

March 6, 2025

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

Board of County Commissioners  
 Clackamas County

**Approval of a Change Order with ASA Construction for excavation and installation of low point drains and vents at Clackamas Village. Change Order value is \$92,045 for 3 months. Total Contract Value is \$3,792,673 for 13 months. Funding is through Supportive Housing Services Measure funds. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	Original contract with ASA Construction, April 25, 2024, Agenda Item 20240425 III.F.5 Change Order #1 (under 10%), July 20, 2024, Department approved Change Order #2 (under 10%), August 21, 2024, Department approved Change Order #3, December 19, 2024, Agenda Item 202412.19 III.G.7		
<b>Performance Clackamas</b>	This funding aligns with the County’s strategic priority to ensure safe, healthy and secure communities.		
<b>Counsel Review</b>	Yes, Andrew Naylor	<b>Procurement Review</b>	Yes
<b>Contact Person</b>	Mark Sirois	<b>Contact Phone</b>	503-351-7240

**EXECUTIVE SUMMARY:** On behalf of the Housing and Community Development Division (HCDD), Health, Housing & Human Services requests approval of Change Order #4, adding \$92,045.82 to the construction contract with ASA Construction to meet building code requirements at Clackamas Village.

Clackamas County is developing a new transitional housing village at the site adjacent to the County’s Veterans Village. The new site, Clackamas Village, will provide people experiencing homelessness with safety off the streets and supportive services to aid in their transition to safe and stable permanent housing. The site’s 13 modular building structures will include a kitchen module, two office modules, two bathroom modules, and eight three-bedroom sleeping modules, totaling 24 housing units.

ASA Construction, a Clackamas County-based company, was the lowest responsive bidder of the three bid proposals submitted for consideration in March 2024. The construction contract with ASA Construction was executed in April 2024, and construction started in July 2024.

During construction, changes have been made to the project scope of the contract with ASA, including changes requested by the County, changes required to meet the code, and changes needed to address unforeseen site conditions. Change Orders #1 and #2 added neighbor fencing, tree removals, tree hedges along the new fence, parking lot lights, an emergency generator connection for use during severe weather events, and temporary security cameras for site security during construction. Change Orders #1 and #2 were executed by the Department since the changes were less than 20% of the construction contract amount and less than \$150,000 in total cost.

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Change Order #3 included changes for a much longer driveway and turnaround for fire trucks per safe code requirements. Change Order #3 also covered costs related to the unforeseen site conditions of significant amounts of river rock covering the site's surface to be removed from the site and additional foundation, landscaping work, and concrete required to meet building codes.

Change Order #4 adds funding to meet additional building code requirements that each of the 13 foundations have a "low point" drainage pipe in case of any flooding and that each foundation has additional vents installed for a total of 68 vents that were not previously required by the building permit.

Original Contract Amount:	\$3,211,505.75
Previous Change Orders:	\$ 489,121.48
<u>Change Order #4</u>	<u>\$ 92,045.82</u>
New Contract Amount:	\$3,792,673.05

The project is scheduled for completion and opening in May/June 2025.

**RECOMMENDATION:** Staff respectfully request that the Board of County Commissioners approve Change Order #4 to the contract (11614) and authorize Chair Roberts to sign on behalf of Clackamas County.

Respectfully submitted,



Mary Rumbaugh  
Director of Health, Housing and Human Services

**CHANGE ORDER COVER FORM**

ASA Construction, LLC  
19100 S. Hwy 99E  
Oregon City, OR 97045

( ) Contractor  
( ) Project Manager  
( ) H3S Admin/ BCC

Proj. Name: New Clackamas Transitional Housing Village Project  
Proj. Address: 16575 SE 115<sup>th</sup> Avenue  
Clackamas, OR 97015

Change Order No: **4**  
Contract Date: **4/25/2024**  
Change Order Date: **2/4/2024**  
Notice to Proceed: **7/9/2024**

To: Clackamas County Health, Housing and Human Services Dept.  
Public Services Building  
2051 Kaen Road, 2<sup>nd</sup> Floor  
Oregon City, Oregon 97045

