

# City of Brookings

## MEETING AGENDA

### **CITY COUNCIL**

**Monday, October 8, 2018, 7:00pm**

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

The City Council will meet in Executive Session at 6:00 PM, in the City's Manager's office, under the authority of ORS 192.660(2)(i) "To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing."

### **CITY COUNCIL**

#### **A. Call to Order**

#### **B. Pledge of Allegiance**

#### **C. Roll Call**

#### **D. Appearances**

1. Lea Sevey - Oasis Shelter

#### **E. Oral Requests and Communications from the audience**

1. Public Comments on non-agenda items – 5 minute limit per person.\*

#### **F. Consent Calendar**

1. Approve Council minutes for September 24, 2018 [Pg. 3]
2. Approve Parks & Rec minutes for May 24, 2018 [Pg. 7]

#### **G. Resolutions**

1. Safe Routes to School Grant [PWDS, Pg. 8]
  - a. Resolution 18-R-1148 [Pg. 9]
  - b. Project Map [Pg. 10]

#### **H. Staff Reports**

1. Brookings Airport – Planner of Record Selection [PWDS, Pg. 11]
  - a. Century West RFQ [Pg. 12]
2. City Hall Seismic Retrofit – Contractor Selection [PWDS, Pg. 42]
  - a. Ausland Group Submitted RFQ [Pg. 43]

#### **I. Informational Non-Action Items**

1. September Vouchers [Pg. 81]
2. Committee Vacancies [Pg. 85]

#### **J. Remarks from Mayor and Councilors**

#### **K. Adjournment**

\*Obtain Public Comment Forms and view the agenda and packet information on-line at [www.brookings.or.us](http://www.brookings.or.us), at City Hall and at the local library. Return completed Public

Comment Forms to the City Recorder before the start of meeting or during regular business hours.

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least 72 hours advance notification. Please contact 469-1137 if you have any questions regarding this notice.

# City of Brookings

## CITY COUNCIL MEETING MINUTES

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

**Monday, September 24, 2018**

### **Call to Order**

Mayor Pieper called the meeting to order at 7:00 PM.

### **Roll Call**

Council present: Mayor Jake Pieper, Councilors Bill Hamilton, Brent Hodges, Ron Hedenskog, and Dennis Triglia present; a quorum present.

Staff present: City Manager Janell Howard, City Attorney Martha Rice, Public Works & Development Director Tony Baron, Deputy Public Works Director Jay Trost, and City Recorder Teri Davis.

Media Present: Jane Stebbins of Curry Pilot present

Others Present: Approximately nine audience members.

### **Modification to Agenda**

- Councilor Triglia requested Item 1 of the Consent Calendar, September 10, 2018 Council Meeting Minutes, be removed from the Consent Calendar to be acted on as a separate item in Staff Reports
- Councilor Triglia requested Item G4, Coastal Christmas Funding Request, be removed from the agenda due to improper procedure; City Attorney Rice concurred with Councilor Triglia regarding procedural issues

**Councilor Triglia moved, Councilor Hodges seconded and Council voted unanimously to remove Item G4 from the agenda and to move Item F1 from the Consent Calendar to Staff Reports for separate action.**

### **Ordinances**

*Ordinance 18-O-773, amending Chapter 8.15, Nuisances, of Brookings Municipal Code*

City Recorder Davis presented the staff report.

Councilor Hamilton asked if he needed to Ex Parte recuse due to conversations he had with the Chetco Inn manager. He was not required to recuse per the City Attorney.

Councilors asked questions and discussed particulars of the Ordinance.

- Victoria Vest of 417 Fern Street addressed Council in support of the Ordinance and stated conditions have improved.
- Janel Drew of 417 Fern Street, representing Chetco Inn as Manager, addressed Council as an interested party, listing the efforts made to improve conditions.

Councilors further discussed the intent of the Ordinance.

Councilor Triglia expressed a desire to table the Ordinance and further discuss the ramifications in Workshop session.

**Councilor Hedenskog moved, Councilor Hamilton seconded and Council voted unanimously to read Ordinance 18-O-773 for the first time by title only.**

Mayor Pieper read the ordinance by title only.

**Councilor Triglia moved, Councilor Hedenskog seconded and Council voted unanimously to read Ordinance 18-O-773 for the second time by title only.**

Mayor Pieper read the ordinance by title only.

