



DAN JOHNSON
DIRECTOR

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

November 27, 2024

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of a Contract Amendment with Opsis Architecture for design and construction administration services for the Concord Community Center, Oak Lodge Library and Concord Park. Amendment Value is \$463,481 for 1 year. Total Agreement Value is \$6,552,611 for 5 years. Funding is through \$95,200 of budgeted County General Funds and the NCPRD General Fund.

<p>Previous Board Action/Review</p>	<p>9/26/19: Original Opsis Contract for \$996,916 approved by BCC. 2/17/21: Amendment #1 for time only through 7/1/2022 approved by Department Director. 4/1/23: Amendment #2 for \$4,013,248 and time through 4/1/24 approved by BCC. 8/22/22: Amendment #3 updated scope of work approved by Department Director. 12/12/22: Amendment #4 for \$71,146 and updated scope of work approved by Department Director. 5/17/23: Policy Session, Board to fully fund both the Gladstone and Oak Lodge Library projects and allow for construction to begin. 10/5/23: Business Meeting, Board approved amendment #5 for additional construction administration services for Concord Park and Gladstone and Oak Lodge Libraries. 8/1/24: Amendment #6, for time only through 1/31/25 approved by Department Director.</p>		
<p>Performance Clackamas</p>	<p>This project aligns with the Vibrant Economy Goal: It provides economic development, public spaces, and community enrichment services to residents, businesses, visitors, and partners so they can thrive and prosper in healthy and vibrant communities.</p>		
<p>Counsel Review</p>	<p>Yes, Andrew Naylor</p>	<p>Procurement Review</p>	<p>Yes, Ryan Rice</p>
<p>Contact Person</p>	<p>Jason Varga</p>	<p>Contact Phone</p>	<p>(503) 351-4012</p>

EXECUTIVE SUMMARY: In a May 17, 2023 Policy Session the Board approved additional funding for both the Gladstone and Oak Lodge Libraries to fully fund each project and allow for construction to begin.

The contract with Opsis Architecture provides work related to the renovation of the Concord Community Center, and construction of the Oak Lodge Library and Concord Park.

These design changes and added scopes came about due to schedule delays and permit design changes that were not anticipated.

For Filing Use Only

All costs for this change order are within the existing project budgets and owner contingency funds. No new funds are required.

Construction Administration Services

The amendment includes construction administration services for the Concord Community Center. It also includes extended construction administrative services for the Oak Lodge Library due to permitting schedule delays.

Construction Administration services for the architect and their consultants include attending regular project meetings, reviewing and checking project submittals to ensure conformance with the project documents, performing regular site visits and completing progress reports, reviewing and responding to Requests for Information (RFI's) and reviewing general contractor payment applications. Each of these proposals lines up with the project durations provided by the General Contractor.

Design Services

The amendment includes design services for tenant improvements in Concord Community Center. NCPRD is planning to improve several spaces within the Community Center before the building is opened back up to the community in fall 2025. This added service includes client coordination meetings, permitting, construction administration, SHPO (State Historical Preservation Office) coordination and furniture, fixtures and equipment selection.

The amendment also includes redesigning services for underground utilities based on required changes from Oak Lodge Water Services Authority. This consists of the relocation of water, sanitary sewer and storm drainage lines.

RECOMMENDATION: Staff recommends approval of this contract amendment.

Respectfully submitted,

Dan Johnson

Dan Johnson
Director of Transportation & Development

AMENDMENT #7
TO THE CONTRACT DOCUMENTS WITH OPSIS ARCHITECTURE, LLP FOR NORTH
CLACKAMAS PARKS AND RECREATION DISTRICT CONCORD PROPERTY OAK
LODGE LIBRARY AND GLADSTONE LIBRARY PLANNING PROCESS
Contract #1642

This Amendment #7 is entered into between **Opsis Architecture, LLP** (“Contractor”) and Clackamas County (“County”) and shall become part of the Contract documents entered into between both parties on **September 26, 2019** (“Contract”).

1. ARTICLE I, Section 2. **Scope of Work** is hereby amended as follows:
 County has authorized an increase to the Work for Contractor to perform additional design Work for the Oak Lodge Library and Concord Community Center. The additional Work is further described in Exhibit A of this Amendment #7, attached and hereby incorporated by reference.

2. ARTICLE I, Section 3. **Consideration** is hereby amended as follows:
 In consideration for Contractor performing the additional Work described in Exhibit A to this Amendment #7, County shall pay Contractor an amount not to exceed \$463,481.00. Payment shall be pursuant to the fee schedules in Exhibit A to this Amendment #7. Consideration for the additional Work is a on a fixed-fee basis in accordance with Exhibit A to this Amendment #7. The total Contract compensation shall not exceed \$6,552,611.00.

ORIGINAL CONTRACT	\$ 996,916.00
AMENDMENT #1	Time Extension
AMENDMENT #2	\$4,013,248.00 + Time Extension
AMENDMENT #3	Scope of Work
AMENDMENT #4	\$ 71,146.00
AMENDMENT #5	\$1,007,820.00
AMENDMENT #6	Time Extension
AMENDMENT #7	\$ 463,481.00
TOTAL AMENDED CONTRACT	\$6,552,611.00

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect. By signature below, the parties agree to this Amendment #7, effective upon the date of the last signature below.

Opsis Architecture, LLP



11.05.24

Authorized Signature

Date

Mark Stoller, Principle

Printed Name

Clackamas County

Signature

Date

Name: _____

Title: _____

APPROVED AS TO FORM



11/06/2024

County Counsel

Date

Exhibit A



May 8th, 2024

Jason Varga, Project Manager
Clackamas County
150 Beaver Creek Road
Oregon City, OR 97045

Reference: Opsis Project No. 4775-01, Clackamas County Contract #1642
Additional Services Request [Oak Lodge Extended Civil Permitting]

Dear Jason,

This letter represents the Opsis Architecture (hereby Opsis) request for additional services to provide services related to KPFF's extended effort to provide permitting support. Scope is related to Clackamas County Site Development Permit and Oak Lodge Water Services Site Development Permit and Utilities Permit. The Clackamas County Site Development Permit has now been issued and the remaining work relating to the Oak Lodge Water Services permits has been coordinated.

SCOPE OF SERVICES

Scope of Work

Task 1: Extended Civil Permitting Support

During the course of permitting with Clackamas County and Oak Lodge Water Services, scope was revised and refined per jurisdiction direction, extending the originally assumed permitting schedule.

Subtasks and activities during this phase include:

- Additional coordination with Clackamas County and Oak Lodge Water Services (KPFF/Opsis)
- Responded to four additional review cycles for Clackamas County, requiring redesign (KPFF)
- Responded to four review cycles for Oak Lodge Water Services, requiring substantial redesign (KPFF)

Preliminary Schedule

Our estimated timeline to complete this effort is as follows:

Task 1: Extended Civil Permitting Support

Spring 2024

Fee

We propose a fixed fee for services detailed below.

Task 1: Extended Civil Permitting Support

KPFF Civil (see attachment)	\$18,000
Opsis Management (5%)	\$900
Opsis (Sina Meier 16 hours at \$165)	\$2,640
Total ASR	\$21,540

Reimbursables

Reimbursables are additional and include expenses incurred by Opsis and Consultants directly related to the project such as transportation, printing, deliveries, and other similar project-related costs. A 5% fee is applied to reimbursable expenses for processing.

Estimated Reimbursable Allowance: \$0.

Invoicing

Invoices will be rendered once a month based on tasks completed, consultant fees, and reimbursable expenses incurred. Payments are due and payable upon presentation.

Please feel free to call me if you have any questions. We look forward to our continued work with you on the.

Sincerely,



Mark Stoller, AIA, LEED AP BD+C,
Partner, Opsis Architecture LLP

Additional Service Request No. 3

Page 1 of 1



DATE: April 23, 2024

PROJECT: 2200309 – NCPRD Concord Property

KPFF hereby requests that the additional civil engineering services described below be added to the **CONTRACT** for the above-referenced project. The scope of civil engineering services is described in KPFF’s proposal dated July 7, 2022, which is attached to the contract between Opsis Architecture and KPFF. Upon approval by Opsis Architecture, this Additional Service Request will become a part of the contract.

Original Contract Amount (Excluding Reimbursable Expenses)	Total \$177,000
Additional Services for:	
Extended Permitting Efforts:	
<ul style="list-style-type: none"> Responded to four additional review comments cycles for Clackamas County, with new comments introduced in every cycle. Addressing review comments required redesign, additional coordination, and new plan sheets. Responded to four review comments cycles for Oak Lodge Water District. Addressing comments required a substantial redesign of the public sanitary sewer and water main designs. The redesign effort included submitting utility routing options for OLWD feedback and several rounds of coordination with the design team and reviewer. OLWD required a final set with all revisions noted and included. 	
Total Proposed Additional Fee (This ASR Only)	18,000
Previously Approved Additional Service Requests (ASR No.1)	5,000
Previously Approved Additional Service Requests (ASR No. 2)	32,500
TOTAL REVISED CONTRACT AMOUNT	\$232,500

To indicate acceptance, please return a signed copy of this Additional Service Request.

