

CITY OF NORTH PLAINS
PROFESSIONAL SERVICES AGREEMENT

A CONTRACT between the City of North Plains, Oregon ("CITY"), and Woofter Architecture ("CONSULTANT").

WHEREAS, the CITY prepared a Request for Proposal which sought qualified professional consulting services relative to *Jessie Mays Conceptual Plan Development*; and

WHEREAS, CONSULTANT, in response to said Request for Proposal, responded with a proposal for the provision of said consulting services.

NOW THEREFORE, based on the foregoing, CITY and CONSULTANT wish to enter into a written agreement for the provision of said architectural consulting services the terms of which are as follows:

1. Term

The term of this contract shall be from September 2, 2014 until January 1, 2015 unless sooner terminated under the provisions of this contract.

2. Consultant's Service

The scope of CONSULTANT's services and time of performance under this contract are set forth in Exhibit A. All provisions and covenants contained in Exhibit A are hereby incorporated by reference and shall become a part of this contract as if fully set forth. Any conflict between this written contract and the CONSULTANT's Proposal shall be resolved first in favor of this written contract.

3. Consultant Identification

CONSULTANT shall furnish to CITY CONSULTANT'S employer identification number, as designated by the Internal Revenue Service, or, if the Internal Revenue Service has designated no employer identification number, CONSULTANT'S Social Security number.

4. Compensation

CITY agrees to pay CONSULTANT in accordance with Exhibit A and Exhibit B (Reimbursable Expenses).

5. Project Managers

CITY's Project Manager is Blake Boyles. CONSULTANT'S Project Manager is Miles Woofter. Each party shall give the other written notification of any change in Project Manager.

6. Project Information

CONSULTANT agrees to share all Project information, to fully cooperate with all corporations, firms, contractors, governmental entities, and persons involved in or associated with the Project. No information, news, or press releases related to the Project shall be made to representatives of newspapers, magazines, television and radio stations, or any other news medium without the prior

authorization of CITY'S Project Manager.

7. Duty to Inform

CONSULTANT shall give prompt written notice to CITY'S Project Manager if, at any time during the performance of this contract, CONSULTANT becomes aware of actual or potential problems, faults, or defects in the project, any nonconformity with the contract, or with any federal, state, or local law, rule, or regulation, or has any objection to any decision or order made by CITY. Any delay or failure on the part of CITY to provide a written response to CONSULTANT shall constitute neither agreement with nor acquiescence in CONSULTANT'S statement or claim, and shall not constitute a waiver of any of CITY'S rights.

8. Consultant is Independent Contractor

CONSULTANT is an independent contractor for all purposes and shall be entitled to no compensation other than the compensation expressly provided by this contract.

9. Overtime

Any person employed on work under this contract, other than a person subject to being excluded from the payment of overtime pursuant to either ORS 653.010 to 653.261 or 29 USC §§ 201 to 209, shall be paid at least time and a half for all overtime worked in excess of 40 hours in any one week. (ORS 279.316)

10. Indemnity and Insurance

- a. Indemnity: CONSULTANT acknowledges responsibility for any and all liability arising out of their negligent performance under the terms of this contract and shall hold CITY harmless from and indemnify CITY as against liability, settlements, loss, costs, and expenses in connection with any action, suit or claim resulting or allegedly resulting from CONSULTANT's negligent acts, omissions, activities, or services in the course of performing this contract or for the negligent acts or omissions of their assignees, transferees, agents, employees and/or subcontractors.
- b. Liability Insurance: CONSULTANT shall maintain occurrence form commercial general liability and automobile liability insurance for the protection of CONSULTANT, the CITY, its Commissioners, directors, officers, agents, and employees. Coverage shall include personal injury, bodily injury, including death, and property damage, including loss of use of property, occurring as a result of negligence in the course of CONSULTANT's operations, in an amount not less than \$1,000,000 combined single limit per occurrence. Such insurance shall name the CITY as an additional insured.
- c. Workers' Compensation Coverage: CONSULTANT certifies that CONSULTANT has qualified for State of Oregon Workers' Compensation coverage for all CONSULTANT's employees who are subject to Oregon's Workers' Compensation statute, either as a carrier insured employer as provided by ORS 656.407 or as a self-insured employer. CONSULTANT shall provide to CITY within 10 days after contract award a certificate of insurance evidencing coverage of all subject workers under Oregon's Workers' Compensation statutes insured by an insurance company satisfactory to CITY, if any. The certificate and policy shall indicate that the policy shall not be terminated by the insurance carrier without thirty (30) days' advance written notice to CITY. A copy of the certificate of self-insurance issued by the State shall be provided to CITY if the CONSULTANT is self-insured.