**Councilor Hedenskog moved, Councilor Hodges seconded and Council voted in a 4-0-1 vote with Councilor Triglia abstaining (citing insufficient time given for a thorough discussion of the Ordinance), to adopt Ordinance 18-O-773, amending Chapter 8.15, Nuisances, of Brookings Municipal Code.**

*Ordinance 18-O-774, adding Chapter 9.10.135, Compulsory School Attendance, of Brookings Municipal Code*

City Manager Howard presented the staff report.

Councilors discussed the necessity of the Ordinance.

**Councilor Hedenskog moved, Councilor Hamilton seconded and Council voted unanimously to read Ordinance 18-O-774 for the first time by title only.**

Mayor Pieper read the ordinance by title only.

**Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to read Ordinance 18-O-774 for the second time by title only.**

Mayor Pieper read the ordinance by title only.

**Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to adopt Ordinance 18-O-774, adding Chapter 9.10.135, Compulsory School Attendance, of Brookings Municipal Code.**

### **Oral Requests and Communications from the audience**

- No one was present requesting to address Council on non-agenda items



## **Consent Calendar**

1. Accept TPAC minutes for August 9, 2018
2. Receive monthly financial report for August 2018
3. Azalea Fest Event Evaluation
4. Reschedule November 12, 2018 Regular Council Meeting to November 13, 2018
5. Cancel November 26, 2018 Regular Council Meeting
6. Cancel December 24, 2018 Regular Council Meeting

**Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to approve the Consent Calendar.**

## **Staff Reports**

*September 10, 2018 Council Minutes*

Councilor Triglia requested an edit to the minutes as follows:

Correct the item which indicates Council discussed the need to reevaluate the decision on the Coastal Christmas funding request, as no actual Council discussion occurred.

Councilor Hodges requested an edit to the minutes as follows:

Correct the National Emblem Club Week Proclamation item which indicates Councilor Hodges seconded the motion; he was not present at the meeting.

**Councilor Triglia moved, Councilor Hodges seconded and Council voted unanimously to approve the September 10, 2018 Council minutes with the noted edits.**

*Intergovernmental Agreement with Brookings-Harbor School District to provide attendance court services*

City Manager Howard presented the staff report.

**Councilor Hedenskog moved, Councilor Hodges seconded and Council voted unanimously to authorize City Manager to sign agreement with Brookings-Harbor School District to provide attendance court services.**

*Agreement with Gary Milliman for Pro Tem judge services*

City Manager Howard presented the staff report.

**Councilor Triglia moved, Councilor Hedenskog seconded and Council unanimously to authorize Mayor to sign agreement with Gary Milliman for Pro Tem Judge services.**

*Chetco Point Trail Bridge Rebuild*

Deputy PWDS Director Trost presented the staff report.

Council discussed the specifics of the project and the appropriateness of the bid amount.

**Councilor Hodges moved, Councilor Hedenskog seconded and Council voted unanimously to authorize the City Manager to execute an agreement with New**

**Creation Builders for the amount of \$84,890 to reconstruct the foot bridge at Chetco Point Park.**

**Remarks from Mayor and Councilors**

Councilor Hamilton informed that former Council member Dave Gordon is in the hospital following an accident and wished him well.

Other Councilors reminisced about Mr. Gordon's time on Council and also wished him well.

**Adjournment**

Councilor Hedenskog moved, Councilor Hodges seconded, and Mayor Pieper adjourned the meeting at 8:24 p.m.

Respectfully submitted:

ATTESTED:

this \_\_\_\_\_ day of \_\_\_\_\_ 2018:

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Jake Pieper, Mayor

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Teri Davis, City Recorder

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
May 24, 2018

**CALL TO ORDER**

Chair Trace Kather called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

**ROLL CALL**

*Present:* Commissioners Tom Bozack, Patt Brown, Holly Beyer, and Chair Trace Kather

*Also present:* Parks/Tech Services Supervisor Tony Baron

**APPROVAL OF MINUTES**

**Motion made by Commissioner Beyer to approve the minutes of March 22, 2018; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.**

**PUBLIC APPEARANCES – None**

**REGULAR AGENDA – Motion made to move the Pickleball Paint Lines matter to the top of the agenda by Trace Kather; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.**