Requested By (KPFF, Inc.)

Accepted By (Opsis Architecture)

Signature

Signature

Joshua A. Lighthipe, PE
Associate

Name/Title

Print Name/Title

4/23/2024

Date

Date

10102200309-kb



June 18th, 2024

Jason Varga, Project Manager
Clackamas County
150 Beaver Creek Road
Oregon City, OR 97045

Reference: Opsis Project No. 4775-01, Clackamas County Contract #1642
Additional Services Request [Oak Lodge Extended CA Services]

Dear Jason,

This letter represents the Opsis Architecture (hereby Opsis) request for additional services to provide services related to the extended construction schedule. Per the anticipated construction schedule provided by P&C Construction included in ASR 23, Exhibit C, the original anticipated construction duration was 09/05/2023- 12/12/2024. The most recent construction master schedule dated 04/23/24, extends the substantial completion to 07/02/2025.

SCOPE OF SERVICES

Scope of Work

Task 1: Oak Lodge Extended CA Services

Providing extended CA support for approximately 7 additional months. Subtasks and activities during this phase include:

- Opsis Architecture to provide continued Construction Administration support including RFI responses, field reports, punch list and project close outs.
 - **12/12/2024-6/20/2025:**
 - 8 hours/ week of Senior Project Architect support responding to RFIs
 - **6/23/2025-7/04/2025:**
 - 16 hours/ week of Senior Project Architect support to complete punch list/ back punch
 - **7/7/2025-8/13/2025:**
 - 4 hours/ week Senior Project Architect support for close out
 - ½ hour/ week of management support
- Johnston Architects to provide support for punch list and project closeout.
 - **12/12/2024-6/20/2025:**
 - **4 hours/ week** of support responding to RFIs
 - **1 hour/week of management support**
 - **6/23/2025-8/13/2025**
 - 8 hours/ week of support for punch list
 - 2 hours/ week of Principal oversight

Preliminary Schedule

Our estimated timeline to complete this effort is as follows:

Task 1: Oak Lodge Extended CA Services 12/12/2025-8/13/2025

Fee

We propose a fixed fee for services detailed below.

Task 1: Extended CA Services

Opsis Construction Administration Services	\$45,450
JA Support	\$28,210
Total ASR	\$73,660

Reimbursables

Reimbursables are additional and include expenses incurred by Opsis and Consultants directly related to the project such as transportation, printing, deliveries, and other similar project-related costs. A 5% fee is applied to reimbursable expenses for processing.

Estimated Reimbursable Allowance: \$0.

Exclusions

- Record Documents

Invoicing

Invoices will be rendered once a month based on tasks completed, consultant fees, and reimbursable expenses incurred. Payments are due and payable upon presentation.

Please feel free to call me if you have any questions. We look forward to our continued work with you on the.

Sincerely,



Mark Stoller, AIA
Partner, Opsis Architecture LLP

Attachments:

