheet Metal						
gutters	62,800	sf	0.25	15,700		
downspouts	62,800	sf	0.15	9,420		
scuppers / conductor collectors	4	ea	350.00	1,400		
flashing						
parapet cap	350	lf	20.00	7,000		
miscellaneous	62,800	sf	0.25	15,700		
Sub-total	62,800	sf	0.78 /sf		49,220	
Roof Accessories						
roof hatch	1	ea	2,500.00	2,500		
Sub-total	62,800	sf	0.04 /sf		2,500	
Caulking & Sealants						
caulking / firestopping	62,800	sf	0.40	25,120		
Sub-total	62,800	sf	0.40 /sf		25,120	
SUB-TOTAL 07 THERMAL & MOISTURE PROTECTION			20.81 /sf		\$1,306,990	

08 OPENINGS						
Doors, Frames & Hardware (includes installation)						
exterior						
entry doors	5	pair	7,500.00	37,500		
hm egress doors	4	pair	3,500.00	14,000		gym
hm egress doors	2	ea	1,850.00	3,700		stairwells
ada actuator	2	ea	4,000.00	8,000		
interior doors						
entry vestibule doors	2	pair	6,500.00	13,000		
single passage	48	ea	1,700.00	81,600		
pairs	18	pair	3,200.00	57,600		
access doors	1	sum	1,500.00	1,500		
Sub-total	62,800	sf	3.45 /sf		216,900	
Relites & Sidelites						
gymnasium window wall	630	sf	65.00	40,950		
fitness classroom relite	60	sf	40.00	2,400		
weight room	350	sf	60.00	21,000		
office area	100	sf	40.00	4,000		
pool visitor corridor	30	sf	40.00	1,200		
multi purpose rooms	160	sf	40.00	6,400		
misc. relites	62,800	sf	0.10	6,280		
Sub-total	62,800	sf	1.31 /sf		82,230	
Overhead & Coiling Doors						
coiling grille @ kitchen	48	sf	50.00	2,400		verify
Sub-total	62,800	sf	0.04 /sf		2,400	
Windows						
curtainwall	1,680	sf	115.00	193,200		lobby entry
storefront @ other entries	200	sf	85.00	17,000		
windows						
fiberglass	2,000	sf	80.00	160,000		allowance
premium for operable	12	ea	250.00	3,000		allowance
Sub-total	62,800	sf	5.94 /sf		373,200	

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08 OPENINGS - Continued						
Skylights						
skylights	124	sf	100.00	12,400		allowance
Sub-total	62,800	sf	0.20 /sf		12,400	
Louvers						
wall louvers	50	sf	65.00	3,250		allowance
Sub-total	62,800	sf	0.05 /sf		3,250	
SUB-TOTAL 08 OPENINGS			10.99 /sf		\$690,380	

09 FINISHES						
Gypsumboard Systems						
ext. wall stud framing, 6" 18 ga.	21,888	sf	14.50	317,376		
ext. gyp sheathing	21,888	sf	3.75	82,080		
gypbd interior	21,888	sf	3.50	76,608		
full height partitions - 1st floor	21,270	sf	16.50	350,955		
full height partitions - 2nd floor	17,346	sf	16.50	286,209		
acoustic at walls	38,616	sf	1.00	38,616		
acoustic at ceilings	17,200	sf	1.00	17,200		
furring at existing walls	8,050	sf	12.00	96,600		allowance - verify
gypboard ceilings @ stairs, elevators	600	sf	20.00	12,000		3 layers + furring
gypboard ceilings @ 1st floor	18,500	sf	12.50	231,250		
gypboard ceilings @ 2nd floor	17,300	sf	12.50	216,250		
accessories, miscellaneous, bracing, etc.	1	sum	129,385.80	129,386		
Sub-total	62,800	sf	29.53 /sf		1,854,530	
Ceilings						
acoustic tiles - 12x12 - adhesive applied	8,990	sf	7.00	62,930		community rooms
Sub-total	62,800	sf	1.00 /sf		62,930	
Porcelain/Ceramic Tile						
ceramic floor tile	2,270	sf	20.00	45,400		restrooms
Sub-total	62,800	sf	0.72 /sf		45,400	
Quarry Tile						
floor tile	1,100	sf	20.00	22,000		changing rooms, kitchen
Sub-total	62,800	sf	0.35 /sf		22,000	
Gerflor Systems						
gym floor	18,600	sf	12.75	237,150		
fitness/weight room	5,200	sf	14.00	72,800		1st & 2nd floors
running track surface	5,400	sf	12.75	68,850		
Sub-total	62,800	sf	6.03 /sf		378,800	
Resilient						
lvt	4,830	sf	9.00	43,470		community rooms
base						
rubber	3,600	lf	3.00	10,800		
Sub-total	62,800	sf	0.86 /sf		54,270	
Concrete Finish						
polished/dyed - entry lobby	2,500	sf	7.50	18,750		
Sub-total	62,800	sf	0.30 /sf		18,750	
Carpet						
carpet tile	396	sy	45.00	17,798		3,390 sf
Sub-total	62,800	sf	0.28 /sf		17,798	

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09 FINISHES - Continued						
Wall Coverings						
plam wainscot	7,123	sf	12.00	85,470		corr's, comm spaces, r.r.'s
Sub-total	62,800	sf	1.36 /sf		85,470	
Paint & Wallcoverings						
paint / finish door & frame	94	lvs	130.00	12,220		
paint gypboard ceilings / fascias	36,400	sf	1.20	43,680		
paint interior walls	99,120	sf	1.00	99,120		
stain exposed structure	18,000	sf	1.00	18,000		gym
miscellaneous specialty painting	62,800	sf	0.20	12,560		
Sub-total	62,800	sf	2.96 /sf		185,580	
SUB-TOTAL 09 FINISHES			43.40 /sf		\$2,725,528	