- d. Professional Errors and Omissions: CONSULTANT shall provide CITY with evidence of professional errors and omissions liability insurance for the protection of CONSULTANT and its employees, insuring against bodily injury and property damage and arising out of or resulting from CONSULTANT's negligent acts, omissions, activities or services, in an amount not less than \$1,000,000 combined single limit per occurrence.
- e. Certificates: CONSULTANT shall furnish the CITY certificates evidencing the date, amount, and type of insurance required by this contract. All policies, except Professional Liability, will provide for not less than thirty (30) days' written notice to the CITY before they may be canceled.
- f. Primary Coverage: The coverage provided by insurance required under this contract shall be primary, and any other insurance carried by CITY shall be excess.

11. Work is Property of CITY

All work, including but not limited to documents, drawings, papers, electronic documents, and photographs, performed or produced by CONSULTANT under this contract shall be the property of CITY.

12. Law of Oregon

The contract shall be governed by the laws of the State of Oregon. Venue shall be in the Circuit Court for Washington County, Oregon. CONSULTANT, BY EXECUTING THIS AGREEMENT, HEREBY CONSENTS TO THE IN PERSONUM JURISDICTION OF SAID COURT.

13. Successors and Assignments

- a. Each party binds itself, and any partner, successor, executor, administrator, or assign to this agreement.
- b. Neither the CITY nor the CONSULTANT shall assign or transfer their interest or obligation hereunder in this Agreement without the written consent of the other. CONSULTANT must seek and obtain the CITY's written consent before subcontracting any part of the work required of CONSULTANT under this contract. Any assignment, transfer, or subcontract attempted in violation of this subparagraph shall be void.
- c. In the event the CONSULTANT assigns, transfers or subcontracts any of the work contemplated or necessitated by the terms of this contract to some third party, CONSULTANT will ensure that said third party is made subject to all the terms and conditions of this Agreement.

14. Records

CONSULTANT shall retain all books, documents, papers, and records that are directly pertinent to this contract for at least three years after the CITY makes final payment on this contract and all other pending matters are closed.

CONSULTANT shall allow the CITY, or any of its authorized representatives, to audit, examine, copy, take excerpts from, or transcribe any books, documents, papers, or records that are subject

to the foregoing retention requirement.

15. Breach of Contract

CONSULTANT shall remedy any breach of this contract within the shortest reasonable time after CONSULTANT first has actual notice of the breach or the CITY notifies CONSULTANT of the breach, whichever is earlier. If CONSULTANT fails to remedy a breach in accordance with this paragraph, the CITY may terminate that part of the contract affected by the breach upon written notice to CONSULTANT, may obtain substitute services in reasonable manner, and may recover from CONSULTANT the amount by which the price for those substitute services exceeds the price for the same services under this contract.

If the breach is material and CONSULTANT fails to remedy the breach in accordance with this paragraph, the CITY may declare CONSULTANT in default and pursue any remedy available for a default.

Pending a decision to terminate all or part of this contract, the CITY unilaterally may order CONSULTANT to suspend all or part of the services under this contract. If the CITY terminates all or part of the contract pursuant to this paragraph, CONSULTANT shall be entitled to compensation only for services rendered prior to the date of termination, but not for any services rendered after the CITY ordered suspension of those services. If the CITY suspends certain services under this contract and later orders CONSULTANT to resume those services, CONSULTANT shall be entitled to reasonable damages actually incurred, if any, as a result of the suspension.