- Updated Construction Schedule dated 04/23/2024
- Fee summary

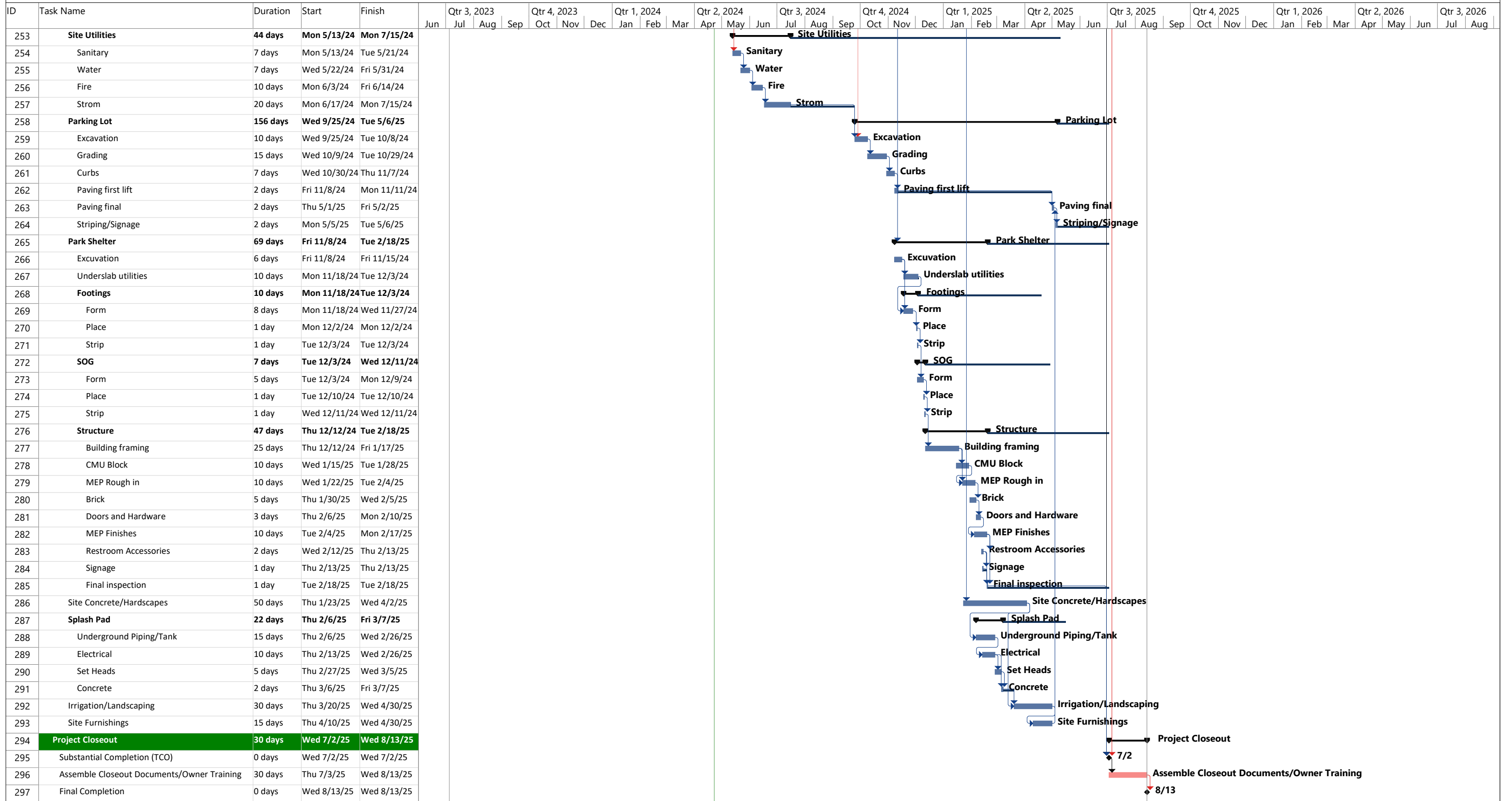
OLL Master Schedule 4-23-2024

ID	Task Name	Duration	Start	Finish	Qtr 3, 2023			Qtr 4, 2023			Qtr 1, 2024			Qtr 2, 2024			Qtr 3, 2024			Qtr 4, 2024			Qtr 1, 2025			Qtr 2, 2025			Qtr 3, 2025			Qtr 4, 2025			Qtr 1, 2026			Qtr 2, 2026			Qtr 3, 2026											
					Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug									
1	Oak Lodge Library Project	539 days?	Wed 7/5/23	Wed 8/13/25	Oak Lodge Library Project																																															
2	Critical Lead Time Procurement	251 days?	Wed 7/5/23	Thu 6/27/24	Critical Lead Time Procurement																																															
117	Construction Period	466 days	Tue 9/5/23	Wed 7/2/25	Construction Period																																															
118	Schedule Impacts	61 days	Mon 1/15/24	Mon 4/8/24	Schedule Impacts																																															
119	Weather Delay	5 days	Mon 1/15/24	Fri 1/19/24	Weather Delay																																															
120	Stop Work Letter	27 days	Fri 3/1/24	Mon 4/8/24	Stop Work Letter																																															
121	Permits	156 days	Tue 9/5/23	Mon 4/15/24	Permits																																															
122	Grading/1200C Permit	85 days	Tue 9/5/23	Fri 1/5/24	Grading/1200C Permit																																															
123	Oak Lodge Utility Permit	15 days	Tue 3/26/24	Mon 4/15/24	Oak Lodge Utility Permit																																															
124	Site Preparation	131 days	Mon 11/27/23	Thu 5/30/24	Site Preparation																																															
125	Mobilization	5 days	Mon 11/27/23	Fri 12/1/23	Mobilization																																															
126	Survey	4 days	Tue 11/28/23	Fri 12/1/23	Survey																																															
127	Erosion Control	3 days	Mon 12/4/23	Wed 12/6/23	Erosion Control																																															
128	Haul Road	3 days	Wed 1/10/24	Fri 1/12/24	Haul Road																																															
129	Haul Road	5 days	Mon 1/22/24	Fri 1/26/24	Haul Road																																															
130	Site Utilities	20 days	Mon 4/15/24	Fri 5/10/24	Site Utilities																																															
131	Sanitary	6 days	Mon 4/15/24	Mon 4/22/24	Sanitary																																															
132	Water	8 days	Tue 4/23/24	Thu 5/2/24	Water																																															
133	Storm	6 days	Fri 5/3/24	Fri 5/10/24	Storm																																															
134	Mass Excavation	10 days	Mon 1/29/24	Fri 2/9/24	Mass Excavation																																															
135	Mass Excavation/Fill	15 days	Mon 5/6/24	Fri 5/24/24	Mass Excavation/Fill																																															
136	Building Pad	5 days	Thu 5/23/24	Thu 5/30/24	Building Pad																																															
137	Concrete Foundations	66 days	Wed 5/29/24	Thu 8/29/24	Concrete Foundations																																															
138	Excavation	5 days	Wed 5/29/24	Tue 6/4/24	Excavation																																															
139	Footings	21 days	Fri 5/31/24	Fri 6/28/24	Footings																																															
140	Set 1	12 days	Fri 5/31/24	Mon 6/17/24	Set 1																																															
141	Form	6 days	Fri 5/31/24	Fri 6/7/24	Form																																															
142	Reinforcing/Embeds	7 days	Tue 6/4/24	Wed 6/12/24	Reinforcing/Embeds																																															
143	Place/Finish	1 day	Thu 6/13/24	Thu 6/13/24	Place/Finish																																															
144	Strip	2 days	Fri 6/14/24	Mon 6/17/24	Strip																																															
145	Set 2	9 days	Mon 6/10/24	Thu 6/20/24	Set 2																																															
146	Form	6 days	Mon 6/10/24	Mon 6/17/24	Form																																															
147	Reinforcing/Embeds	4 days	Wed 6/12/24	Mon 6/17/24	Reinforcing/Embeds																																															
148	Place/Finish	1 day	Tue 6/18/24	Tue 6/18/24	Place/Finish																																															
149	Strip	2 days	Wed 6/19/24	Thu 6/20/24	Strip																																															
150	Set 3	9 days	Tue 6/18/24	Fri 6/28/24	Set 3																																															
151	Form	6 days	Tue 6/18/24	Tue 6/25/24	Form																																															
152	Reinforcing/Embeds	4 days	Thu 6/20/24	Tue 6/25/24	Reinforcing/Embeds																																															
153	Place/Finish	1 day	Wed 6/26/24	Wed 6/26/24	Place/Finish																																															
154	Strip	2 days	Thu 6/27/24	Fri 6/28/24	Strip																																															
155	Retaining Walls	28 days	Tue 6/18/24	Fri 7/26/24	Retaining Walls																																															
156	Set 1	14 days	Tue 6/18/24	Mon 7/8/24	Set 1																																															
157	Form	6 days	Tue 6/18/24	Tue 6/25/24	Form																																															
158	Reinforcing/Embeds	4 days	Fri 6/21/24	Wed 6/26/24	Reinforcing/Embeds																																															
159	Close Up	4 days	Wed 6/26/24	Mon 7/1/24	Close Up																																															
160	Place/Finish	1 day	Tue 7/2/24	Tue 7/2/24	Place/Finish																																															

Project: Oak Lodge Library Proj
Date: Tue 4/23/24

Task	 Summary	Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split		Slack	
Split	 Project Summary	Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress			
Milestone	 Inactive Task	Manual Task		Manual Summary		External Tasks		Critical		Manual Progress			

OLL Master Schedule 4-23-2024



Project: Oak Lodge Library Proj
Date: Tue 4/23/24

Task	Summary	Inactive Milestone	Duration-only	Start-only	External Milestone	Critical Split	Slack
Split	Project Summary	Inactive Summary	Manual Summary Rollup	Finish-only	Deadline	Progress	
Milestone	Inactive Task	Manual Task	Manual Summary	External Tasks	Critical	Manual Progress	

Fee Summary

4775-07 Oak Lodge Library and Community Park - ASR Oak Lodge Extended CA
 Clackamas County
 06.14.2024 - REV-1

A/E FEE SUMMARY

		HOURLY RATE	HOURS PER WEEK	DURATION IN WEEKS	TOTAL THIS PERIOD	5% CONSULTANT MARKUP	TOTAL	COMMENTS
Task 01: Extended CA Support								
Architecture	Opsis						\$45,450	
	12/12/2024-06/20/2025 (27 weeks)							
	Sina Meier	\$165	8	27	\$35,640			
	Mark Stoller				\$0			
	06/23/2025-07/04/2025 (2 weeks)							
	Sina Meier	\$165	16	2	\$5,280			
	Mark Stoller				\$0			
	07/07/2025-08/13/2025 (6 weeks)							
	Sina Meier	\$165	4	6	\$3,960			
	Mark Stoller	\$190	0.50	6	\$570			
Architecture	JA						\$28,210	
	12/12/2024-06/20/2025 (27 weeks)							
	Sarah Burk	\$165	4	27	\$17,820			
	Mona Zellers	\$250	1.00	27	\$6,750			
	06/23/2025-07/04/2025 (2 weeks)							
	Sarah Burk	\$165	8	2	\$2,640			
	Mona Zellers	\$250	2	2	\$1,000			
Subtotal							\$73,660	
TOTAL FEE							\$73,660	
Reimbursable Budget								



July 10th, 2024

Jason Varga, Project Manager
Clackamas County
150 Beaver Creek Road
Oregon City, OR 97045

Reference: Opsis Project No. 4775-01, Clackamas County Contract #1642
Additional Services Request [Concord Community Center Permitting and CA Services]

Dear Jason,

This letter represents the Opsis Architecture (hereby Opsis) request for additional services for the bidding/permitting services and construction administration of the Concord Community Center

SCOPE OF SERVICES

Scope of Work

The Design Team understands the scope of work to be as described per Exhibit A: Scope Of Work

Schedule

The Design Team understands the schedule as outlined below. Reference Exhibit C: Schedule for additional detail.

PERMITTING	November 2023- May 2024
CONSTRUCTION	May 2024-December 2024

Consultants

Structural Engineer	Catena Consulting Engineers
Mechanical Engineer	Interface Engineering
Electrical Engineer	Interface Engineering
Plumbing Engineering	Interface Engineering
Civil Engineering	KPFF
Specifications	M. Thrailkill Architect

Fee

We propose a fixed fee for services detailed below.

Task 2: Permitting

Opsis Construction Administration Services	\$17,360
Catena (includes 5% consultant mark-up)	\$7,991
Interface Mechanical (includes 5% consultant mark-up)	\$2,100
Interface Electrical ((includes 5% consultant mark-up)	\$2,100
Total Permitting	\$29,551

Task 3: Construction Administration/Close Out

Opsis Construction Administration Services	\$96,580
Catena (includes 5% consultant mark-up)	\$38,430
Interface Mechanical (includes 5% consultant mark-up)	\$26,250
Interface Electrical (includes 5% consultant mark-up)	\$10,500
Total CA	\$171,760

Supplemental services:

Fire protection/sprinkler system design build (includes 5% consultant mark-up)	\$2,100
Fire alarm design build (includes 5% consultant mark-up)	\$4,200
Data/security (includes 5% consultant mark-up)	\$2,100
Lighting (includes 5% consultant mark-up)	\$2,100
Civil (includes 5% consultant mark-up)	\$2,100
Total supplemental services	\$12,600
Total ASR	\$213,911

Reimbursables

Reimbursables are additional and include expenses incurred by Opsis and Consultants directly related to the project such as transportation, printing, deliveries, and other similar project-related costs. A 5% fee is applied to reimbursable expenses for processing.

Reimbursable Expense Allowance **\$2,000**

Invoicing

Invoices will be rendered once a month based on tasks completed, consultant fees, and reimbursable expenses incurred. Payments are due and payable upon presentation.

Please feel free to call me if you have any questions. We look forward to our continued work with you on the Concord Community Center

Sincerely,



Mark Stoller, AIA
Principal, Opsis Architecture LLP

Enclosures:

Exhibit A: Scope of Work
Exhibit B: Design Fee Summary
Exhibit C: Schedule

July 10th, 2024

EXHIBIT A: SCOPE OF WORK

Work in this Contract will consist of bidding/permitting services and construction administration for the Concord Community Center renovation.