10 SPECIALTIES						
Visual Display Systems						
markerboard						
12' x 4'	2	ea	768.00	1,536		verify
tackboards						
4' x 4'	4	ea	144.00	576		verify
Sub-total	62,800	sf	0.03 /sf		2,112	
Signage Systems						
directories, bulletin boards, etc.	1	sum	0.00	0		NIC
signs, ada & code required	62,800	sf	0.07	4,396		
building signage - 10" cast aluminum	1	sum	3,500.00	3,500		
Sub-total	62,800	sf	0.13 /sf		7,896	
Toilet Partitions						
ada	4	ea	1,200.00	4,800		
standard	20	ea	950.00	19,000		
urinal screen	4	ea	650.00	2,600		
Sub-total	62,800	sf	0.42 /sf		26,400	
Folding Panel Partition						
operable partition	560	sf	65.00	36,400		2nd flr large multi purpose rm
Sub-total	62,800	sf	0.58 /sf		36,400	
Wall Protection & Corner Guards						
ss corner guards, 4' ht.	25	ea	125.00	3,125		
Sub-total	62,800	sf	0.05 /sf		3,125	
Toilet Accessories (includes installation)						
grab bars, 2 piece	9	sets	125.00	1,125		
mirrors - large	4	ea	1,000.00	4,000		
mirrors - small	7	ea	125.00	875		
paper towel dispenser / receptacle	9	ea	425.00	3,825		
janitor tool holder	2	ea	80.00	160		
sanitary napkin dispenser	5	ea	475.00	2,375		
sanitary napkin disposal	5	ea	55.00	275		
hooks	36	ea	25.00	900		
folding shower seat	2	ea	250.00	500		
shower curtain rod	6	ea	50.00	300		
shower curtain & hooks	6	ea	50.00	300		
toilet paper dispenser	27	ea	50.00	1,350		
seat cover dispenser	27	ea	65.00	1,755		
soap dispenser	9	ea	115.00	1,035		
Sub-total	62,800	sf	0.30 /sf		18,775	

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10 SPECIALTIES - Continued						
Fire Extinguisher & Cabinets						
fec	12	ea	250.00	3,000		
aed	4	ea	1,500.00	6,000		
knoxbox	1	ea	325.00	325		
Sub-total	62,800	sf	0.15 /sf		9,325	
Lockers						
staff shower room	11	frame	350.00	3,850		
mens, womens changing rooms	150	frame	350.00	52,500		
Sub-total	62,800	sf	0.90 /sf		56,350	
Benches - Laminated Wood						
shower rooms	145	lf	100.00	14,500		
sauna room	32	lf	100.00	3,200		
Sub-total	62,800	sf	0.28 /sf		17,700	
Metal Storage Shelving						
storage closets	150	lf	75.00	11,250		
Sub-total	62,800	sf	0.18 /sf		11,250	
Exterior Specialties						
sun control devices	62,800	sf	1.00	62,800		allowance
canopies	588	sf	40.00	23,520		allowance
Sub-total	62,800	sf	1.37 /sf		86,320	
SUB-TOTAL 10 SPECIALTIES			4.39 /sf		\$275,653	

11 EQUIPMENT						
Residential Appliances						
dishwasher	1	ea	950.00	950		
range	1	ea	1,250.00	1,250		
refrigerator	1	ea	1,100.00	1,100		
vent hood	1	ea	1,000.00	1,000		
Sub-total	62,800	sf	0.07 /sf		4,300	
Projection Screens / Projector Brackets						
manual	2	ea	500.00	1,000		
projector bracket	2	ea	350.00	700		
Sub-total	62,800	sf	0.03 /sf		1,700	
Gym Equipment						
bleachers	120	seat	135.00	16,200		
backboards						
main baskets	4	ea	6,500.00	26,000		
side baskets	8	ea	4,500.00	36,000		
wall mats	300	sf	12.00	3,600		
court markings	1	sum	2,500.00	2,500		
scoreboards	1	sum	0.00	0		nic
volleyball inserts	4	ea	250.00	1,000		
Sub-total	62,800	sf	1.36 /sf		85,300	
Sound Systems						
gymnasium	1	sum	20,000.00	20,000		allowance
Sub-total	62,800	sf	0.32 /sf		20,000	
SUB-TOTAL 11 EQUIPMENT			1.77 /sf		\$111,300	

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12 FURNISHINGS						
Window Treatment						
roller shades, manual	2,000	sf	11.00	22,000		
Sub-total	62,800	sf	0.35 /sf		22,000	
Floor Mats & Frames						
walk-off mat, recessed	294	sf	45.00	13,230		
Sub-total	62,800	sf	0.21 /sf		13,230	
Site Furnishings						
bike racks	12	ea	350.00	4,200		
trash receptors	2	ea	1,500.00	3,000		
planters	6	ea	750.00	4,500		
Sub-total	62,800	sf	0.19 /sf		11,700	
SUB-TOTAL 12 FURNISHINGS			0.75 /sf		\$46,930	
14 CONVEYING EQUIPMENT						
Elevators						
passenger hydraulic elevator	2	stop	45,000.00	90,000		
cab finishes	1	sum	5,000.00	5,000		
Sub-total	62,800	sf	1.51 /sf		95,000	
SUB-TOTAL 14 CONVEYING EQUIPMENT			1.51 /sf		\$95,000	
21 FIRE SUPPRESSION						
Fire Sprinklers						
sprinklers, wet	62,800	sf	5.00	314,000		
Sub-total	62,800	sf	5.00 /sf		314,000	
SUB-TOTAL 21 FIRE SUPPRESSION			5.00 /sf		\$314,000	
22 PLUMBING						
Plumbing						
roof rain drain system	12,500	sf	1.75	21,875		
water closets	31	ea	1,350.00	41,850		
urinals	4	ea	1,350.00	5,400		
lav. sinks	27	ea	1,275.00	34,425		
kitchen sinks	3	ea	1,350.00	4,050		
mop sinks	5	ea	1,150.00	5,750		
showers	11	ea	4,000.00	44,000		
drinking fountain	2	ea	3,750.00	7,500		
floor drains	10	ea	725.00	7,250		
water heater system	1	ea	15,000.00	15,000		
hose bibs	6	ea	750.00	4,500		
sump pump for elevator	1	ea	3,500.00	3,500		
misc. plumbing items	62,800	sf	0.50	31,400		
insulation & piping	62,800	sf	6.50	408,200		
Sub-total	62,800	sf	10.11 /sf		634,700	
SUB-TOTAL 22 PLUMBING			10.11 /sf		\$634,700	