To recover amounts due under this paragraph, the CITY may withhold from any amounts owed by the CITY to CONSULTANT, including but not limited to amounts owed under this or any other contract between CONSULTANT and the CITY.

16. Termination for Convenience

The CITY may terminate all or part of this contract at any time for its own convenience by written notice to CONSULTANT. Upon termination under this paragraph, CONSULTANT shall be entitled to compensation for all services rendered prior to actual notice of the termination or the receipt of the CITY's written notice of termination, whichever is earlier, plus CONSULTANT's reasonable costs actually incurred in closing out the contract.

17. Intellectual Property

The interest in any intellectual property, including but not limited to copyrights and patents of any type, arising from the performance of this contract shall vest in the CITY. CONSULTANT shall execute any assignment or other documents necessary to effect this paragraph. CONSULTANT may retain a nonexclusive right to use any intellectual property that is subject to this paragraph. CONSULTANT shall transfer to the CITY any data or other tangible property generated by CONSULTANT under this contract and necessary for the beneficial use of intellectual property covered by this paragraph.

18. Payment for Labor or Material

CONSULTANT shall make payment promptly, as due, to all persons supplying to CONSULTANT labor or material for the prosecution of the work provided for in this contract. (ORS 279.312)

19. Contributions to the Industrial Accident Fund

CONSULTANT shall pay all contributions or amounts due the Industrial Accident Fund from CONSULTANT incurred in the performance of this contract, and shall ensure that all subcontractors pay those amounts due from the subcontractors. (ORS 279.312)

20. Income Tax Withholding

CONSULTANT shall pay to the Oregon Department of Revenue all sums withheld from employees pursuant to ORS 316.167.

21. Payment of Claims by the City

If CONSULTANT fails, neglects, or refuses to make prompt payment of any claim for labor or services furnished to CONSULTANT or a subcontractor by any person in connection with this contract as the claim becomes due, the CITY may pay the claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due to CONSULTANT pursuant to this contract. The CITY's payment of a claim under this Paragraph shall not relieve CONSULTANT or CONSULTANT's surety, if any, from responsibility for those claims. (ORS 279.314)

22. Workers Compensation

CONSULTANT is a subject employer that will comply with ORS 656.017. CONSULTANT warrants that all persons engaged in contract work and subject to the Oregon workers compensation law are covered by a workers compensation plan or insurance policy that fully complies with Oregon law. CONSULTANT shall indemnify the CITY for any liability incurred by the CITY as a result of CONSULTANT's breach of the warranty under this Paragraph. (ORS 279.320)

23. Medical Care for Employees

CONSULTANT shall make payment of all sums to any person, co-partnership, association or corporation, furnishing medical, surgical and/or hospital care incident to the sickness or injury of CONSULTANT's employee(s), all sums which CONSULTANT agrees to pay for such services and all moneys and sums which 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. (ORS 279.320)

24. Modification

Any modification of the provisions of this contract shall be reduced to writing and signed by the parties.

25. Counterparts

This Agreement may be executed in several counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of the Agreement so executed shall constitute an original.

26. No Waiver of Legal Rights

A waiver by a party of any breach by the other shall not be deemed to be a waiver of any subsequent breach.

27. Integration

This contract contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements regarding the same subject.

28. Time is Of the Essence.

CONSULTANT agrees that time is of the essence under this Agreement.

29. Force Majeure.

Neither the CITY nor CONSULTANT shall be held responsible for delay or default caused by fire, riot, acts of God, war or similar events or occurrences where such event or occurrence was beyond the reasonable control of the CITY or CONSULTANT respectively. CONSULTANT will however make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon cessation of the cause, diligently pursue performance of its obligations under this Agreement.