- A. Pickleball Paint Lines –** Mary Scaran presented Pickleball background information and request to paint lines on a second court at Bud Cross Park with their group providing the paint and labor to accomplish. Commission discussed pickleball and tennis players use of the courts, citing no issues have risen between the two groups. **Motion made by Commissioner Beyer to approve the placement of pickleball lines on the tennis court in the lighted area; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.**
- B. Betty Jean Waite Memorial Sculpture –** Nancy Tuttle presented Memorial Sculpture information. They will be soliciting donations and think it may take from four to twelve months to collect funds and order sculpture. Teresa Lawson, Azalea Park Foundation (APF) President clarified that APF is not against the sculpture but is not endorsing it; she is not certain APF funds willed to them by Betty Waite can be contributed for the sculpture. She thought more discussion between the groups would be beneficial. Commission discussed maintenance of the sculpture and suggested an MOU with the Boy Scouts or BHHS leadership class be established. Commission felt approving the sculpture for location in Azalea Park would help the group in donations. **Motion made by Commissioner Bozack to approve placement of Memorial Sculpture near Kidtown in honor Betty Jean Waite; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.**
- C. Stacy Rust Memorial Bench –** Tony Baron presented bench information, advising it would be a standard City style bench paid for by Sue Mitchell and she would provide the memorial plaque. Two possible locations near the ballfields were suggested. Discussed memorial plaque wording to be consistent. **Motion made by Commissioner Beyer to approve the placement of a Memorial Bench near the Azalea Park Ball Fields in honor of Stacy Rust; motion seconded by Commissioner Bozart and Commission voted; the motion carried unanimously.**

**INFORMATION UPDATES/DISCUSSION ITEMS**

- A. Park Master Plan Update –** Tony Baron updated Commission on surveys, focus group roundtables and workshops being conducted. Several capital improvement project ideas suggested. Mia Weaver, BHHS student presented survey results from High School students; highest results were: 1) BMX Park; 2) Better maintainance/cleaner restrooms; and 3) Better park equipment.

**COMMISSIONER REPORTS/COMMENTS**

Commissioner Brown requested the Capella door locked be moved up from the ground location to enable easier unlocking of the doors. Tony to research.

**ADJOURNMENT**

Next meeting scheduled for July 26, 2018. With no further business, meeting adjourned at 7:51 pm.

Respectfully submitted,


  
Trace Kather, Chair - approved at September 27, 2018 meeting

# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: October 8, 2018

Originating Dept: PWDS


  
\_\_\_\_\_  
Signature (submitted by)  
  
\_\_\_\_\_  
City Manager Approval

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Subject: Safe Routes to School Grant Program Resolution

Recommended Motion: Adopt Resolution 18-R-1148 authorizing submission of a Safe Routes to School Grant application for pedestrian improvements on Fern Avenue from Ransom Avenue to the Fern Avenue & Elk Drive intersection.

Financial Impact: The total cost of the project is estimated at \$886,200 and may require anywhere from a 5-40% match. The match for the project will be provided under a Deferred Improvement Agreement (DIA) between the City and School District established to defer street improvements along Fern Avenue between Ransom Avenue and Easy Street. The agreement was established when the district performed the \$10 million dollar bonded renovation project in 2001.

Approved by Finance & Human Resources Director: 

Background/Discussion: Staff is preparing a pedestrian improvement project that includes partial street surface work, storm water improvements, curb, gutter and sidewalks along Fern Avenue from Ransom Avenue to the intersection of Fern Avenue and Elk Drive. The work will tie into existing Easy Street improvements in front of Kalmiopsis Elementary School recently completed under the SRTS program.

There are currently no curbs or sidewalks along this heavily traveled portion of Fern Avenue. Parking is limited during events (sporting and graduation) at the football field and pedestrian safety is compromised by low lighting and proper separation of vehicles and pedestrians.

Staff received letters of support for the project from the Brookings Harbor School District, local Parent – Teachers Organization (PTO), and South Coast Development Council.