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23 HVAC						
HVAC						
hvac	62,800	sf	30.50	1,915,400		allowance
Sub-total	62,800	sf	30.50 /sf		1,915,400	
SUB-TOTAL 23 HVAC			30.50 /sf		\$1,915,400	

26 ELECTRICAL						
Electrical Distribution						
1600 amp electrical service	1	sum	35,220.64	35,221		
grounding	1	sum	9,534.40	9,534		
panels/transformers	1	sum	77,172.00	77,172		
feeders	1	sum	107,616.00	107,616		
100kw emergency generator/fuel/offload	1	sum	73,707.52	73,708		
electrical rough in/home runs	1	sum	217,120.00	217,120		
electrical devices/connections	1	sum	114,460.00	114,460		
pool connections/grounding	1	sum	40,592.00	40,592		
hvac connections	1	sum	78,500.00	78,500		
elevator module/connections/feeder	1	sum	12,348.70	12,349		
Sub-total	62,800	sf	12.20 /sf		766,272	
Furnish/Install Lighting						
interior lighting material allowance	1	sum	330,000.00	330,000		
installation labor	1	sum	69,502.00	69,502		
lighting circuits/boxes	1	sum	103,014.00	103,014		
lighting controls	1	sum	132,089.20	132,089		
Sub-total	62,800	sf	10.11 /sf		634,605	
Low Voltage						
mdf room equipment	1	sum	16,500.00	16,500		
horizontal cabling	160	ea	395.00	63,200		
wap installation/cabling	16	ea	875.00	14,000		
catv cabling	5	ea	380.00	1,900		
av rough in	1	sum	37,500.00	37,500		
das	1	sum	80,000.00	80,000		
paging speakers	65	ea	320.00	20,800		
paging equipment	1	sum	18,500.00	18,500		
Sub-total	62,800	sf	4.02 /sf		252,400	
Fire Alarm						
fa installation	1	sum	37,701.00	37,701		
fa devices/equipment/programming	1	sum	80,603.44	80,603		
card access locations	6	ea	4,030.88	24,185		
cctv interior locations	8	ea	2,042.58	16,341		
cctv exterior locations	4	ea	4,030.88	16,124		
security programming/equipment	1	sum	39,000.00	39,000		
Sub-total	62,800	sf	3.41 /sf		213,954	
SUB-TOTAL 26 ELECTRICAL			29.73 /sf		\$1,867,231	

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31 EARTHWORK						
Excavation & Fill - Building Related						
engineered backfill		cy	0.00	0		see site work estimate
elevator pit excavation / backfill	1	sum	2,500.00	2,500		
footing excavation	612	cy	30.00	18,368		
footing backfill	367	cy	35.00	12,858		
level & grade	38,080	sf	0.35	13,328		
12" gravel under slab	1,481	cy	45.00	66,645		
vapor barrier	41,888	sf	0.75	31,416		
radon piping system	62,800	sf	0.65	40,820		allowance
Sub-total	62,800	sf	2.96 /sf		185,935	
Piling						not required - verify
set-up / mobilization		sum	0.00	0		
load test		sum	0.00	0		
piling - piles		lf	0.00	0		
Sub-total	62,800	sf	0.00 /sf		0	
SUB-TOTAL 31 EARTHWORK			2.96 /sf		\$185,935	

SUB-TOTAL			240.96	15,132,424	\$15,132,424	
Estimating/Design Contingency			15.00%	2,269,864		
Index To Construction Start	Spring 2021		12.35%	2,149,183		@ ± 7% per year
General Conditions / Insurance / Bond			11.00%	2,150,662		
General Contractor OH & Profit			5.00%	1,085,107	7,654,814	50.59%
TOTAL DIRECT CONSTRUCTION COST						
Addition Estimate	62,800	sf	\$362.85 /sf		\$22,787,238	
Main Level	37,600	sf				
Second Level	25,200	sf				