The following changes have been authorized by Clackamas County Health, Housing, and base design/architecture, LLC. See the listed change(s) to the project and are deem as changes to the original construction contract:

Change Order #4 items are as follows:

- 1) Boss Excavation (Sub.)/excavate & install 29 each low point drains, labor etc.....\$53,650.00
  - 2) Toby Davis Concrete (Sub.)/ add 68 each required vents per bldg. department.....\$ 4,770.20
  - 3) ASA Construction (GC)/ added supervision, radon work for all bldgs. Markups.....\$33,625.62
- Asa Construction C.O.#4 Total..... \$92,045.82**

**Attached is the supporting documentation from ASA Construction for this Change Order.**

Original Contract Price .....	\$3,211,505.75
Net Change by Previous Change Orders (#1, #2 & #3).....	\$ 489,121.48
Contract Price prior to this Change Order .....	\$3,700,627.23
Contract Price will be (increased) ( <del>unchanged</del> ) by this Change Order #4 .....	\$ <b>92,045.82</b>
The new Contract Price including this Change Order will be .....	\$3,792,673.05

The Contract Time will be increased by this Change Order (n/a) calendar days. The Substantial Completion Date is (180 days) April 5, 2025), and original Final Completion Date is (210 days) May 5, 2025). Contract End Date for paperwork close-out and retainage release is (241 days) June 6, 2025).

**[Signature page to follow]**

Approved:

Heather Asa  
Digitally signed by Heather Asa  
DN: C=US,  
E=Heather@asaconstruction,  
OU=ASA Construction, OU=Owner,  
CN=Heather Asa  
Reason: I am the author of this  
document  
Date: 2025.02.05 15:20:43-08'00'

by: \_\_\_\_\_ 2/05/2025  
Heather ASA, CEO (date)  
ASA Construction, LLC

Approved:



by: \_\_\_\_\_  
Drew Shreiner, Project Architect (date)  
base design/architecture, LLC

Approved:

by: Mark Sirois 2/5/25  
Mark Sirois, HCDD Manager (date)  
Clack. Cty. HCDD

Approved:

by: \_\_\_\_\_  
Craig Roberts, Chair (date)  
Clackamas County Board of  
County Commissioners

**CHANGE ORDER PROPOSAL**

PROJECT: *Clackamas Emergency Shelter Village*  
 PROJECT NUMBER: *2024-02*

CHANGE ORDER PROPOSAL: *COR 4*  
 CONTRACT NUMBER:  
 CURRENT DATE: *1.20.25*  
 CONTRACT DATE: *4.03.24*

CONTRACTOR: *ASA Construction Company, Inc.*  
 19100 S. Hwy 99E  
 Oregon City, Or. 97045

SFMS PCA#:  
 Fund by Building:

AGENCY: *Clackamas County Health, Housing and Human Division*  
 2051 Kaen Rd. Suite 245  
 Oregon City, OR 97045

This proposal is not binding until accepted in writing by Owners authorized representative

Notes/Comments: Additional excavation

Refer to:

Drawing /Revision: Section/Detail: Specification Page#: ASI #: COR# *4* Rev. #

**Subcontractor Work:**

1	Labor ,(all taxes & fringes:	\$58,420.20	
2	Labor, markup at 15 %per contract:	\$8,763.03	
2	Material & Equipment:		
4	Subcontractor M & E markup at 10 %per contract:	\$0.00	
5	SUBTOTAL (add 1,2,3,4):		\$67,183.23
6	Shipping:		
7	Other E & M:		
8	Subcontr.Profit/OH (on 6,7) markup at 10 %per contract:	\$0.00	
9	SUBTOTAL (add 6,7,8):		\$0.00
10			
11	SUBTOTAL (add 5,9):		\$67,183.23

**PRIME CONTRACTOR'S WORK:**

14	Labor-own forces,(all taxes & fringes:	\$17,936.97	
15	Labor, markup at 15 %per contract:	\$2,690.55	
16	Material & Equipment-prime contr. supplied:		
17	M & E markup at 10 %per contract:	\$0.00	
18	SUBTOTAL (add 14,15,16,17):		\$20,627.52
19	Truck Fee	\$546.00	
20	Other E & M:	\$0.00	
21	Profit/OH (on 19,20) markup at 10 %per contract:	\$54.60	
22	SUBTOTAL (add 19,20,21):		\$600.60
23			
24	SUBTOTAL (add 18,22):		\$21,228.12