WOOFER ARCHITECTURE

Ms Woofer

Title *Principal*

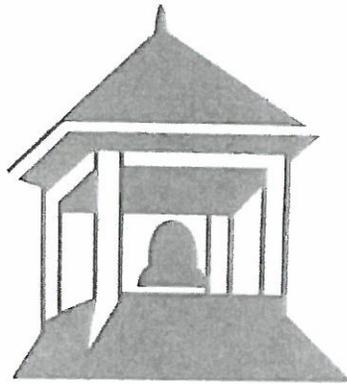
Telephone *503 724 0111*

CITY OF NORTH PLAINS, OREGON

Martha DeBry

Martha DeBry

City Manager



JESSIE MAYS COMMUNITY HALL

CITY OF NORTH PLAINS

FACILITY NEEDS ASSESSMENT AND PRELIMINARY CONCEPTUAL DESIGN



107 SE Washington St., Ste. 440
Portland, Oregon 97214
503 724 0111
wofterarchitecture.com

May 16, 2014

Mr. Blake Boyles
Public Works Director
City of North Plains
31360 NW Commercial St.
North Plains, OR 97133

RE: Facility Needs Assessment and Preliminary Concept Design
Architectural and Engineering Professional Services

Dear Mr. Boyles,

We are pleased and excited to submit our team's response to the City of North Plains needs assessment and preliminary concept design for expanding the Jessie Mays Community Hall. Early planning, needs assessment and conceptual design studies are critical components in the realization of successful public projects. It is essential that this work galvanize the community around a shared vision and defined scope for a needed and feasible project. We share with the City of North Plains a belief that access to recreation will improve the health, wellness and livability of your community.

Wofter Architecture is an Emerging Small Business, established in 2012, with a focus on public process and projects. Our experience combines over 30 years of public work for local Cities, the State of Oregon and member institutions of the Oregon University System. The majority of this work has involved diverse stakeholder groups, including three successful feasibility and concept studies for clients with a vision to improve the health and wellness of their community by encouraging recreation. With our small practice, attention to detail and team-based approach, we are able leverage years of practice with larger architectural companies on a wide range of public projects to deliver high quality service through hands on start to finish engagement. Our design process is client-centered, adaptable, collaborative and multi-disciplinary, enabling the team to create a shared vision from which to create design concepts that enhance the quality of life through the natural and built environment.

We have assembled a team with specific Engineering and Cost Estimating expertise and a long history of public work in Oregon, to provide feasible concepts for this facility. As a team, Wofter Architecture, Mackenzie and Rider Levett Bucknall, we are committed to working closely with the North Plains community in a collaborative, effective process to assess needs and create viable concepts for the improvement and expansion of the Jesse Mays Community Hall and adjacent recreation areas.

Access to natural areas and open spaces supported by well-planned and designed facilities for recreation will further establish livable and vibrant neighborhoods and strengthen your community. We are excited for the opportunity to research the need and explore design concepts for this facility with the community. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads 'Miles E. Wofter'. The signature is written in a cursive, flowing style.

Miles E. Wofter, AIA

approach

Collaborate Explore Discover

For a successful outcome, the design process should be an exploration shared by all project team members—an interactive, iterative process that involves both analysis and synthesis, both finding and making. Our approach is open, collaborative, and team-oriented from the outset; actively and effectively engaging community stakeholders. Clear, consistent and open communication is a key to success.

Collaborating to Establish Needs and Prioritize Goals

Through careful review of the existing Parks Master Plan, Parks Board recommendations and evaluation of the existing facility, we will first develop an understanding of the developed vision, goals and existing conditions. During community-oriented workshops we will further explore your vision and goals while collecting additional information on the functional needs for the improvements and expansion of the existing facilities. It is our belief that a shared understanding formed through a team-based process leads to collective insights.

Goals will be established and prioritized through a process of inquiry. With workshop input from staff, Parks Board and community stakeholders, we will determine what is needed to meet the community center and recreation needs. We will also prioritize and define the essential elements for the facilities. The process and decisions will be communicated and documented in graphic and written format.

Exploring Conceptual Designs and Preliminary Cost Estimates

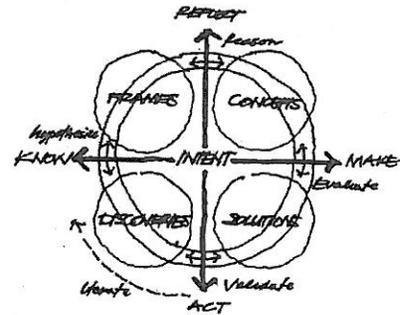
Prioritized goals and established need will be translated into design concepts that explore possibilities to maximize space utilization, improve existing facilities while integrating new program elements. Design issues will be studied holistically in a process that emphasizes functionality, maintainability, accessibility and sustainability considerations.