Attachments:

- a. Resolution 18-R-1148
- b. Project Map

**CITY OF BROOKINGS  
STATE OF OREGON**

**RESOLUTION 18-R-1148**

**A RESOLUTION AUTHORIZING THE CITY OF BROOKINGS TO APPLY FOR A SAFE ROUTES TO SCHOOL GRANT FROM THE OREGON DEPARTMENT OF TRANSPORTATION AND DELEGATING AUTHORITY TO THE CITY MANAGER TO SIGN THE APPLICATION.**

**WHEREAS**, the Oregon Department of Transportation is accepting applications for the Safe Routes to School Grant Program; and

**WHEREAS**, the City of Brookings desires to participate in this grant program to the greatest extent possible as a means of providing safe sidewalks and parent parking for students traveling to and from school; and

**WHEREAS**, there is a great need for the safety of the students at Brookings-Harbor School District to provide safe walking paths; and

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Brookings, Curry County, Oregon, that the City Manager is hereby authorized to apply on the City's behalf for a Safe Routes to School Grant from the Oregon Department of Transportation.

Passed by the City Council on \_\_\_\_\_, 2018; effective the same date.

\_\_\_\_\_  
Mayor Jake Pieper

Attest:

\_\_\_\_\_  
City Recorder Teri Davis



# SAFE ROUTES TO SCHOOL

Applicant City of Brookings

**APPLICATION MAP**

Project SRTS - Fern Avenue (Ransom to Fern)

Date



0.25

mi

## SCHOOL LEGEND

### Title I School Status

Based upon percentage of students eligible for free and reduced lunch, reported school year 2016 - 2017, Oregon Department of Education.

- ▲ **Yes, 40% or greater**
- ▲ **No, under 40%**
- ▲ **Eligibility not reported**

### Title I Schools - 1 Mile Buffer



## CRASH LEGEND

### 2013 - 2015

#### Pedestrian Involved

- Fatal
- Injury

#### Bicycle Involved

- Fatal
- Injury

#### Vehicle Crashes

- ◆ Fatal
- ◆ Injury 10

## TRAFFIC FLOW LEGEND

### Average Annual Daily Traffic Flow (AADT)

#### State Highways, ODOT

— 2016

#### Non-State Road Sites

○ 2015

#### ODOT Disclaimer:

"This product is for informational purposes and may not be suitable for legal, engineering, or surveying purposes. Users of this product should review and consult the primary data sources to determine the usability of the information. Conclusions drawn from this information are the responsibility of the user."



# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: October 8, 2018

Originating Dept: PWDS

Signature (submitted by)


City Manager Approval

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Subject: Brookings Airport - Planner of Record Selection

Recommended Motion: Motion to authorize the City Manager to enter into an agreement with Century West as the Planner of Record to provide planning services to the City of Brookings for the Brookings Airport (KBOK).

