



**DAN JOHNSON**  
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

January 18, 2024

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
Sitting/Acting as Development Agency Board  
Clackamas County

**Approval of Amendment #1 extending duration and increasing funding to the Contract with Harper Houf Peterson Righellis, Inc. for Construction Management Services for the Linwood Avenue Improvement Project. Amendment Value is \$235,074.95 and 10 months, Contract Value is increased to \$1,040,871.95 for 2 years and 4 months. Funding is through Development Agency funds. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	HHPR Contract approved by BCC: August 18, 2022 Request for Consent: January 16, 2024		
<b>Performance Clackamas</b>	This project will build and provide strong infrastructure. This project also meets the goal of 85% of the Agency budget going to capital construction.		
<b>Counsel Review</b>	Yes AN – 1-4-24	<b>Procurement Review</b>	Yes
<b>Contact Person</b>	Ken Itel, Sr Project Planner	<b>Contact Phone</b>	503.742.4324

**EXECUTIVE SUMMARY:**

Harper Houf Peterson Righellis, Inc. (HHPR) is under contract to perform construction management services, including inspections, construction engineering, construction staking, contractor and utility coordination, preparation of record drawings and post construction surveying.

The Agency is requesting an amendment to the current contract to address the need for additional services and to extend the contract time. Substantial completion of construction was originally anticipated by November 15, 2023. The contractor has made significant progress but due to multiple unforeseen utility conflicts and recent unfavorable weather conditions, construction will not be complete until April 2024. The remaining work largely involves concrete work or asphalt paving and is highly dependent on dry weather and acceptable temperatures. Favorable conditions are likely to be limited during the winter months, thereby pushing project completion into the spring. Multiple short-duration work periods will also increase the

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requirements for management and inspections. Due to an unforeseen loss of County staff, the Agency also requires additional services to assist with construction management.

In addition, it is necessary to extend the completion date of the contract until December 31, 2024. This will cover construction management through project completion, which is expected by the April 30, 2024, as well as cover post construction responsibilities such as as-built plans, post-construction survey work and punch list or warranty items.

**PROCUREMENT PROCESS:**

This amendment is in accordance with LCRB C-047-0800(b) for an unanticipated amendment. Amendment #1 is a 29.17% increase to the original contract.

**RECOMMENDATION:**

Staff respectfully recommends that the Board approve and sign Amendment #1 for the contract with Harper Houf Peterson Righellis, Inc. for construction management services for the Linwood Avenue Improvement Project.

Respectfully submitted,

*Dan Johnson*

Dan Johnson, Director  
Department of Transportation & Development



**Exhibit A**  
**Scope of Work Additional Services**

**Linwood Avenue Construction Services**

**Contract Amendment No. 1 for Additional Contract Time and Construction Services**

Harper Houf Peterson Righellis Inc.

The following services will be extended to account for the additional construction contract time:

**Task 9: Construction Services**

The HHPR team will continue to provide construction services as requested by Clackamas County per the original contract tasks. It is assumed that construction will extend and additional four (4) months with construction completed by April 30, 2024. The contract length will extend through December 31, 2024 to assist with project closeout, as needed.

The HHPR team will also provide additional services for the following tasks:

- Lead and document the weekly project team meeting.
- Review progress payment requests, forward for approval/processing and assist with tracking and documentation of progress payments.
- Assist with reviewing and processing change orders.
- Assist with responses to requests from residents and property owners on Linwood and provide information on project questions to the general public.
- Assist with general correspondence and coordination with the contractor and project team.

**Exhibit B**  
**Fee Schedule**

**Harper Houf Peterson Righellis Inc.  
Linwood Ave - Construction Services  
Amendment #1**

	Principal/Project Manager	Project Engineer/Construction Manager	Assistant PM/Public Involvement	Civil Engineer/Structural Engineer	Senior Civil Designer	QC Engineer	Civil Designer/Inspector	Cad Technician	Environmental Scientist	Graphics	Landscape Architect	Project Surveyor	Survey Technician	Survey Crew Chief	Instrument Person	Senior Clerical	Clerical	Expenses	DKS ASSOCIATES	TOTAL BY TASK
<b>TASK 9: Construction Services</b>																				
9.A. Pre-Construction Conference																				\$ -
9.B. Construction Assistance																				\$ -
9.B.1 Project Management	16	312																\$ 400.00		\$ 69,520.00
9.B.2 Submittal/Shop Drawing Review																				\$ -
9.B.3 Project Meetings	8	156																		\$ 34,560.00
9.B.4 Construction Inspection							1300											\$ 2,000.00		\$ 197,000.00
9.B.5 Engineering Support / Design Questions/Modifications	8	104		40																\$ 30,640.00
9.B.6 Utility Coordination Assistance		16																		\$ 3,360.00
9.B.7 Public Involvement		104																		\$ 21,840.00
9.C. Construction Surveying and Checks												16	40	80	80					\$ 28,080.00
9.D. Project Closeout	2	4			24			40										\$ 200.00	\$ 2,630.00	\$ 13,200.00
9.E. Post-Construction Monument Survey	1	2										14	40	40	40			\$ 1,000.00		\$ 19,565.00
	35	698	0	40	24	0	1300	40	0	0	0	30	80	120	120	0	0			
	\$ 225	\$ 210	\$ 160	\$ 175	\$ 170	\$ 225	\$ 150	\$ 125	\$ 130	\$ 150	\$ 150	\$ 180	\$ 140	\$ 150	\$ 95	\$ 150	\$ 110			

**Remaining Work \$ 417,765.00**

**Remaining Budget through October 2023 \$ 182,690.05**

**Difference (Amendment #1 Total) \$ 235,074.95**