The following scope of work and lump sum fee are based on the proposed community center scope as documented in the "100% Construction Documents" dated 9.14.2023, as well as the associated addendum dated 10.03.2023, and additional roof replacement and structural strengthening work as identified in the "Concord Community Center Re-Roof Design" Additional Service dated 02.06.2024.

The estimated construction cost of this scope of work is to be \$6,317,762. The assumed construction duration is May 2024 - December 2024, based off of P&C's schedule dated 05.09.2024.

The construction of the Oak Lodge Library and Community Park are being managed under a separate proposal and scope of work.

This proposed fee applies to a CMGC project delivery method with selected CMGC, P&C Construction. The Design Team understands the scope of work to be the following:

Bidding and Permitting Phase

Tasks

- Services consisting of the preparation of one (1) Bid Package for either a lump sum bid, or the development of the Guaranteed Maximum Price (GMP) by CMGC Contractor.
- Services consisting of preparation of Addenda as may be required during bidding and including supplementary drawings and specifications.
- Services consisting of participation in pre-bid conferences, responses to questions from bidders, and clarification or interpretations of the bidding documents.
- Services consisting of consideration, analysis, comparisons, and recommendations relative to substitutions proposed by bidders during the bidding process.
- Services consisting of coordinating, compiling, and applying for required project permits through the AHJ (Clackamas County)
- Respond to questions and review comments as received from the AHJ.
- Provide a construction set that incorporates all AHJ revisions.

Meetings

- Weekly virtual OAC Meetings

Construction Administration

- Services consisting of construction contract administrative functions including consultation, conferences, communications and progress reports.
- Coordination between the architectural work and the work of engineering and other involved consultants for the project. Reviewing and checking of documents (required submittals) prepared for the project.

- Services relating to applicable laws, statues, regulations and codes of regulating entities relating to the agency's interests during construction of the project.
- Services consisting of processing of submittals, including receipt, review of and appropriate action on shop drawings, product data, samples and other submittals required by the contract documents. Distribution of submittals to agency, contractor, and field representatives as required.
- Services consisting of visits to the site at intervals appropriate to the stage of construction or as otherwise agreed to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the contract documents, and preparing related reports and communications. Contractor to chair project meetings and prepare meeting minutes.
- Services consisting of preparation, reproduction and distribution of clarification documents and interpretations in response to requests for clarification by contractors or the user agency. Maintenance of records and coordination of communications relative to requests for clarification or information (RFI). Preparation, reproduction and distribution of drawings and specifications to describe work to be added, deleted or modified, review of proposals, review and recommend changes in time for substantial completion, assisting in the preparation of modifications of the contracts and coordination of communications, approvals, notifications, and record-keeping relative to changes in the work. Additional fees for changes to the scope of a project shall be negotiated.
- Services consisting of monitoring the progress of the contractors relative to established schedules and making status reports to the user agency.
- Services consisting of maintenance of records of payments on account of the contract and all changes thereto, evaluation of applications for payment and certification thereof, and review and evaluation of cost data submitted by the contractors for work performed.

Meetings

- Weekly virtual OAC Meetings
- Site visits every 2 weeks until steel erection starts, then every week or as needed.

SUPPLEMENTAL SERVICES

The following services are *included* in the contract sum amount:

Fire Sprinkler/Alarm – Services consisting of the development of performance-based specifications of the Fire Protection Sprinkler Service and Fire Detection and Alarm Services and subsequent project conformance review of contractor design.

Data/Communications – Services consisting of the construction administration including RFI and submittal review relating to Data/Telecommunications systems.

Audio/Visual – Services consisting of the construction administration including RFI and submittal review relating to AV systems.

Interior Lighting - Services consisting of the construction administration including RFI and submittal review relating to interior lighting design.

Exterior Lighting - Services consisting of the construction administration including RFI and submittal review relating to exterior lighting design.

Civil - Services consisting of construction administration related to site planning including layout of site features. This is limited to coordination of mechanical and electrical equipment and minor adjustments at the north side of the building. The remaining civil coordination is included under a separate proposal.

EXCLUDED SERVICES

The following services are excluded from the contract sum amount:

- Public Outreach and Task Force Engagement
- Landscape
- Ventilation Modeling
- Commissioning
- Building Envelope
- Paging System Design
- Advanced AV Systems Design
- Physical Model (by 3rd Party)
- Special Inspections
- Survey
- Geotech
- Rainwater Harvesting Analysis
- Life Cycle Cost Analysis
- Multiple Bid Packages
- Record Documents
- Any printing required for Public Engagement Events, Task Force Meetings, or User Groups.

OWNER'S RESPONSIBILITIES

Unless otherwise provided for under this Agreement, the County shall provide information in a timely manner regarding requirements for and limitations on the project.

The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the project. The Owner shall render decisions and approve the Contractor's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Contractor's services.

The Owner shall establish the Owner's budget for the project, including (1) the budget for the Cost of the Work as defined (2) the Owner's other costs; and, (3) reasonable contingencies related to all these costs. The Owner shall update the Owner's budget for the project as necessary throughout the duration of the project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Contractor. The Owner and the Contractor shall thereafter agree to a corresponding change in the project's scope and quality.

The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

The Owner shall coordinate the services of its own consultants with those services provided by the Contractor. Upon the Contractor's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Contractor in this Agreement or authorize the Contractor to furnish them as an Additional Service, when the Contractor requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and General Contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

The Owner shall furnish tests, inspections and reports required by law or the work product, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the project to meet the Owner's needs and interests.

End of Scope of Work.

Fee Summary

4775-08 Concord Community Center CA
 Clackamas County
 7/10/2024

A/E FEE SUMMARY					
		FEE	5% CONSULTANT MARKUP	TOTAL	COMMENTS
Basic Services: Task 02: Permitting					
Architecture	Opsis	\$17,360		\$17,360	8 weeks of permitting @ 12 hours/week for Caroline (\$165/hour) and 1 hour/week for Mark (\$190/hour)
Structural	Catena	\$7,610	\$381	\$7,991	
Mechanical	Interface	\$2,000	\$100	\$2,100	
Electrical	Interface	\$2,000	\$100	\$2,100	
Subtotal		\$28,970		\$29,551	
Basic Services Task 03: Construction Administration / Close out					
Architecture	Opsis	\$96,580		\$96,580	28 weeks of CA @ 20 hours/week for Caroline (\$165/hour) and 1 hour/week for Mark (\$190/hour)
Structural	Catena	\$36,600	\$1,830	\$38,430	
Mechanical	Interface	\$25,000	\$1,250	\$26,250	This includes CA support tied to roof to wall strenghtening
Electrical	Interface	\$10,000	\$500	\$10,500	
Subtotal		\$168,180		\$171,760	
Supplemental Services					
Fire Protection/ Sprinkler System Design Build	Interface	\$2,000	\$100	\$2,100	
Fire Alarm Design Build	Interface	\$4,000	\$200	\$4,200	
Data/Security	Interface	\$2,000	\$100	\$2,100	
Lighting	Interface	\$2,000	\$100	\$2,100	
Civil	KPFF	\$2,000	\$100	\$2,100	
Supplemental - Subtotal		\$12,000		\$12,600	
Design Fee Contingency		\$0		\$0	
TOTAL FEE				\$213,911	
Reimbursable Budget				\$2,000	