Throughout the process our consultant team will be engaged to investigate options, integrate new with existing systems, and prepare conceptual cost analysis to assist in the evaluating feasibility.

These explorations will lead to several design concepts. We recommend that all initial design concepts should be considered within the current available budget while still meeting prioritized needs. In addition for each design concept we will explore a phased approach to future construction so that all long term goals and priorities can be accomplished as funding becomes available.

Discovering a Shared Vision for the Project

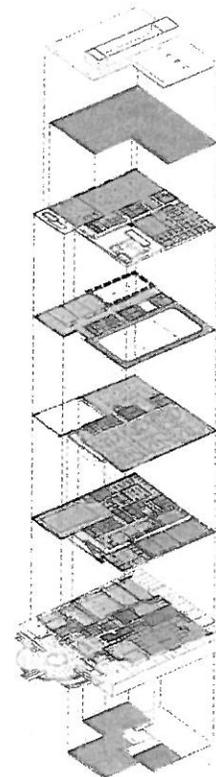
The design process will lead to a shared vision for community recreation facilities; one that is functional and beautiful, financially realistic and inspiring. Design concepts will demonstrate the values, priorities and vision of the community with visualizations created to generate excitement, enthusiasm and support for the project. By improving the Jesse Mays Community Hall and adjacent outdoors facilities, this project will enhance the sense of community, improve recreational opportunities and further establish livable neighborhoods.



Charles Owen, Design Process Newsletter, Institute of Design, 1993



Image of Existing Facility



Example of 3-D Spatial Organization Diagram

relevant experience

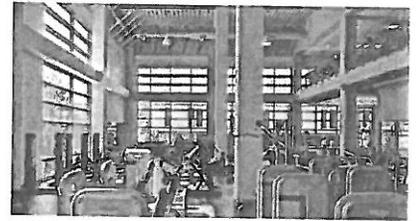
Portland State University Academic & Student Recreation Center Space Planning and Feasibility Study

Portland, OR

Miles Woofter, Project Manager

Jonathan Bolch, Project Architect, Programmer, and Space Planner

Portland State University contracted Woofter Architecture to complete a Space Planning and Feasibility Study for the existing Academic and Student Recreation Center (ASRC). The study examined the feasibility of internally expanding the Student Recreation area and program to meet the existing and future demand. The study also explored adding two related programs, Short-Stay Childcare and Therapeutic Wellness. Working closely with PSU and the design consultant team in a series of workshops, Woofter Architecture established an overall and shared vision with specific goals. Conceptual design studies were developed and a preferred design concept was chosen to establish a probable construction cost. PSU is proceeding with the next phase of design and fundraising, and the project is scheduled for construction starting in summer 2015.



PSU ASRC - Level 3 Fitness Area

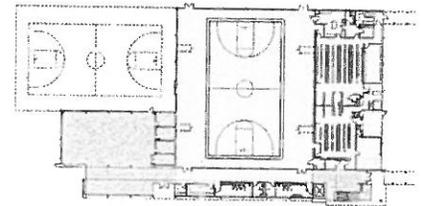
Lower Columbia College Myklebust Gymnasium Renovation

Longview, WA

Jonathan Bolch, Project Designer

Project completed while with YGH Architecture

Jonathan completed conceptual design services for the renovation of an existing gym facility and addition of multipurpose rooms, classrooms, weight and aerobic fitness spaces and a new entry lobby with support facilities. This project included development of a recreation precinct master plan to guide long-term campus development.