Existing Building Estimate

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02 EXISTING CONDITIONS						
Structure Demolition						
remove roofing	15,000	sf	\$2.00	\$30,000		
cut openings in walls	100	lf	20.00	2,000		
misc. demo	15,000	sf	0.15	2,250		
haul & disposal	1	sum	5,140.00	5,140		
hazardous waste removal	15,000	sf	0.00	0		NIC
Sub-total	15,000	sf	2.63 /sf		39,390	
SUB-TOTAL 02 EXISTING CONDITIONS			2.63 /sf		\$39,390	
05 METALS						
Miscellaneous Metals						
miscellaneous	15,000	sf	0.65	9,750		
Sub-total	15,000	sf	0.65 /sf		9,750	
SUB-TOTAL 05 METALS			0.65 /sf		\$9,750	
06 WOOD, PLASTICS & COMPOSITES						
Rough Carpentry						
miscellaneous blocking & framing	15,000	sf	0.65	9,750		
glulams/decking @ gymnasium/entry	0	sf	0.00	0		roof framing
roof sheathing - replace existing - 20%	3,000	sf	3.50	10,500		
fasteners & hardware	1	sum	1,520.00	1,520		
Sub-total	15,000	sf	1.45 /sf		21,770	
SUB-TOTAL 06 WOOD, PLASTICS & COMPOSITES			1.45 /sf		\$21,770	
07 THERMAL & MOISTURE PROTECTION						
Insulation						
rigid insulation						
roof, r-30	15,000	sf	6.50	97,500		
tapered insulation premium	7,500	sf	4.00	30,000		
Sub-total	15,000	sf	8.50 /sf		127,500	
Membrane Roofing						
tpo single ply	15,000	sf	9.00	135,000		
covered bd	15,000	sf	1.55	23,250		
substrate bd	15,000	sf	1.30	19,500		
vapor barrier	15,000	sf	0.95	14,250		
protective walkway pads	1,500	sf	7.00	10,500		
Sub-total	15,000	sf	13.50 /sf		202,500	
Flashing & Sheet Metal						
scuppers / conductor collectors	6	ea	350.00	2,100		
flashing						
parapet cap	515	lf	20.00	10,300		
miscellaneous	15,000	sf	0.55	8,250		
Sub-total	15,000	sf	1.38 /sf		20,650	
Caulking & Sealants						
caulking / firestopping	15,000	sf	0.20	3,000		
Sub-total	15,000	sf	0.20 /sf		3,000	
SUB-TOTAL 07 THERMAL & MOISTURE PROTECTION			23.58 /sf		\$353,650	

Woodburn Community Center
 Woodburn, Or.
 Carleton Hart Architecture
 Portland, Or.
 Conceptual Estimate 1.1

ACC Cost Consultants, LLC
 Stanley J. Psczolkowski
 8060 SW Pfaffle Street, Suite 110
 Tigard, Oregon 97223-8489
 Phone: (503) 718-0075 Fax: (503) 718-0077 www.ArchCost.com

Estimate Date: 15-Mar-19
 Document Date: 16-Jan-19
 Print Date: 15-Mar-19
 Print Time: 4:32 PM
 Constr. Start: Spring 2021

Existing Building Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
09 FINISHES						
Paint & Wallcoverings painting allowance	15,000	sf	3.00	45,000		
Sub-total	15,000	sf	3.00 /sf		45,000	
SUB-TOTAL 09 FINISHES			3.00 /sf		\$45,000	
22 PLUMBING						
Plumbing allowance	15,000	sf	5.00	75,000		
Sub-total	15,000	sf	5.00 /sf		75,000	
SUB-TOTAL 22 PLUMBING			5.00 /sf		\$75,000	
23 HVAC						
HVAC hvac allowance	15,000	sf	7.50	112,500		
Sub-total	15,000	sf	7.50 /sf		112,500	
SUB-TOTAL 23 HVAC			7.50 /sf		\$112,500	
26 ELECTRICAL						
Electrical electrical allowance	15,000	sf	10.00	150,000		
Sub-total	15,000	sf	10.00 /sf		150,000	
SUB-TOTAL 26 ELECTRICAL			10.00 /sf		\$150,000	
SUB-TOTAL			53.80	807,060	\$807,060	
Estimating/Design Contingency			15.00%	121,059		
Index To Construction Start	Spring 2021		12.35%	114,623		@ ± 7% per year
General Conditions / Insurance / Bond			11.00%	114,702		
General Contractor OH & Profit			5.00%	57,872	408,255	50.59%
TOTAL DIRECT CONSTRUCTION COST						
Existing Building Estimate	15,000	sf	\$81.02 /sf		\$1,215,315	

Site Work Estimate

Woodburn Community Center
 Woodburn, Or.
 Carleton Hart Architecture
 Portland, Or.
 Conceptual Estimate 1.1

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Site Work Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
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02 EXISTING CONDITIONS						
Site Demolition						
remove asphalt pavement	20,000	sf	\$1.00	\$20,000		
remove concrete pavement	2,500	sf	2.50	6,250		
remove tennis courts	1	sum	5,000.00	5,000		
remove concrete retaining wall	275	lf	10.00	2,750		
remove baseball field items	1	sum	7,500.00	7,500		
misc site removals	1	sum	10,000.00	10,000		
haul & disposal	1	sum	7,730.00	7,730		
Sub-total	1	sf	59,230.00 /sf		\$59,230	
SUB-TOTAL 02 EXISTING CONDITIONS				59,230.00 /sf	\$59,230	

31 EARTHWORK						
Clearing & Grubbing						
clear & grub	150,000	sf	0.12	18,000		
tree removal	25	ea	400.00	10,000		allowance
haul & disposal	1	sum	4,200.00	4,200		
Sub-total	1	sf	32,200.00 /sf		32,200	
Grading / Site Excavation & Fill						
mobilization / demobilization	1	sum	20,000.00	20,000		
construction staking	1	sum	10,000.00	10,000		
grading & fill for addition	38,000	sf	4.00	152,000		
grading for parking lot	75,500	sf	1.00	75,500		
grading for tennis, bball courts	5,000	sf	1.00	5,000		
grading for the rest of the site	60,000	sf	1.00	60,000		
proof rolling	75,500	sf	0.25	18,875		
Sub-total	1	sf	341,375.00 /sf		341,375	
Erosion & Sedimentation Controls						
silt fence	1,800	lf	3.00	5,400		
gravel construction entrance	1	sum	3,500.00	3,500		
truck wheel track-out wash pad	1	sum	2,500.00	2,500		
catchbasin protection	6	ea	125.00	750		
maintenance	1	sum	1,250.00	1,250		
Sub-total	1	sf	13,400.00 /sf		13,400	
SUB-TOTAL 31 EARTHWORK				386,975.00 /sf	\$386,975	