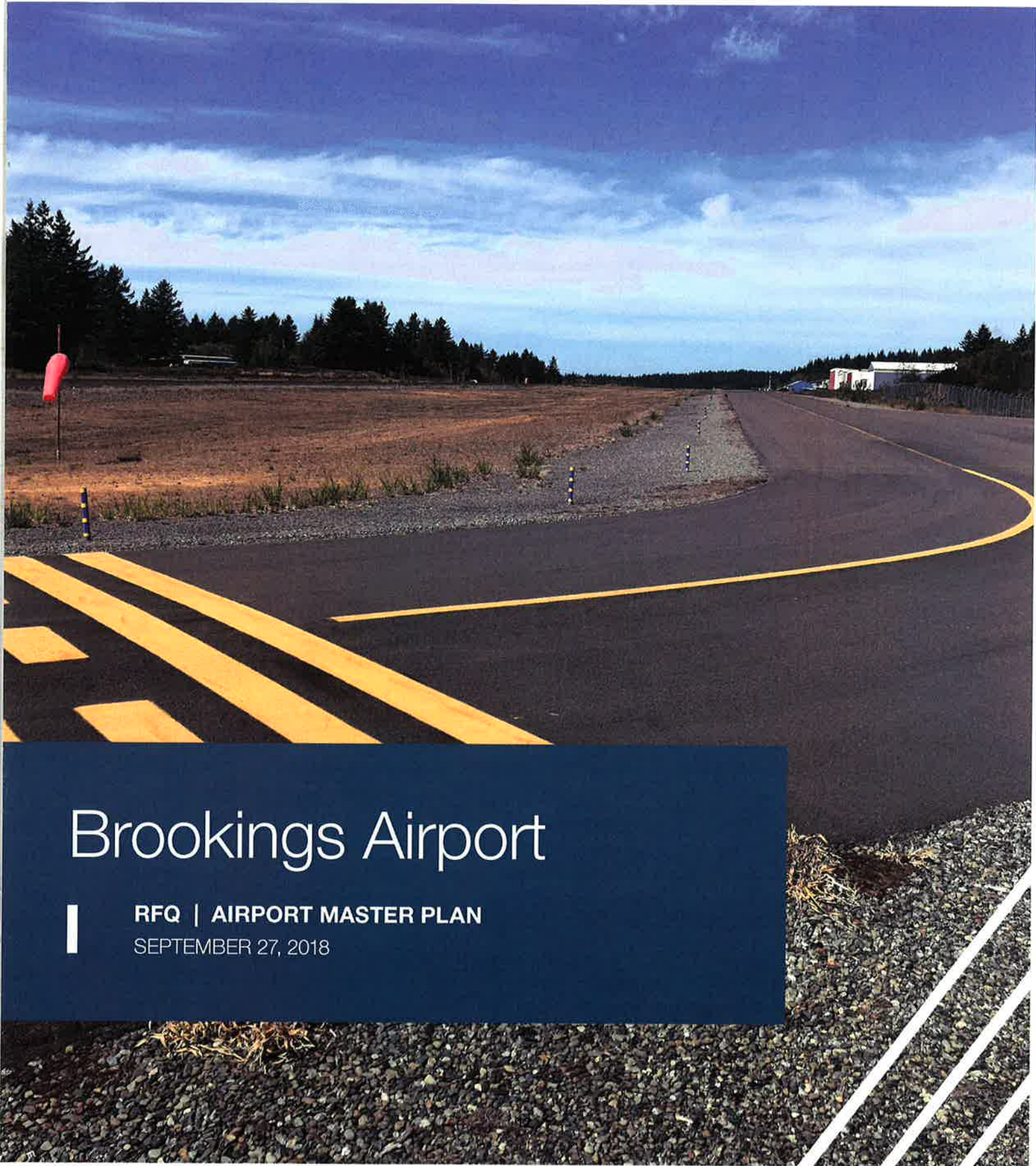
Financial Impact: It is required by the Federal Aviation Administration (FAA) as part of the management requirements to receive federal grant funding that the City of Brookings identifies a Planner of Record to develop a 5 year airport master plan. The services provided by Century West are 90% funded by the FAA and 90% of the remaining 10% are funded by the State of Oregon - Critical Oregon Airport Relief (COAR) program grant.

Approved by Finance & Human Resources Director: 

Background/Discussion: Staff received and reviewed three Request for Qualifications (RFQ's); Century West, WH Pacific and Coffman Associates all submitted for this contract. Staff is recommending the selection of Century West as they provide greater historical knowledge of KBOK, possess a strong history of providing planning services to airports similar in size and have a branch office located in Central Point.

Attachment(s):

- a. Century West Submitted RFQ



# Brookings Airport

**RFQ | AIRPORT MASTER PLAN**

SEPTEMBER 27, 2018



September 27, 2018

Janelle Howard  
City Manager  
City of Brookings  
898 Elk Drive  
Brookings, Oregon 97415

Re: Statement of Qualifications – Brookings Airport, Airport Master Plan

Dear Ms. Howard:

Century West Engineering Corporation (Century West) is pleased to respond to your Request for Qualifications. We appreciate the time that you, Tony Baron, and Jay Trost took to speak with us about the airport. Through our discussion with you and our recent history at the airport, we have a good understanding of your upcoming needs and the issues to be addressed through the Airport Master Plan process. Our qualifications, experience, and resources are well suited to help you with this important project, and we look forward to the opportunity to work with you. The key differentiators that set Century West apart from our competitors include:

**Depth of Staff Resources.** Our aviation staff has grown and expanded in the past several years. We have 25+ aviation personnel, five with specific experience at your airport. Our Senior Airport Planner, Mike Dane has a thorough understanding of your needs and desired outcomes and has worked with several project stakeholders on a recent planning project at Gold Beach. Our team will be anchored by our long-standing planning staff, who have worked together for more than a decade. We are committed to providing the City of Brookings with an outstanding planning team that will dig into the details to ensure that your expectations are met.