CONCORD NCPRD
05-9-24

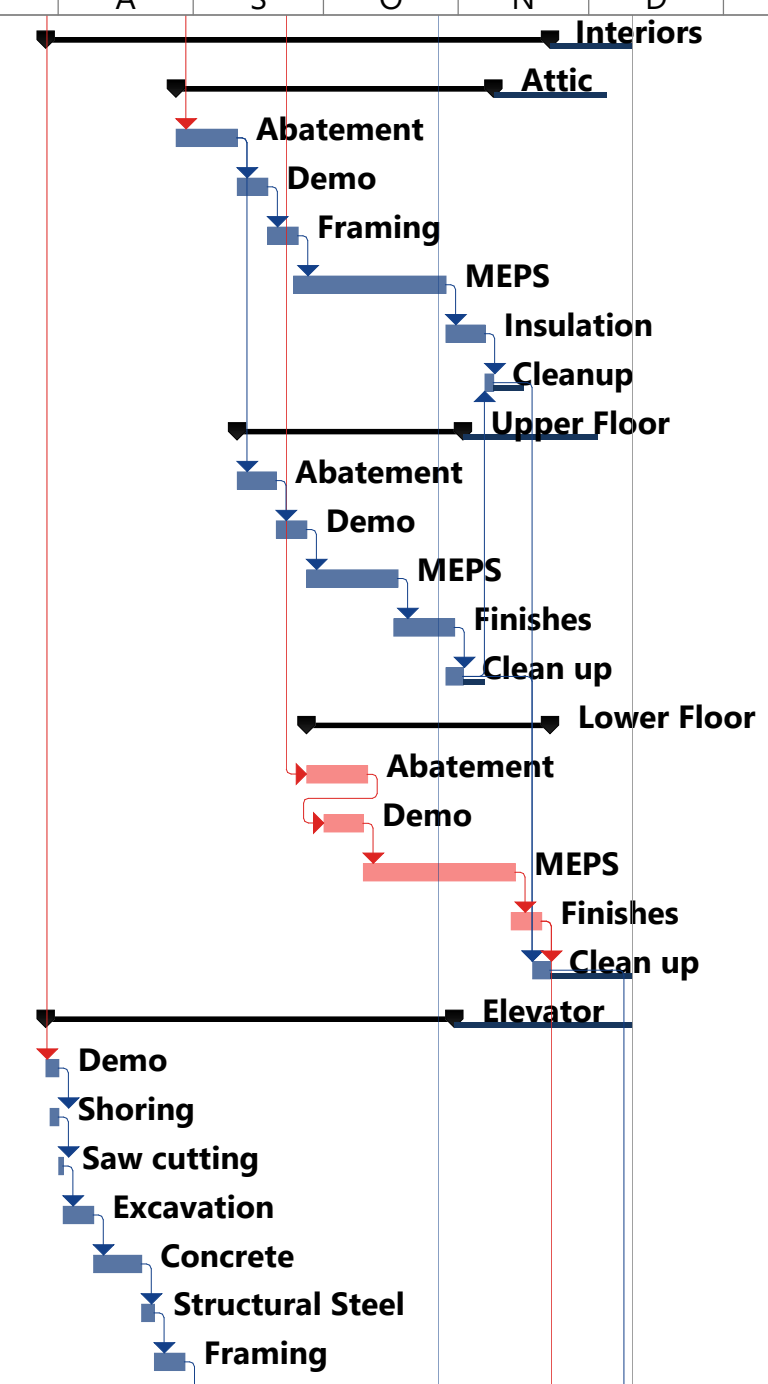
ID	Task Name	Duration	Start	Finish	Half 1, 2024					Half 2, 2024					Half 1, 2025				
					J	F	M	A	M	J	J	A	S	O	N	D	J	F	
1	Concord Construction Period	242 days?	Mon 1/8/24	Tue 12/10/24															
2	Existing Building Upgrades	81 days?	Mon 1/8/24	Mon 4/29/24															
3	Permits	10 days	Mon 5/6/24	Fri 5/17/24															
4	Mobilization	1 day	Fri 5/17/24	Fri 5/17/24															
5	Survey	1 day	Mon 5/13/24	Mon 5/13/24															
6	Erosion Control	1 day	Tue 5/14/24	Tue 5/14/24															
7	Haul Road	1 day	Wed 5/15/24	Wed 5/15/24															
8	Underground Site Utilities	20 days	Mon 5/27/24	Fri 6/21/24															
9	Site utilities	20 days	Mon 5/27/24	Fri 6/21/24															
10	Foundation New Entrance	17 days	Mon 7/15/24	Tue 8/6/24															
11	Demo	10 days	Mon 7/15/24	Fri 7/26/24															
12	Excavate	2 days	Mon 7/29/24	Tue 7/30/24															
13	Footing Form & Pour	5 days	Wed 7/31/24	Tue 8/6/24															
14	Clean Up/Strip	2 days	Mon 8/5/24	Tue 8/6/24															
15	Building Structure	57 days	Wed 8/7/24	Thu 10/24/24															
16	1st Floor	33 days	Wed 8/7/24	Fri 9/20/24															
17	Structural Steel	10 days	Wed 8/7/24	Tue 8/20/24															
18	WRB/Sheet Metal	5 days	Wed 8/21/24	Tue 8/27/24															
19	New Store Front	8 days	Wed 8/28/24	Fri 9/6/24															
20	Brick	10 days	Mon 9/9/24	Fri 9/20/24															
21	Main Roof	37 days	Wed 8/21/24	Thu 10/10/24															
22	Demo	5 days	Wed 8/21/24	Tue 8/27/24															
23	Curbs	10 days	Wed 8/28/24	Tue 9/10/24															
24	MEPS	15 days	Wed 9/11/24	Tue 10/1/24															
25	Units	2 days	Wed 10/2/24	Thu 10/3/24															
26	Roofing	5 days	Fri 10/4/24	Thu 10/10/24															
27	Building Envelope	20 days	Fri 9/27/24	Thu 10/24/24															
28	Windows	20 days	Fri 9/27/24	Thu 10/24/24															

Project: Centennial SD Gym Pro
Date: Mon 5/20/24

Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
Split		Inactive Milestone		Manual Summary		Deadline		Slack	
Milestone		Inactive Summary		Start-only		Critical			
Summary		Manual Task		Finish-only		Critical Split			
Project Summary		Duration-only		External Tasks		Progress			

CONCORD NCPRD
05-9-24

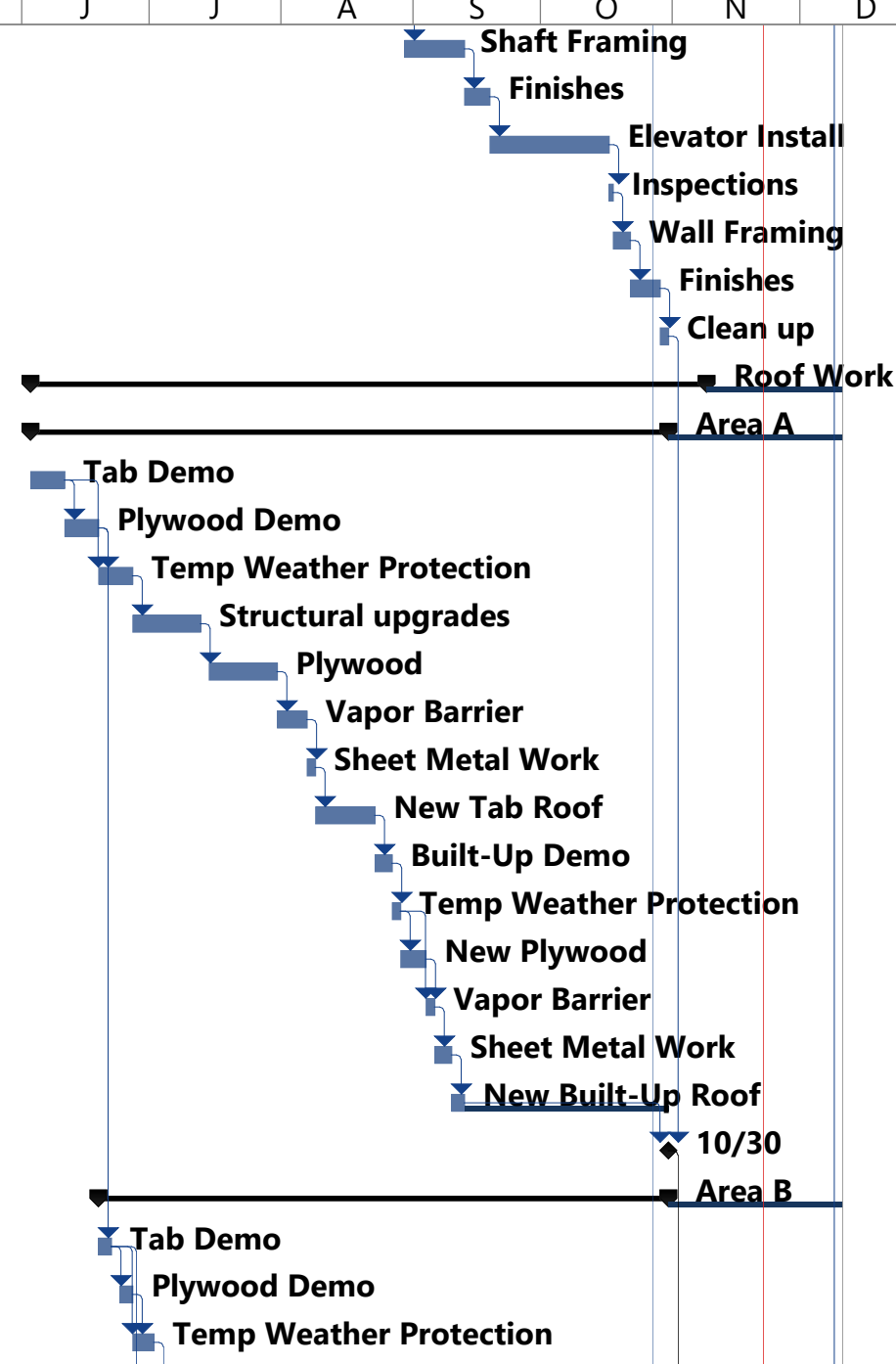
ID	Task Name	Duration	Start	Finish	Half 1, 2024					Half 2, 2024					Half 1, 2025			
					J	F	M	A	M	J	J	A	S	O	N	D	J	F
29	Interiors	84 days	Mon 7/29/24	Thu 11/21/24														
30	Attic	53 days	Wed 8/28/24	Fri 11/8/24														
31	Abatement	10 days	Wed 8/28/24	Tue 9/10/24														
32	Demo	5 days	Wed 9/11/24	Tue 9/17/24														
33	Framing	5 days	Wed 9/18/24	Tue 9/24/24														
34	MEPS	25 days	Tue 9/24/24	Mon 10/28/24														
35	Insulation	7 days	Tue 10/29/24	Wed 11/6/24														
36	Cleanup	2 days	Thu 11/7/24	Fri 11/8/24														
37	Upper Floor	38 days	Wed 9/11/24	Fri 11/1/24														
38	Abatement	7 days	Wed 9/11/24	Thu 9/19/24														
39	Demo	5 days	Fri 9/20/24	Thu 9/26/24														
40	MEPS	15 days	Fri 9/27/24	Thu 10/17/24														
41	Finishes	10 days	Thu 10/17/24	Wed 10/30/24														
42	Clean up	4 days	Tue 10/29/24	Fri 11/1/24														
43	Lower Floor	40 days	Fri 9/27/24	Thu 11/21/24														
44	Abatement	10 days	Fri 9/27/24	Thu 10/10/24														
45	Demo	7 days	Tue 10/1/24	Wed 10/9/24														
46	MEPS	25 days	Thu 10/10/24	Wed 11/13/24														
47	Finishes	5 days	Wed 11/13/24	Tue 11/19/24														
48	Clean up	4 days	Mon 11/18/24	Thu 11/21/24														
49	Elevator	68 days	Mon 7/29/24	Wed 10/30/24														
50	Demo	3 days	Mon 7/29/24	Wed 7/31/24														
51	Shoring	2 days	Tue 7/30/24	Wed 7/31/24														
52	Saw cutting	1 day	Thu 8/1/24	Thu 8/1/24														
53	Excavation	5 days	Fri 8/2/24	Thu 8/8/24														
54	Concrete	7 days	Fri 8/9/24	Mon 8/19/24														
55	Structural Steel	3 days	Tue 8/20/24	Thu 8/22/24														
56	Framing	5 days	Fri 8/23/24	Thu 8/29/24														