32 EXTERIOR IMPROVEMENTS						
Base Courses						
6" base course at 3" ac pavement	2,516	ton	36.00	90,563		
2" leveling course at 3" ac pavement	839	ton	38.30	32,116		
4" base course at 4" conc. pavement	120	ton	36.00	4,313		
8" base course at 6" conc. pavement	19	ton	36.00	690		
4" base course at concrete curbs	53	ton	36.00	1,898		
geotextile fabric at ac pavement	7,778	sy	2.70	21,000		
Sub-total	1	sf	150,580.00 /sf		150,580	
Asphalt Paving						
3" ac pavement	1,313	ton	125.00	164,063		70,000 sf
Sub-total	1	sf	164,063.00 /sf		164,063	

Woodburn Community Center
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Site Work Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
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32 EXTERIOR IMPROVEMENTS - Continued						
Concrete Pavement						
4" concrete pavement, broom finish	5,000	sf	7.00	35,000		sidewalks
6" concrete pavement, broom finish	400	sf	9.00	3,600		entry drive
Sub-total	1	sf	38,600.00 /sf		38,600	
Unit Pavement						
permeable pavers	14,000	sf	12.00	168,000		plaza areas
Sub-total	1	sf	168,000.00 /sf		168,000	
Curbs & Gutters						
concrete curb, vertical	600	lf	20.00	12,000		allowance
concrete curb & gutter	500	lf	24.00	12,000		allowance
Sub-total	1	sf	24,000.00 /sf		24,000	
Paving Specialties						
bollard, standard	2	ea	275.00	550		
bollard, removable	2	ea	450.00	900		
precast concrete wheel stop	160	ea	105.00	16,800		verify
detectable warning surface	100	sf	38.00	3,800		
pavement markings						
ada logo	4	ea	100.00	400		
diagonal striping	300	sf	2.75	825		
parking stall striping	160	ea	25.00	4,000		
ada sign, post & footing	4	ea	275.00	1,100		
Sub-total	1	sf	28,375.00 /sf		28,375	
Athletic & Recreational Surfacing						
tennis courts	7,000	sf	5.50	38,500		includes striping
basketball court	4,200	sf	5.50	23,100		includes striping
Sub-total	1	sf	61,600.00 /sf		61,600	
Fences & Gates						
chainlink fence, 12' ht.	350	lf	80.00	28,000		tennis courts
chainlink fence, 6' ht.	400	lf	35.00	14,000		allowance
Sub-total	1	sf	42,000.00 /sf		42,000	
Retaining & Site Walls						
site walls	300	lf	150.00	45,000		allowance
Sub-total	1	sf	45,000.00 /sf		45,000	
Landscape / Irrigation						20% of area
irrigation	30,000	sf	2.00	60,000		
plantings	30,000	sf	3.50	105,000		
Sub-total	1	sf	165,000.00 /sf		165,000	
SUB-TOTAL 32 EXTERIOR IMPROVEMENTS			887,218.00 /sf		\$887,218	

33 UTILITIES						
Water Utilities						
water line, meter, etc.	1	sum	20,000.00	20,000		allowance
hydrant assemblies	2	ea	6,500.00	13,000		
Sub-total	1	sf	33,000.00 /sf		33,000	
Sanitary Sewerage Utilities						
piping, connections	1	sum	15,000.00	15,000		
Sub-total	1	sf	15,000.00 /sf		15,000	

Woodburn Community Center Woodburn, Or. Carleton Hart Architecture Portland, Or. Conceptual Estimate 1.1	ACC Cost Consultants, LLC		Estimate Date: 15-Mar-19
	Stanley J. Psczolkowski		Document Date: 16-Jan-19
	8060 SW Pfaffle Street, Suite 110		Print Date: 15-Mar-19
	Tigard, Oregon 97223-8489		Print Time: 4:32 PM
	Phone: (503) 718-0075 Fax: (503) 718-0077 www.ArchCost.com		Constr. Start: Spring 2021

Site Work Estimate	Quantity	Unit	Cost / Unit	Cost	Sub-totals	Comments
33 UTILITIES - Continued						
Storm Drainage Utilities						
foundation drainage						
perimeter foundation drain pipe	890	lf	12.00	10,680		
site drainage systems						
parking lot drainage	70,000	sf	1.00	70,000		
site drainage allowance	1	sum	25,000.00	25,000		
Sub-total	1	sf	105,680.00	/sf	105,680	
Electrical Utilities						
electric utility conduits	600	lf	17.35	10,408		
transformer pad/vault	1	ea	9,031.72	9,032		
secondary conduits	50	lf	71.39	3,570		
telecomm conduits	600	lf	17.35	10,408		
electric utility vaults	1	ea	8,850.00	8,850		
telecomm vaults	1	ea	4,130.00	4,130		
utility trenching/boring/excavating	1	sum	90,000.00	90,000		
site lighting						
lighting-parking area	22	ea	4,915.88	108,149		
lighting-walkways	12	ea	2,020.16	24,242		
sports court lighting	12	ea	3,794.88	45,539		
lighting circuits	2,400	lf	12.63	30,302		
trenching	2,100	lf	18.88	39,648		
Sub-total	1	sf	384,278.00	/sf	384,278	
SUB-TOTAL 33 UTILITIES				537,958.00 /sf	\$537,958	
SUB-TOTAL				1,871,381.00	1,871,381	\$1,871,381
Estimating/Design Contingency			15.00%	280,707		
Index To Construction Start	Spring 2021		12.35%	265,783		@ ± 7% per year
General Conditions / Insurance / Bond			11.00%	265,966		
General Contractor OH & Profit			5.00%	134,192	946,648	50.59%
TOTAL DIRECT CONSTRUCTION COST						
Site Work Estimate	1	sum			\$2,818,029	

ATTACHMENT "B"

CITY OF WOODBURN SAMPLE PERSONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into as of the date first indicated on the signature page, by and between the City of Woodburn, an Oregon municipal corporation (hereinafter referred to as "CITY"), and _____, a corporation (hereinafter referred to as "CONSULTANT").