**The ability to navigate stakeholder groups.** Airport communities often bring out passionate involvement from airport stakeholders. Our staff has the expertise and temperament to assist the City in navigating community involvement that will lead to positive outcomes. All of our planners are pilots who know how to engage the pilot community. Ultimately, we understand that the City must make decisions in your best interest, and we will fully support your vision for the airport.

**Our team has a history of client responsiveness and satisfaction.** Whether it is helping you understand the Federal Aviation Administration procedures, keeping track of all the paper work and close out items, or simply returning your phone calls promptly, the team we present has a history of prompt responsiveness to client questions and issues. We will complete the planning, but will also serve as an extension of your staff, assisting you with the details to help you meet your project goals and objectives as you embark on ownership of the airport.

If you have any questions regarding the information we have presented, please contact me at 541-322-8962.

Sincerely,



Matt Rogers, PE  
Vice President / Aviation Planning Manager



## Introduction

The City of Brookings (City) recently acquired the Brookings Airport from Curry County (County) and is recognized by the Federal Aviation Administration as the sponsor for the airport. For years the County has struggled to fund improvements at the airport due to long term funding constraints. Subsequently, many opportunities to serve new aviation businesses and tenants and complete other airport improvements have been missed. The City determined that with the more stable funding base that the City can provide, the airport could be improved to enhance its role as a critical transportation mode for the City and also expand business development opportunities for the community. We are excited about the opportunity to help the City formulate and execute a plan to realize the collective vision for the airport.

Century West's recent experience at the airport began in May of 2017 when we were contacted by the former City Manager to provide assistance as the City navigated the airport transfer process with the County and the FAA. Our team met with City staff, provided review and guidance of FAA documents, completed costs estimates to assist with City-County negotiations, evaluated the potential for a runway extension, and were available on an as needed basis to answer questions. As the Oregon Department of Aviation (ODA) Pavement Maintenance Program (PMP) consultant, we also designed and provided construction oversight for recent pavement maintenance activities that included a slurry seal and remarking project for Runway 12-30.

Beyond our recent work at the airport, current Century West staff have a long history completing airport improvement projects at the Brookings Airport with previous consulting firms. This includes environmental assessments (EAs), pavement rehabilitation projects, airport fencing, and the west side hangar area development. We have also recently hired Loree Pryce to work in our Southern Oregon office. She has an in depth understanding of the City and projects completed in the vicinity of the airport and will be a valuable resource to the project.

Our deep understanding of the airport will provide you with the institutional knowledge that cannot be matched by any other consulting firm. This will translate into an efficient and economical Airport Master Plan process that will include constructible projects with realistic cost estimates. Century West is committed to provide the most knowledgeable and committed staff to your project from our offices in Oregon and Washington to ensure a successful outcome.

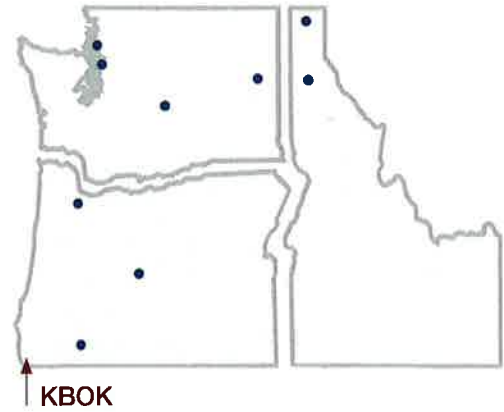
***The primary objective of the Airport Master Plan and Airport Layout Plan is to provide a realistic plan to guide future operations and development at the Brookings Airport. The plan will position the airport to maximize FAA and ODA funding and will answer critical questions. Our coordination with the FAA, through the planning process, will provide the justification necessary to ensure a smooth transition from planning to implementation.***

***Century West's proven approach to airport planning is based on developing a sound technical foundation from which decisions can be made with confidence.***

## COMPANY INFORMATION

Founded in 1969 in the Pacific Northwest, our civil engineering consulting firm now combines the talent of more than 55 professionals and support staff in nine locations across Oregon, Washington, and Idaho. Century West's success is a direct result of our primary goal: to listen to and understand our clients in order to develop innovative, cost-effective solutions to meet their needs. We pride ourselves on our ability to take a team approach to projects requiring special expertise. We focus our human resources to identify our clients' challenges and plan solutions to resolve those challenges. Project managers coordinate carefully with their clients, bringing solutions into reality. The results are increased efficiency and collaboration with an economical project cost.