LCC - Diagram Identifying Areas of Addition and Improvement

Portland State University

Bike Hub Planning & Feasibility Study (2008-2009)

Portland, OR

Miles Woofter, Project Manager

Jonathan Bolch, Project Designer

Project completed while with YGH Architecture

The Portland State University Bike Hub Feasibility Study evaluated the potential development of a centralized facility to meet the growing demand for campus bike service, storage and retail. The study identified primary facility goals, program requirements, physical space needs, and potential construction costs of a new facility, the "PSU Bike Hub", in the University Center Building. The feasibility study included documentation of existing conditions, the establishment of programmatic spatial needs, and the development of three design concepts in plan and three-dimensions. The design concepts were developed to a level of completeness that allowed conceptual cost estimating. Pros and cons of each concept were presented and discussed with University stakeholders, and a preferred design concept was selected.



PSU - Bike Hub Feasibility Study

design team

Miles Woofter, AIA, LEED AP BD+C, SEED AP

Founding Principal, Woofter Architecture

Role: Project Manager, Primary point of contact

With over 20 years of experience overseeing the delivery of public projects, Miles has been directly responsible for all phases of architectural service. Miles has a wide breadth of experience working with public institutions on many project types and scales, ranging from feasibility studies to tenant improvements to large complex new buildings. With a passion for collaboration and client service, Miles is adept at working closely with diverse teams to gather information, generate ideas, and incorporate many viewpoints in the development of appropriate design solutions. Prior to founding Woofter Architecture in June 2012, Miles worked for YGH Architecture for 14 years where he was a Senior Associate and a firm owner. For the City of North Plains, Miles will be responsible for leading the overall project, building consensus, and making sure that the diverse interests, knowledge, and resources of the entire stakeholder team are integrated into the design concepts.

Relevant Project Experience

University of Oregon - Central Kitchen & Wood-shop Programming + Outline Specifications, Eugene, OR

Miles was the project manager of this study that produced detailed program documents and graphic spatial adjacency diagrams in preparation for a design-build competition.

Portland State University - Bike Hub Feasibility Study, Portland, OR¹

Miles was the Project Manager for this feasibility study when the facility was considering expanding program, service, and area in the University Center Building.

University of Oregon - Esslinger Hall Feasibility Study, Eugene, OR¹

Miles was the Project Manager for this feasibility study which focused on the relocation, consolidation and expansion of the Human Physiology and Physical Education departments to one location adjacent to and integrated with the UO Student Recreation Center.

Portland State University - Academic & Student Recreation Center, Portland, OR¹

Miles was the Project Architect for the PSU ASRC. He was directly involved with all aspects of the project, from design competition through construction.

City of Hillsboro, Ronler Fire Station Building Envelope Repair, Hillsboro, OR

City of Hillsboro, Civic Center Tenant Improvement, Hillsboro, OR

City of Portland 1900 SW 4th Avenue Office Building and Tenant Improvements, Portland, OR¹



Education

Master of Architecture,
University of Oregon

Bachelor of Environmental
Studies,
University of Manitoba

Registration

Oregon

LEED AP BD+C

SEED AP (Social, Economic
& Environmental Design)

ESB Certification
Oregon # 8639

Affiliations

American Institute of Architects



PSU Academic & Student Recreation Center

¹ Completed while with YGH Architecture

design team

Jonathan Bolch NCARB, RA, LEED AP, SEED AP

Principal, Woofter Architecture

Role: Designer

Jonathan has over 15 years of professional experience leading the design effort on a wide range of project types and scales with a particular focus on creating thoughtful and appropriate designs for college and university communities. His portfolio of award-winning educational projects includes work for leading institutions around the country. Jonathan joined w+a in January of 2013 after working for seven years at YGH Architecture (with Miles) where he was an Associate Principal, Project Designer, and a firm owner. Jonathan will be responsible for collaborating with all team members to graphically communicate design concepts that meet established requirements, while exploring the architectural opportunities to improve facilities and enhance the community.

Relevant Project Experience

University of Oregon - Central Kitchen & Wood-shop Programming + Outline Specifications, Eugene, OR

Jonathan was the Programmer of this study that produced detailed program documents and graphic spatial adjacency diagrams in preparation for a design-build competition.

Portland State University - Bike Hub Feasibility Study, Portland, OR¹

Jonathan was the Project Designer for this feasibility study when the facility was considering expanding program, service, and area in the University Center Building.