Project: Centennial SD Gym Pro Date: Mon 5/20/24	Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
	Split		Inactive Milestone		Manual Summary		Deadline		Slack	
	Milestone		Inactive Summary		Start-only		Critical			
	Summary		Manual Task		Finish-only		Critical Split			
	Project Summary		Duration-only		External Tasks		Progress			

CONCORD NCPRD
05-9-24

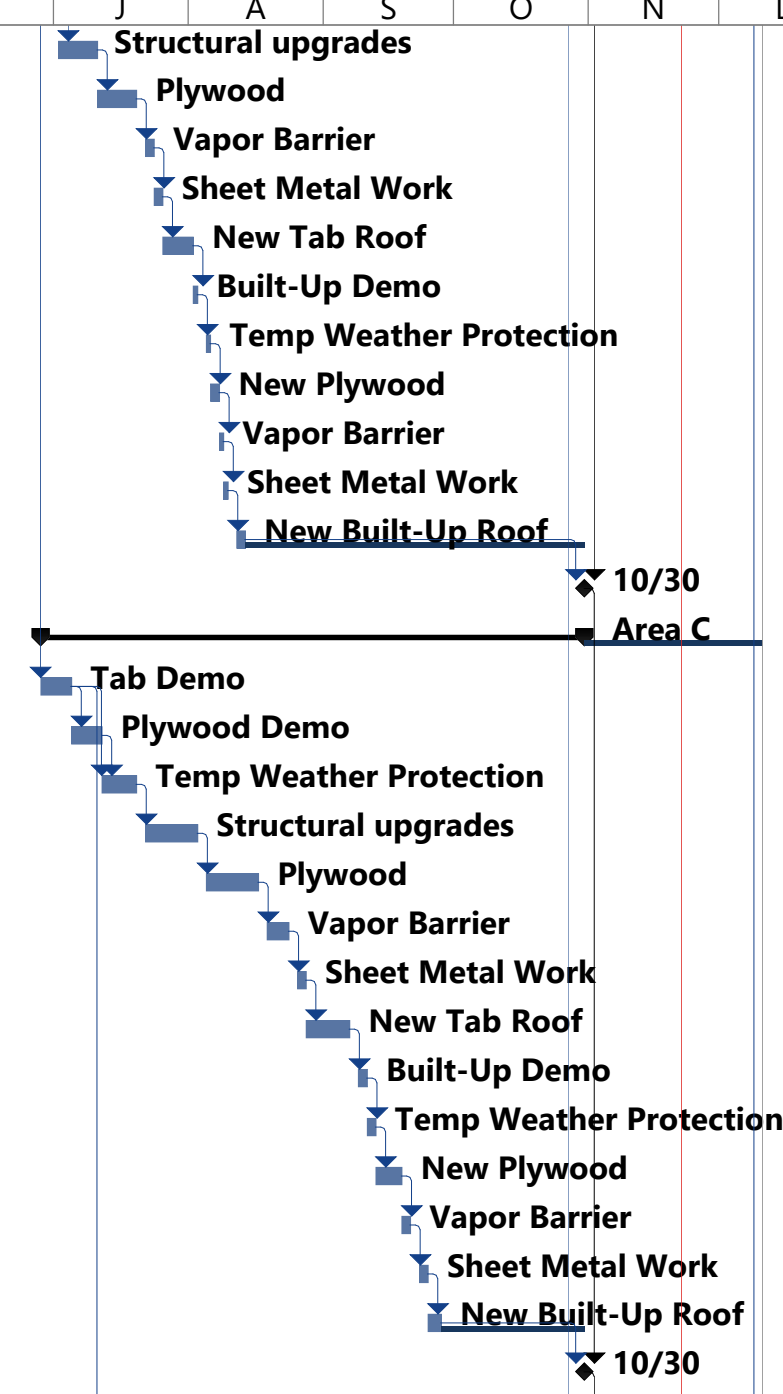
ID	Task Name	Duration	Start	Finish	Half 1, 2024					Half 2, 2024					Half 1, 2025				
					J	F	M	A	M	J	J	A	S	O	N	D	J	F	
57	Shaft Framing	10 days	Fri 8/30/24	Thu 9/12/24															
58	Finishes	4 days	Fri 9/13/24	Wed 9/18/24															
59	Elevator Install	20 days	Thu 9/19/24	Wed 10/16/24															
60	Inspections	1 day	Thu 10/17/24	Thu 10/17/24															
61	Wall Framing	2 days	Fri 10/18/24	Mon 10/21/24															
62	Finishes	5 days	Tue 10/22/24	Mon 10/28/24															
63	Clean up	2 days	Tue 10/29/24	Wed 10/30/24															
64	Roof Work	115 days	Mon 6/3/24	Fri 11/8/24															
65	Area A	108 days	Mon 6/3/24	Wed 10/30/24															
66	Tab Demo	6 days	Mon 6/3/24	Mon 6/10/24															
67	Plywood Demo	6 days	Tue 6/11/24	Tue 6/18/24															
68	Temp Weather Protection	6 days	Wed 6/19/24	Wed 6/26/24															
69	Structural upgrades	12 days	Thu 6/27/24	Fri 7/12/24															
70	Plywood	12 days	Mon 7/15/24	Tue 7/30/24															
71	Vapor Barrier	5 days	Wed 7/31/24	Tue 8/6/24															
72	Sheet Metal Work	2 days	Wed 8/7/24	Thu 8/8/24															
73	New Tab Roof	10 days	Fri 8/9/24	Thu 8/22/24															
74	Built-Up Demo	2 days	Fri 8/23/24	Mon 8/26/24															
75	Temp Weather Protection	2 days	Tue 8/27/24	Wed 8/28/24															
76	New Plywood	4 days	Thu 8/29/24	Tue 9/3/24															
77	Vapor Barrier	2 days	Wed 9/4/24	Thu 9/5/24															
78	Sheet Metal Work	2 days	Fri 9/6/24	Mon 9/9/24															
79	New Built-Up Roof	3 days	Tue 9/10/24	Thu 9/12/24															
80	Area A Complete	0 days	Wed 10/30/24	Wed 10/30/24															
81	Area B	96 days	Wed 6/19/24	Wed 10/30/24															
82	Tab Demo	3 days	Wed 6/19/24	Fri 6/21/24															
83	Plywood Demo	3 days	Mon 6/24/24	Wed 6/26/24															
84	Temp Weather Protection	3 days	Thu 6/27/24	Mon 7/1/24															