WHEREAS, CITY needs certain CONSULTANT services; and

WHEREAS, CITY wants to engage CONSULTANT to provide these services by reason of its qualifications and experience; and

WHEREAS, CONSULTANT has offered to provide the required services on the terms and in the manner set forth herein,

NOW, THEREFORE, IT IS AGREED as follows:

SECTION 1 – SCOPE OF SERVICES

The Scope of Work to be performed by CONSULTANT under this Agreement is described in **Exhibit A**, which is attached to this Agreement.

SECTION 2 – DUTIES OF CONSULTANT

A. CONSULTANT shall be responsible for the professional quality, technical accuracy and coordination of all work furnished by CONSULTANT under this Agreement. CONSULTANT shall, without additional compensation, correct or revise any errors or deficiencies in its work.

B. CONSULTANT represents that it is qualified to furnish the services described in this Agreement.

C. CONSULTANT shall be responsible for employing or engaging all persons necessary to perform its services.

D. It is understood that _____ will be designated by CONSULTANT as the person providing services to CITY under this Agreement and that this designated person shall not be replaced without CITY's approval.

SECTION 3 – DUTIES OF CITY

A. CITY shall provide CONSULTANT the pertinent information regarding CITY's

requirements for the Project.

B. CITY shall examine documents submitted by CONSULTANT and shall render decisions promptly, to avoid unreasonable delay in the progress of CONSULTANT'S work.

C. CITY certifies that sufficient funds are available and authorized for expenditure to finance costs of this Agreement.

D. The contact person on the Project for CITY is designated as Public Works Director or assigned delegate. CITY shall provide written notice to CONSULTANT if CITY changes its contact person.

SECTION 4 – TERM

The services to be performed under this Agreement shall commence upon execution of the Agreement by both parties and be completed on or before _____.

SECTION 5 – PAYMENT

Payment shall be made by CITY to CONSULTANT only for services rendered and upon submission of a payment request and CITY approval of the work performed. In consideration for the full performance of the services set forth in **Exhibit A**, CITY agrees to pay CONSULTANT a fee not to exceed \$_____. Compensation shall be only for actual services provided based on the rates specified in **Exhibit A**.

SECTION 6 – TERMINATION

Without limitation to such rights or remedies as CITY shall otherwise have by law, CITY shall have the right to terminate this Agreement or suspend work on the Project for any reason upon ninety (90) days' written notice to CONSULTANT. CONSULTANT agrees to cease all work under this Agreement upon receipt of said written notice.

Either party may terminate this Contract upon not less than thirty (30) calendar days written notice should the other party fail to substantially perform in accordance with the terms and/or conditions of this contract or any supplements thereof and if the performance is not cured within that 10-day period after written notice is given.

SECTION 7 – OWNERSHIP OF DOCUMENTS

All documents prepared by CONSULTANT in the performance of this Agreement, although instruments of professional service, are and shall be the property of CITY, whether the Project for which they are made is executed or not.

SECTION 8 – CONFIDENTIALITY

All reports and documents prepared by CONSULTANT in connection with the performance of this Agreement shall be considered as confidential by CONSULTANT until they are

released by CITY to the public. CONSULTANT shall not make any such documents or information available to any individual or organization not employed by CONSULTANT or CITY without the written consent of CITY before any such release.

SECTION 9 – INTEREST OF CONSULTANT

CONSULTANT covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services under this Agreement.

SECTION 10 – CONSULTANT’S STATUS

It is expressly agreed that in the performance of the professional services required under this Agreement, CONSULTANT shall at all times be considered an independent contractor, under control of CITY as to the result of the work but not the means by which the result is accomplished. Nothing herein shall be construed to make CONSULTANT an agent or employee of CITY while providing services under this Agreement.

SECTION 11 – Indemnity

CONSULTANT agrees to hold harmless and indemnify CITY, its officers and employees from and against any and all claims, loss, liability, damage, and expense arising from the negligent, or claimed negligent, performance of this Agreement by CONSULTANT, its officers or employees. CONSULTANT agrees to defend CITY, its officers or employees against any such claims. This provision does not apply to claims, loss, liability or damage or expense arising from the sole negligence, or willful misconduct, of CITY.

SECTION 12 – INSURANCE

CONSULTANT shall provide and maintain:

A. Commercial General Liability Insurance, occurrence form, with a limit of not less than \$1,000,000 for each occurrence.

B. Automobile Liability Insurance, occurrence form, with a limit of not less than \$1,000,000.00 for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned automobiles.

C. Workers Compensation in at least the minimum statutory limits.

D. All insurance shall:

1. Include CITY as an additional insured with respect to this Agreement and the performance of services in this Agreement.
2. Be primary with respect to any other insurance or self-insurance programs of CITY.
3. Be evidenced, prior to commencement of services, by properly executed policy endorsements in addition to a certificate of insurance provided to CITY.
4. No changes in insurance may be made without the written approval of

CITY.

SECTION 13 – NONASSIGNABILITY

Both parties recognize that this Agreement is for the personal services of CONSULTANT and cannot be transferred, assigned, or subcontracted by CONSULTANT without the prior written consent of CITY.