**SUMMARY:**

27	Subcontractor's Total (line 11):	\$67,183.23	
28	Primes mark up on subcontract work 5 % per contract:	\$3,359.16	
29			
30	Primes Contractor's Subtotal (line24) :	\$21,228.12	
31	Prime Contractor's Bond Fee (3%):	\$275.31	
32	TOTAL COST (add 27,28,30,31):		\$92,045.82

35 TOTAL # OF CALENDAR DAYS REQUESTED: +/- DAYS = *0*

36 Complete detailed back-up will expedite review, please attach.

37 Submitted By *Heather Asa* Date *1.20.2025*



# Change Order

## CCB # 209696

P.O. Box 755  
Molalla, OR 97038

Change order 18

Prepared by: Kevin Beede 503-701-6353  
Attention: Heather Asa  
Project Name: Clackamas Emergency Shelter

### NOTES

This was based on connecting these within 5' of the existing rain drains. Additional footage would be at a small extra cost for additional materials etc.

ITEMIZED ESTIMATE: TIME AND MATERIALS	AMOUNT
Low point drain intalation per building includes- 5' of pipe, low point drain with box and lid, labor, and excavation x29 locations	1,850.00 x29 - - - - -
<b>TOTAL ESTIMATED COST</b>	<b>53,650.00</b>

By signing this change order you are approving and requesting the changes or additions to the original scope of work and understand that this constitutes as a change order. It will be billed in addition to original bid work unless otherwise specified.

Kevin Beede  
\_\_\_\_\_  
Signature

December 26, 2024  
\_\_\_\_\_  
DATE

# Invoice

Toby Davis Concrete INC  
PO Box 9  
Woodburn Or 97071

<b>Bill To</b>
ASA Construction
Clackamas Emergency COR #3

Date	Invoice No.	P.O. Number	Terms	Project
1/20/2025				

Item	Description	Quantity	Rate	Amount
Concrete	Vents	68	\$70.15	\$4,770.20
			Subtotal	\$4,770.20
			Sales Tax (0.0%)	\$0.00
			<b>Total</b>	<b>\$4,770.20</b>

**ESTIMATE**

ASA CONSTRUCTION, LLC-QB  
Desktop  
PO Box 699  
Estacada, OR 97023-0699

lexi@asaconstruction.com  
+1 (503) 803-9550



**ASA Construction Corporation**

**Clackamas County Health, Housing and Human Division: Clackamas Emergency Shelter**

**Bill to**

Clackamas County Health, Housing and  
Human Division

**Ship to**

Clackamas County Health, Housing and  
Human Division  
16590 SE 115th Ave  
Clackamas, OR 97015-9010 US

**Estimate details**

Estimate no.: COR 10  
Estimate date: 01/16/2025

#	Product or service	Description	Qty	Rate	Amount
1.	<b>Project Manager</b>		4	\$89.00	\$356.00
2.	<b>Superintendent</b>		6	\$119.00	\$714.00
3.	<b>Labor</b>	Supervision over Boss Excavation, labor for vent swells (4 hr), labor for radon underground pipes (72 hr)	132	\$105.50	\$13,926.00
4.	<b>Truck Fee</b>		7	\$78.00	\$546.00
5.	<b>Vent Swells</b>	Ramset - \$269.00 Grinder Wheels - \$25.97 Ramset shots - \$183.20 (68) Vent Swells - \$1,698.64	1	\$2,176.81	\$2,176.81
6.	<b>Radon Underground Pipes</b>	(30) Perforated piping - \$532.80 (30) Piping elbows - \$209.40 Tape - \$21.96	1	\$764.16	\$764.16

Total + \$18,482.97

**GC & Sub's markups 15% total: \$15,142.65**

Accepted date

Accepted by

**Asa Const. total: \$33,625.62**

*Stone Kelly, project coord. 2/4/2025  
Clackamas Cty. HHS Dept.*