Project: Centennial SD Gym Pro Date: Mon 5/20/24	Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
	Split		Inactive Milestone		Manual Summary		Deadline		Slack	
	Milestone		Inactive Summary		Start-only		Critical			
	Summary		Manual Task		Finish-only		Critical Split			
	Project Summary		Duration-only		External Tasks		Progress			

CONCORD NCPRD
05-9-24

ID	Task Name	Duration	Start	Finish	Half 1, 2024						Half 2, 2024						Half 1, 2025	
					J	F	M	A	M	J	J	A	S	O	N	D	J	F
85	Structural upgrades	7 days	Tue 7/2/24	Wed 7/10/24														
86	Plywood	7 days	Thu 7/11/24	Fri 7/19/24														
87	Vapor Barrier	2 days	Mon 7/22/24	Tue 7/23/24														
88	Sheet Metal Work	2 days	Wed 7/24/24	Thu 7/25/24														
89	New Tab Roof	5 days	Fri 7/26/24	Thu 8/1/24														
90	Built-Up Demo	1 day	Fri 8/2/24	Fri 8/2/24														
91	Temp Weather Protection	1 day	Mon 8/5/24	Mon 8/5/24														
92	New Plywood	2 days	Tue 8/6/24	Wed 8/7/24														
93	Vapor Barrier	1 day	Thu 8/8/24	Thu 8/8/24														
94	Sheet Metal Work	1 day	Fri 8/9/24	Fri 8/9/24														
95	New Built-Up Roof	2 days	Mon 8/12/24	Tue 8/13/24														
96	Area B Complete	0 days	Wed 10/30/24	Wed 10/30/24														
97	Area C	89 days	Fri 6/28/24	Wed 10/30/24														
98	Tab Demo	5 days	Fri 6/28/24	Thu 7/4/24														
99	Plywood Demo	5 days	Fri 7/5/24	Thu 7/11/24														
100	Temp Weather Protection	6 days	Fri 7/12/24	Fri 7/19/24														
101	Structural upgrades	10 days	Mon 7/22/24	Fri 8/2/24														
102	Plywood	10 days	Mon 8/5/24	Fri 8/16/24														
103	Vapor Barrier	5 days	Mon 8/19/24	Fri 8/23/24														
104	Sheet Metal Work	2 days	Mon 8/26/24	Tue 8/27/24														
105	New Tab Roof	8 days	Wed 8/28/24	Fri 9/6/24														
106	Built-Up Demo	2 days	Mon 9/9/24	Tue 9/10/24														
107	Temp Weather Protection	2 days	Wed 9/11/24	Thu 9/12/24														
108	New Plywood	4 days	Fri 9/13/24	Wed 9/18/24														
109	Vapor Barrier	2 days	Thu 9/19/24	Fri 9/20/24														
110	Sheet Metal Work	2 days	Mon 9/23/24	Tue 9/24/24														
111	New Built-Up Roof	3 days	Wed 9/25/24	Fri 9/27/24														
112	Area C Complete	0 days	Wed 10/30/24	Wed 10/30/24														



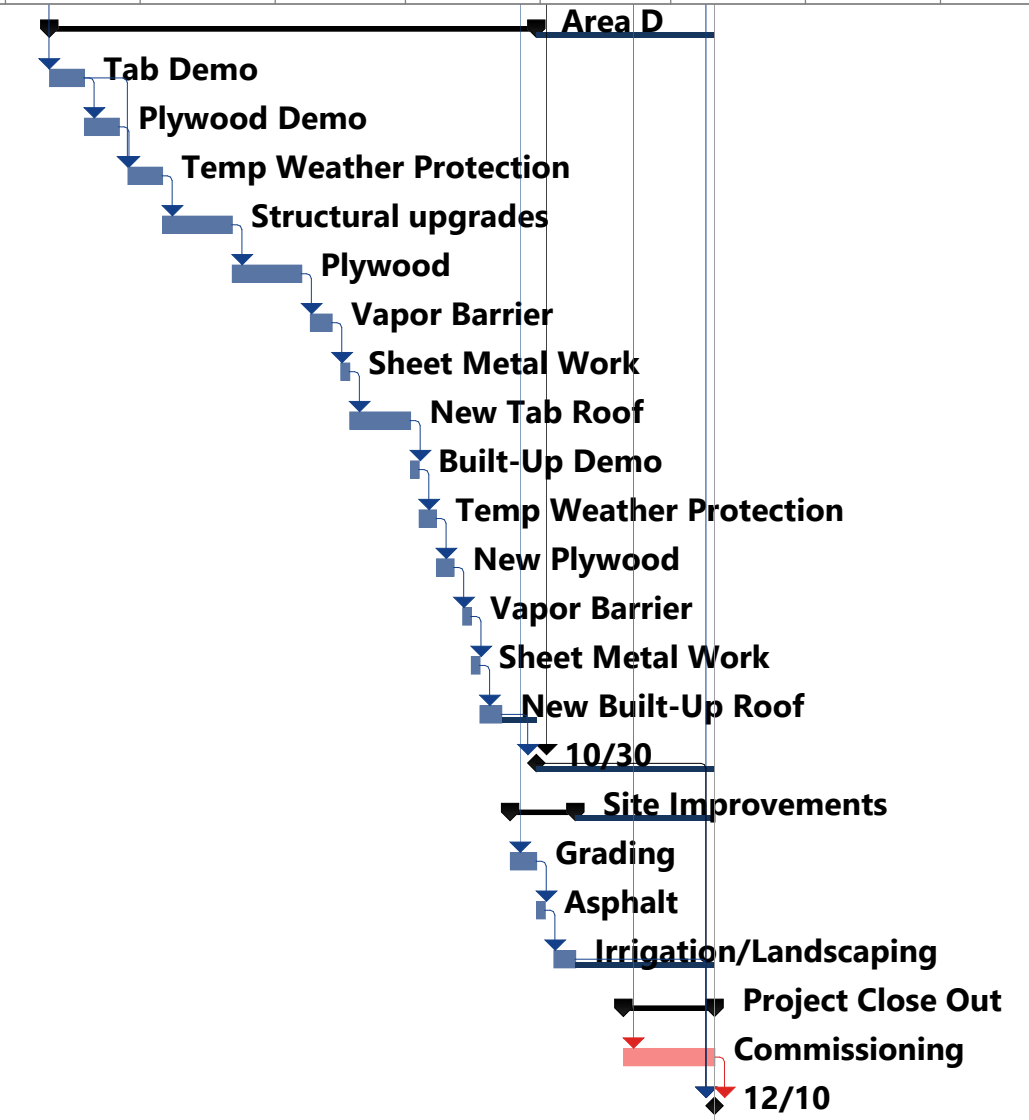
Project: Centennial SD Gym Pro
Date: Mon 5/20/24

Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
Split		Inactive Milestone		Manual Summary		Deadline		Slack	
Milestone		Inactive Summary		Start-only		Critical			
Summary		Manual Task		Finish-only		Critical Split			
Project Summary		Duration-only		External Tasks		Progress			

CONCORD NCPRD

05-9-24

ID	Task Name	Duration	Start	Finish	Half 1, 2024					Half 2, 2024					Half 1, 2025				
					J	F	M	A	M	J	J	A	S	O	N	D	J	F	
113	Area D	80 days	Thu 7/11/24	Wed 10/30/24															
114	Tab Demo	6 days	Thu 7/11/24	Thu 7/18/24															
115	Plywood Demo	6 days	Fri 7/19/24	Fri 7/26/24															
116	Temp Weather Protection	6 days	Mon 7/29/24	Mon 8/5/24															
117	Structural upgrades	12 days	Tue 8/6/24	Wed 8/21/24															
118	Plywood	12 days	Thu 8/22/24	Fri 9/6/24															
119	Vapor Barrier	5 days	Mon 9/9/24	Fri 9/13/24															
120	Sheet Metal Work	2 days	Mon 9/16/24	Tue 9/17/24															
121	New Tab Roof	10 days	Wed 9/18/24	Tue 10/1/24															
122	Built-Up Demo	2 days	Wed 10/2/24	Thu 10/3/24															
123	Temp Weather Protection	2 days	Fri 10/4/24	Mon 10/7/24															
124	New Plywood	4 days	Tue 10/8/24	Fri 10/11/24															
125	Vapor Barrier	2 days	Mon 10/14/24	Tue 10/15/24															
126	Sheet Metal Work	2 days	Wed 10/16/24	Thu 10/17/24															
127	New Built-Up Roof	3 days	Fri 10/18/24	Tue 10/22/24															
128	Area D Complete	0 days	Wed 10/30/24	Wed 10/30/24															
129	Site Improvements	11 days	Fri 10/25/24	Fri 11/8/24															
130	Grading	4 days	Fri 10/25/24	Wed 10/30/24															
131	Asphalt	2 days	Thu 10/31/24	Fri 11/1/24															
132	Irrigation/Landscaping	5 days	Mon 11/4/24	Fri 11/8/24															
133	Project Close Out	15 days	Wed 11/20/24	Tue 12/10/24															
134	Commissioning	15 days	Wed 11/20/24	Tue 12/10/24															
135	Final Completion	0 days	Tue 12/10/24	Tue 12/10/24															