SECTION 14 – RELIANCE UPON PROFESSIONAL SKILL OF CONSULTANT

It is mutually understood and agreed by and between the parties hereto that CONSULTANT is skilled in the professional calling necessary to perform the work agreed to be done under this Agreement and that CITY relies upon the skill of CONSULTANT to do and perform the work in the most skillful manner, and CONSULTANT agrees to perform the work. The acceptance of CONSULTANT'S work by CITY does not operate as a release of CONSULTANT from said obligation.

SECTION 15 –WAIVERS

The waiver by either party of any breach or violation of any term, covenant, or condition of this Agreement or of any provisions of any ordinance or law shall not be deemed to be a waiver of such term, covenant, condition, ordinance or law or of any subsequent breach or violation of same or of any other term, covenant, condition, ordinance or law or of any subsequent breach or violation of the same or of any other term, condition, ordinance, or law. The subsequent acceptance by either party of any fee or other money, which may become due hereunder shall not be deemed to be a waiver of any preceding breach or violation by the other party of any term, covenant, or condition of this Agreement of any applicable law or ordinance.

SECTION 16 – STATE PUBLIC CONTRACT PROVISIONS

All requirements of ORS Chapters 279, 279A, 279B, and 279C including but not limited to the following, as applicable, are incorporated herein by reference.

A. If CONSULTANT fails, neglects or refuses to make prompt payment of any claim for labor or services furnished by any person in connection with this Contract as such claim becomes due, CITY may pay such claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due CONSULTANT by reason of the Contract. The payment of a claim in the manner authorized above shall not relieve the CONSULTANT or its surety from its obligation with respect to any unpaid claims.

B. CONSULTANT and its subcontractors, if any, are subject to Oregon Workers' Compensation Law, which requires all employers that employ subject workers who work under this Contract in the State of Oregon to comply with ORS 656.017 and provide the required workers' compensation coverage, unless such employers are exempt under ORS 656.126. CONSULTANT shall ensure that each of its subcontractors, if any, complies with these requirements.

C. CONSULTANT shall, upon demand, furnish to the CITY, written proof of workers' compensation insurance coverage. CONSULTANT is required to submit written notice to the CITY thirty (30) days prior to cancellation of said coverage.

D. CONSULTANT shall use recyclable products to the maximum extent economically feasible in the performance of the contract.

E. CONSULTANT is engaged as an independent contractor and will be responsible for any federal or state taxes applicable to any payments made under this Contract.

F. CONSULTANT agrees and certifies that it is a corporation in good standing and licensed to do business in the State of Oregon. CONSULTANT agrees and certifies that it has complied and will continue to comply with all Oregon laws relating to the performance of CONSULTANT's obligations under this Contract.

G. CONSULTANT shall:

G.1 Make payment promptly, as due, to all persons supplying to the CONSULTANT labor and material for the prosecution of the work provided for in the contract documents;

G.2 Pay all contributions or amounts due to the State Accident Insurance Fund incurred in the performance of this Contract;

G.3 Not permit any lien or claim to be filed or prosecuted against the CITY on account of any labor or material furnished; and

G.4 Pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167.

H. The CONSULTANT shall promptly as due, make payment to any person, copartnership or association or corporation furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury, to the employee of such CONSULTANT, of all sums which the CONSULTANT agrees to pay for such services and all moneys and sums which the CONSULTANT collected or deducted from the wages of employees pursuant to any law, contract or Agreement for the purpose of providing or paying for such service.

I. The CONSULTANT shall pay employees for overtime work performed under the contract in accordance with ORS 653.010 to 653.261 and the Fair Labor Standards Act of 1938 (29USC201 et. seq.).

J. An employer must give notice to employees who work on a contract for services in writing, either at the time of hire or before commencement of work on the contract, or by posting a notice in a location frequented by employees, of the number of hours per day and days per week that the employees may be required to work.

K. CONSULTANT will comply with 279.835 et seq. in the procurement of products and services from a nonprofit agency for disabled individuals.

L. CONSULTANT will use recycled products, as defined in ORS 279A.010(1)(ii), to the maximum extent economically feasible in the performance of the Contract.

SECTION 17 – NON-DISCRIMINATION CLAUSE

CONSULTANT agrees to comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules, and regulations. Consultant also shall comply with the Americans with Disabilities Act of 1990 (Pub L. No. 101-336) including Title II of that Act, ORS 659A.142, and all regulations and administrative rules established pursuant to those laws. CONSULTANT further agrees that:

1. During the performance of a contract, the CONSULTANT will not discriminate against any employee or applicant for employment because of race, religion, color, sex or natural origin, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The CONSULTANT, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such CONSULTANT is an equal opportunity employer.
3. Notices, advertisements and solicitations placed in accordance with Federal law, rule or regulation shall be deemed sufficient to meet this requirement.
4. The CONSULTANT will include the provisions of the foregoing paragraphs in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

SECTION 18 – ATTORNEY FEES

In the event a suit or action is instituted to enforce any right guaranteed pursuant to this Agreement, the prevailing party shall be entitled to, in addition to the statutory costs and disbursements, reasonable attorney fees to be fixed by the trial and appellate courts respectively.

SECTION 19 – NOTICES

All notices hereunder shall be given in writing and mailed, postage prepaid, addressed as follows:

TO CITY:

TO CONSULTANT:

SECTION 20 – AGREEMENT CONTAINS ALL UNDERSTANDINGS; AMENDMENT

This document represents the entire and integrated Agreement between CITY and CONSULTANT and supersedes all prior negotiations, representations, and agreements, either written or oral. This document may be amended only by written instrument, signed by both CITY and CONSULTANT.

SECTION 21 – GOVERNING LAW

This Agreement shall be governed by the laws of the State of Oregon.

IN WITNESS WHEREOF, CITY and CONSULTANT have executed this Agreement the day and year written.