Lower Columbia College - Myklebust Gymnasium Renovation & Addition Study, Longview, WA¹

Jonathan was the Project Designer for this concept study that analyzed programmatic needs and explored the feasibility of expanding and reconfiguring the College's student recreation and athletic spaces.

Oregon State University - Dixon Recreation Center Phase 4 Feasibility Study, Corvallis, OR¹

Jonathan was the Assistant Project Designer of this Programming and Feasibility study that analyzed expanding existing recreation programs and incorporation new health and wellness programs to Dixon Rec Center.

University of Hawaii, Manoa - Recreation Center,

Portland, OR¹

Jonathan was the Project Designer for the new student-funded recreation center adjacent to the student union at the center of the UH-M Campus

Portland State University - Academic & Student Recreation Center,

Portland, OR¹

Jonathan was the Assistant Project Designer for the PSU ASRC and was directly involved in the design of all aspects of the project, both interior and exterior, from initial concept studies to detailed documentation.

¹ Completed while with YGH Architecture



Education

Master of Architecture, Yale University

Bachelor of Science in Architecture,
University of Virginia

University of Virginia Foreign Studies
Program, Vicenza Italy

Registration

Oregon

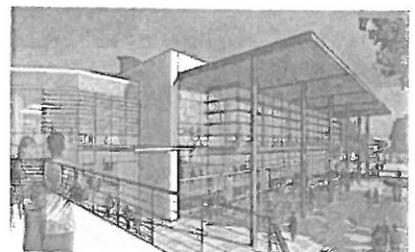
NCARB

LEED AP

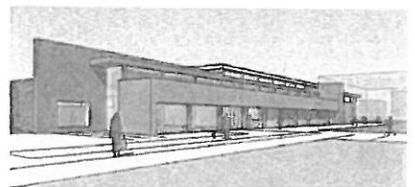
SEED AP (Social, Economic &
Environmental Design)

Affiliations

PSU School of Architecture Adjunct Faculty



UH-M Recreation Center - Conceptual View of South Facade



LCC - Conceptual View of New Entry Lobby

design team

An Integrated Team with Diverse Expertise

A successful project relies on the collective strength of its team. The integrated knowledge, expertise, and creativity of the design team establishes the solid foundation to translate clients goals and needs into a successful project. Woofter Architecture has assembled a team of consultants with the right range of project experience and technical expertise for this project.

Mackenzie

Mackenzie will provide engineering and landscape architecture consulting. In the past decade, Mackenzie staff have completed public projects in Oregon and Washington for more than 44 cities; six counties; six port agencies; and 24 school districts, colleges, and universities. Mackenzie understands public projects and the necessity for fiscally responsible project delivery that utilize public dollars wisely for long-term community benefit.

Josh McDowell | SE, PE, LEED AP | *Structural*

Josh McDowell leads Mackenzie's Structural Engineering Department with nearly two decades of experience in the field. He oversees the structural design for a range of project types, and has been the lead structural engineer for nearly all of Mackenzie's civic and public safety projects during the past eight years. Josh has an extensive background in the assessment and remodel of structures involving seismic strengthening code compliance.

Ralph Henderson | PE, LEED AP | *Civil Engineering*

Ralph Henderson is recognized for his technical expertise. He has worked on a variety of projects from roadway improvements to athletic fields and parks, and has provided signal, signing, and striping design for nearly all of the firm's intersection projects. Ralph is known for his ability to produce excellent documentation ensuring that project goals are met. He can provide creative and cost effective design solutions to a wide variety of engineering projects.

Ron Heiden | PLA, ASLA | *Landscape Architect*

Ron Heiden joined Mackenzie in 2013. He has master planned large-scale communities, as well as designed many sustainable sites contributing to the built environment. He is technically adept at producing quality drawings and documents with more than 24 years of professional landscape architecture experience. Relevant project experience include public plazas, visitor centers, and wildlife parks, as well as many new and renovated recreational projects such as trails, parks, golf courses and sports fields.