Project: Centennial SD Gym Pro Date: Mon 5/20/24	Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
	Split		Inactive Milestone		Manual Summary		Deadline		Slack	
	Milestone		Inactive Summary		Start-only		Critical			
	Summary		Manual Task		Finish-only		Critical Split			
	Project Summary		Duration-only		External Tasks		Progress			



August 13th, 2024

Jason Varga, Project Manager
Clackamas County
150 Beaver Creek Road
Oregon City, OR 97045

Reference: Opsis Project No. 4775-01, Clackamas County Contract #1642
Additional Services Request [Oak Lodge Civil Waterline Coordination]

Dear Jason,

This letter represents the Opsis Architecture (hereby Opsis) request for additional services to provide services related to KPFF's effort to work with Oak Lodge Water Services (hereby OLWS) in coordinating the location of the new waterline along the adjacent Walmart property. The presence of an existing power line, which was located by P&C Construction (hereby P&C), initiated an extended coordination effort between KPFF, P&C, PGE, and OLWS.

SCOPE OF SERVICES

Scope of Work

Task 1: Waterline Coordination

During demolition, P&C discovered an existing power line, where a new waterline was to be located. KPFF coordinated with P&C in locating the power line and with OLWS to determine the new location.

Subtasks and activities during this phase include:

- Redesign of public water main
- Relocate portions of storm system based on new waterline location (KPFF)
- Coordinate with OLWS (KPFF)
- Coordinate with PGE on new conduit crossing location (KPFF)
- Submit revised plans to OLWS for review (KPFF)

Preliminary Schedule

Our estimated timeline to complete this effort is as follows:

Task 1: Waterline Coordination

Summer 2024

Fee

We propose a fixed fee for services detailed below.

Task 1: Waterline Coordination

KPFF Civil (see attachment)	\$3,000
Opsis Management (5%)	\$150
Total ASR	\$3,150

Reimbursables

Reimbursables are additional and include expenses incurred by Opsis and Consultants directly related to the project such as transportation, printing, deliveries, and other similar project-related costs. A 5% fee is applied to reimbursable expenses for processing.

Estimated Reimbursable Allowance: \$0.

Invoicing

Invoices will be rendered once a month based on tasks completed, consultant fees, and reimbursable expenses incurred. Payments are due and payable upon presentation.

Please feel free to call me if you have any questions. We look forward to our continued work with you on the.

Sincerely,



Mark Stoller, AIA, LEED AP BD+C,
Partner, Opsis Architecture LLP

Additional Service Request No. 4

Page 1 of 1



DATE: August 13, 2024

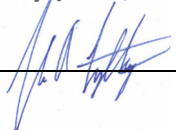
PROJECT: 2200309 – NCPRD Concord Property

KPFF hereby requests that the additional civil engineering services described below be added to the **CONTRACT** for the above-referenced project. The scope of civil engineering services is described in KPFF’s proposal dated July 7, 2022, which is attached to the contract between Opsis Architecture and KPFF. Upon approval by Opsis Architecture, this Additional Service Request will become a part of the contract.

	Total
Original Contract Amount (Excluding Reimbursable Expenses)	\$177,000
Additional Services for:	
Public Water Main Shift Efforts:	
<ul style="list-style-type: none">• Redesign of Public Water main to avoid tree roots and existing and proposed electrical conduits.• Relocate portions of storm system to avoid shifted water main.• Coordinate with OLWD to determine the approvable redesign parameters.• Coordinate with PGE on new conduit crossing location and depth to avoid proposed water main.• Submit revised plans to OLWD for review and address comments as needed to achieve approval of the new design.	
Total Proposed Additional Fee (This ASR Only)	3,000
Previously Approved Additional Service Requests (ASR No.1)	5,000
Previously Approved Additional Service Requests (ASR No. 2)	32,500
Previously Approved Additional Service Requests (ASR No. 3)	18,000
TOTAL REVISED CONTRACT AMOUNT	\$235,500

To indicate acceptance, please return a signed copy of this Additional Service Request.

Requested By (KPFF, Inc.)

Signature 

Joshua A. Lighthipe, PE

Associate

Name/Title

8/13/2024

Date

Accepted By (Opsis Architecture)

Signature

Print Name/Title

Date

10102200309-kb



~~September 4, 2024~~
September 24, 2024 REVISED

Jason Varga, Project Manager
Clackamas County
150 Beaver Creek Road
Oregon City, OR 97045

Reference: Opsis Project No. 4775-01, Clackamas County Contract #1642
Additional Services Request [Concord Community Center Tenant Improvements]

Dear Jason,

This letter represents the Opsis Architecture (hereby Opsis) request for additional services for the expanded scope of the interior tenant improvements of the Concord Community Center

SCOPE OF SERVICES

Scope of Work

The Design Team understands the scope of work to be as described per Exhibit A: Scope of Work

Schedule

The Design Team understands the schedule as outlined below.

Document Revisions	Oct 2024 – Nov. 2024
Permitting	Dec 2024
Construction	Jan 2025 – April 2025

Consultants

Structural Engineer	Catena Consulting Engineers
Mechanical Engineer	Interface Engineering
Electrical Engineer	Interface Engineering
Plumbing Engineering	Interface Engineering
Specifications	M. Thrailkill Architect

Fee

We propose a fixed fee for services detailed below.

	Opsis	\$90,520
	Catena (includes 5% consultant mark-up)	\$10,500
	Interface MEP (includes 5% consultant mark-up)	\$40,950
	Thrailkill (includes 5% consultant mark-up)	\$5,250
	Total ASR	\$147,220

Reimbursables

Reimbursables are additional and include expenses incurred by Opsis and Consultants directly related to the project such as transportation, printing, deliveries, and other similar project-related costs. A 5% fee is applied to reimbursable expenses for processing.

Reimbursable Expense Allowance

\$2,000

Invoicing

Invoices will be rendered once a month based on tasks completed, consultant fees, and reimbursable expenses incurred. Payments are due and payable upon presentation.

Please feel free to call me if you have any questions. We look forward to our continued work with you on the Concord Community Center

Sincerely,



Mark Stoller, AIA
Principal, Opsis Architecture LLP

Enclosures:

- Exhibit A: Scope of Work
- Exhibit B: Opsis Fee Summary

Opsis Fee Summary

4775-07 Oak Lodge Library and Community Park - ASR 38 Concord TI

Clackamas County

09.24.24 REVISED

OP SIS FEE SUMMARY

	HOURLY RATE	HOURS	TOTAL	COMMENTS
Task 01: Client Coordination Meetings				
Mark Stoller	\$260	8	\$2,080	4 meetings @ 2 hrs/mtg
Caroline Hather	\$180	8	\$1,440	4 mtgs @ 2 hrs/mtg. Includes meeting prep and mtg minutes
Interior Designer	\$190	16	\$3,040	4 mtgs @ 4 hrs/mtg. Includes meeting prep and mtg minutes
			\$6,560	
Task 02: Document Revisions / Consult Coord				
Mark Stoller	\$260	-	\$0	
Caroline Hather	\$180	40	\$7,200	
Interior Designer	\$190	100	\$19,000	
			\$26,200	
Task 03: Code Analysis / Permitting				
Mark Stoller	\$260	-	\$0	
Caroline Hather	\$180	8	\$1,440	
Interior Designer	\$190	-	\$0	
			\$1,440	
Task 04: Construction Administration / Closeout				
Mark Stoller	\$260	-	\$0	12 wks @ .5 hrs / wk
Caroline Hather	\$180	192	\$34,560	12 wks @ 16 hrs / wk
Interior Designer	\$190	48	\$9,120	12 wks @ 4 hrs / wk
			\$43,680	
Task 05: SHPO Coordination				
Mark Stoller	\$260	-	\$0	
Caroline Hather	\$180	20	\$3,600	
Interior Designer	\$190	-	\$0	
			\$3,600	
Task 06: Furniture / FF&E Assist				
Mark Stoller	\$260	-	\$0	
Caroline Hather	\$180	8	\$1,440	
Interior Designer	\$190	40	\$7,600	
			\$9,040	
Subtotal			\$90,520	