CITY OF WOODBURN:

By:

Scott Derickson

Title: City Administrator

Date: _____

CONSULTANT:

By:

Title:

Date: _____

ATTACHMENT "C"

CERTIFICATE OF NON-DISCRIMINATION

Pursuant to ORS 279A.110, discrimination in subcontracting is prohibited. Any contractor who contracts with a public contracting agency shall not discriminate against minority, women or emerging small business enterprises in the awarding of contracts.

By signature of the authorized representative of the bidder/proposer, the bidder/proposer hereby certifies to the City of Woodburn that this bidder/proposer has not discriminated against minority, women, or emerging small business enterprises in obtaining any subcontracts; and, further, that if awarded the contract for which this bid or proposal is submitted, shall not so discriminate.

Date: _____

Signature: _____

Printed or Typed Name: _____

Name of Firm: _____

ATTACHMENT "D"

BIDDER/PROPOSER RESIDENCY STATEMENT

Pursuant to ORS 279A.120, Oregon's Reciprocal Preference Law, public contracting agencies shall, for the purposes of determining the lowest responsible bidder/proposer and the awarding of a contract, add a percent increase on the bid of a non-resident bidder/proposer equal to the percent, if any, of the preference given to that bidder/proposer in the state in which the bidder/proposer resides.

As defined in ORS 279A.120, "Resident Bidder/proposer" means a bidder/proposer that has paid unemployment taxes or income taxes in this state in the twelve calendar months immediately preceding submission of the bid, has a business address in this state, and has stated in the bid whether the bidder/proposer is a "Resident Bidder/proposer". A "Non-resident Bidder/proposer" is a bidder/proposer who does not meet the definition of a "Resident Bidder/proposer" as stated above.

1. Bidder/Proposer IS IS NOT a "Resident Bidder/proposer" as set forth above.

2. If a Resident Bidder/Proposer, enter your Oregon Business address below:

3. If a Non-resident Bidder/Proposer, enter state of residency:

Bidder/Proposer hereby certifies that the information provided is true and accurate.

Signature: _____

Date: _____

Printed or Typed Name: _____

Title: _____

Firm: _____

Telephone: _____

APPENDIX-E

REFERENCES

APPENDIX-E

Reference for:

Proposers shall provide references on this form.

1. Firm Name _____

Contact _____

Title _____

Mailing Address _____

Phone _____

2. Firm Name _____

Contact _____

Title _____

Mailing Address _____

Phone _____

3. Firm Name _____

Contact _____

Title _____

Mailing Address _____

Phone _____

4. Firm Name _____

Contact _____

Title _____

Mailing Address _____

Phone _____

APPENDIX-F

ADDENDUM ACKNOWLEDGMENT

ADDENDUM ACKNOWLEDGMENT

Addendum Acknowledgment

The undersigned proposer acknowledges receipt of the following Addenda, and any required adjustments have been included in the proposal sum:

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

CONTRACTOR _____

FIRM NAME _____

ADDRESS _____

ADDRES _____

APPENDIX-G

RFP SUBMISSION FORM

RFP SUBMISSION FORM

Architectural/Engineering & Related Services

SECTION I – COMPANY IDENTIFICATION AND OWNERSHIP DISCLOSURE

Company

Address

Contact Person

Title

Telephone No.

Fax No.

E-mail

Organized under the laws of State of

Principal place of business at

Following are names and addresses of all persons having ownership of 3% or more in the company (attach more sheets if necessary):

Name	Address
_____	_____
_____	_____
_____	_____

The *City of Woodburn* requests, as a matter of policy, that any consultant or company receiving a contract of award resulting from this Request for Proposal issued by the City of Woodburn shall make certifications as specified below. Receipt of such certifications shall be a prerequisite to the award of contract and payment thereof.

SECTION II – EMPLOYEES NOT TO BENEFIT

I (we) hereby certify that if the contract is awarded to our company, partnership, or corporation, that no employee of the *City of Woodburn*, or members of his/her immediate family, including spouse, parents or children has received or been promised, directly or indirectly, any financial benefit, by way of fee, commission, finder's fee, political contribution or any similar form of remuneration on account of the act of awarding and/or executing this contract.

Signature _____

Date _____

Name (Printed) _____

Title _____

SECTION III – CONFLICTS OF INTEREST

The Proposer [] is [] is not aware of any information bearing on the existence of any potential organizational conflict of interest. If such a conflict exists, the proposer is prepared to sign a non-disclosure agreement.

Signature _____

Date _____

Name (Printed) _____

Title _____

SECTION IV – COLLUSION

I certify that this offer is made without prior understanding, agreement, or connection with any corporation, company, or person submitting for the same services, materials, supplies, or equipment and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

I hereby certify that the responses to the above representations, certifications, and other statements are accurate and complete. I agree to abide by all conditions of this RFP and certify that I am authorized to sign for my company.

Signature _____

Date _____

Name (Printed) _____

Title _____

SECTION V - NON-DISCRIMINATION CLAUSE

The proposer agrees not to discriminate against any client, employee, or applicant for employment or for services, because of race, color, religion, sex, national origin, physical or mental handicap, sexual orientation, veterans status or age unless based upon bona fide occupational qualifications with regard to, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; selection for training; and/or rendition of services. It is further understood that any proposer who is in violation of this clause shall be barred from receiving awards of any purchase order from COW, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts in unlikely.

Signature _____

Date _____

Name (Printed) _____

Title _____

SECTION VI - RESIDENCY CERTIFICATE

Please Check One:

_____ **Resident Proposer: Proposer has paid unemployment taxes or income taxes in this state during the last twelve calendar months immediately preceding the submission of this proposal.**

-or-

_____ **Non-Resident Proposer: Proposer does not qualify under requirements stated above.**

Please specify your state of residence: _____

Signature _____

Date _____

Name (Printed) _____

Title _____