Rider Level Bucknall

Graham Roy | *Cost Consultant*



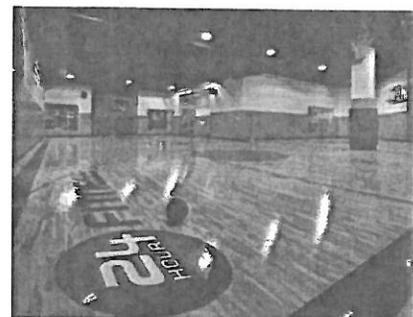
Our Lady of the Lake K-12 School, Lake Oswego, Oregon¹



Thatcher Community Park, Forest Grove, Oregon¹



Anderson Ranch Master Plan, Bend, Oregon¹



24 Hour Fitness, Various Locations in OR, CA and WA¹

¹Project by Mackenzie

fees

Fee Proposal

Review Parks Master Plan and Parks Board Recommendations		
4 hrs @ \$120 =		\$480
4 hrs @ \$90 =		\$360
		<hr/>
		\$840
Meetings and Presentations with Staff and Parks Board		
12 hrs @ \$120 =		\$1,440
12 hrs @ \$60 =		\$720
		<hr/>
		\$2,160
Establish Conceptual Designs and Preliminary Cost Estimates		
8 hrs @ \$120 =		\$960
16 hrs @ \$90 =		\$1,440
		<hr/>
		\$2,400
Develop Conceptual Elevations and Rendered Views		
32 hrs @ \$90 =		\$2,880
Design Consultant Estimates		
Mackenzie		\$3,000
RLB		\$1,000
		<hr/>
		\$4,000
Maximum Cost		\$12,280

Hourly Rates

Miles Woofter - Project Management	\$120
Jonathan Bolch - Design	\$120
Architectural Staff - Production, Administration	\$60-90

public agency references

Ian Stude

Transportation Options Manager
Portland State University
Phone Number: 503 725 9006
E-Mail: istude@pdx.edu
Relation to Project: Bike Hub Manager/Project Team Member

Bob Reitmeyer

Project Manager
City of Hillsboro
Phone Number: 503 986 0753
E-Mail: bobr@ci.hillsboro.or.us
Relation to Project: City of Hillsboro Client

Martina S. Oxoby

Planning Associate, Campus Planning & Real Estate
University of Oregon
Phone Number: 541 346 5880
E-Mail: mwill@uoregon.edu
Relation to Projects: UO Project Manager



wofter architecture

107 SE Washington St., Ste. 440
Portland, Oregon 97214
503 724 0111
wofterarchitecture.com

September 26, 2014

Mr. Blake Boyles
Public Works Director
City of North Plains
31360 NW Commercial Street
North Plains, Oregon 97133

Re: North Plains
Jessie Mays Community Hall Needs Assessment and Preliminary Concept Design.

Dear Mr. Boyles,

Please find included an outline of fee as included in our original response to the City of North Plains request for response to scope of service letter as well as reimbursable expenses for the Jessie Mays Community Hall Needs Assessment and Preliminary Concept Design.

The following outlines the Architect's fee and reimbursables:

A. Review of Master Plan and Parks Board Recommendation	\$840.00
B. Meetings and Presentation to Staff and Parks Board	\$2,160.00
C. Preliminary Design Concept and Preliminary Cost Estimate	\$5,440.00
D. Rendered Views	<u>\$2,880.00</u>
	\$12,280.00

Fee includes professional design consultant input for Civil, Landscape and Structural Engineering for the Preliminary Design Concept work.

Hourly Rates:

The following hourly rates were used to generate Wofter Architecture design fee and will be used in case additional services are requested:

• Project Design/Management	\$120.00/hr
• Project Architect	\$90.00/hr
• Administrative	\$60.00/hr

The owner shall reimburse the architect for the following project related expenses:

- Travel expenses using the 2014 Standard Mileage Rate published by the IRS of .56/mile
- Printing, reproduction, photograph, miscellaneous consumables, and other direct charges at cost
- Postage, Shipping and Handling at cost

Reimbursable expense: \$638.00

Total Fee: **12,918.00**

Please let me know if you have any questions.

Sincerely,



Miles E. Woofter, AIA, LEED AP BD+C, Principal
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