Office Locations



## AVIATION SERVICES



### PLANNING

- Airport Layout Plans (ALP)
- Airport Master Planning
- Aircraft Hangar Planning
- Airport Access Roads, Fencing, and Security
- Airport Business Planning
- Airport Financial Planning
- Airport Fuel Facility Planning
- Airport Land Use Planning
- Airport Noise Compatibility Planning
- Airport Security Plans
- Capital Improvement Program (CIP) Development & Management
- Cargo Facility Planning
- Industrial Park Plans
- Terminal Area Plans
- Weather Systems Planning
- Airports Geographic Informational System (AGIS) Surveys



### ENVIRONMENTAL

- Cultural Resource Surveys
- Oregon Department of Environmental Quality (DEQ) 1200 – C Permits
- Endangered Species Studies
- Environmental Site Assessments
- Geotechnical Site Evaluations
- National Environmental Policy Act (NEPA) Environmental Assessments
- Washington State Environmental Policy Act (SEPA) Permitting
- Underground Storage Tank Removal & Permitting
- Wetlands Investigations
- Streaked Horned Lark Assessments



### FAA & GRANT PROCESSES

- Airport Improvement Program (AIP) Grant Preparation & Administration
- Airport Fly-Friendly Brochures
- Aviation System Action Program (ASAP) & Connect Oregon Grant Preparation & Administration
- Capital Improvement Plan Development
- DBE Plans/Reporting/Goals
- FAA Form 7480 & 7460 Analysis & Preparation
- FAR Part 77 Airspace Reviews
- Public Involvement Programs
- Quarterly & Annual AIP Reporting
- Planning & Design Consistent with FAA 150/5070-6B
- Airport Design FAA AC150/5300-13A



### DESIGN & CONSTRUCTION

- Obstruction Removal & Safety Area Improvements
- Runways/Taxiways
- Site Grading & Drainage Improvements
- Aircraft Hangars
- Aircraft Parking Aprons
- Airfield Lighting Systems
- Airport Access Roads, Fencing, & Security
- Airport Industrial Parks
- Infrastructure & Utility Improvements
- Construction Management, Inspection, & Testing
- Fuel Facilities
- Helicopter Facilities
- Navigational Aids
- Pavement Maintenance
- Weather Systems



# CENTURY WEST VALUE AND COMMITMENT TO YOU

## RECENT EXPERIENCE AT YOUR AIRPORT

- Transfer assistance
- 20 year CIP projects cost estimates to support transfer negotiations
- Runway extension preliminary review
- Runway crack and slurry seal project – ODA PMP Program
- Multiple site visits to meet with staff, design development, and construction observation
- Five Century West staff members have made visits to the Brookings Airport in support of these efforts over the last year



*ODA PMP crack sealing at Brookings Airport*

## HISTORIC EXPERIENCE AT YOUR AIRPORT

- Wildlife fencing design and construction management
- Pavement rehabilitation projects including apron and taxiway improvements
- Westside Taxiway and grading improvements
- Runway Safety Area (RSA) /Runway extension environmental assessment
- Compiling and assembling the Exhibit "A" Property map
- Design and cost estimate assistance on previous Master Plan

25

### STAFF WITH AVIATION EXPERIENCE

Century West has 25 staff members with aviation experience company-wide.

3

### LICENSED PILOTS ON STAFF

David Miller, AICP, Mike Dane, AICP, and Samantha Peterson, ACE are all licensed pilots and expert airport planners on our team.

6

### 6 CURRENT AIRPORT PLANNING PROJECTS WITH VALERIE THORSEN

## EXPERIENCED STAFF COMMITTED TO YOUR PROJECT

- Three experienced airport planners that are all licensed pilots
- Trusted planning team with recent experience known to your airport stakeholders
- Firm focused on aviation – over half our business
- Ability to serve you efficiently from Bend, Portland, and Southern Oregon offices
- Airport engineers with direct experience at your airport

## ABILITY TO PROVIDE INSTITUTIONAL KNOWLEDGE OF AIRPORT HISTORY THROUGH THE TRANSITION FROM THE COUNTY TO THE CITY

- Deep bench of aviation staff
- Consistent leadership from core team that has been with Century West for over 20 years

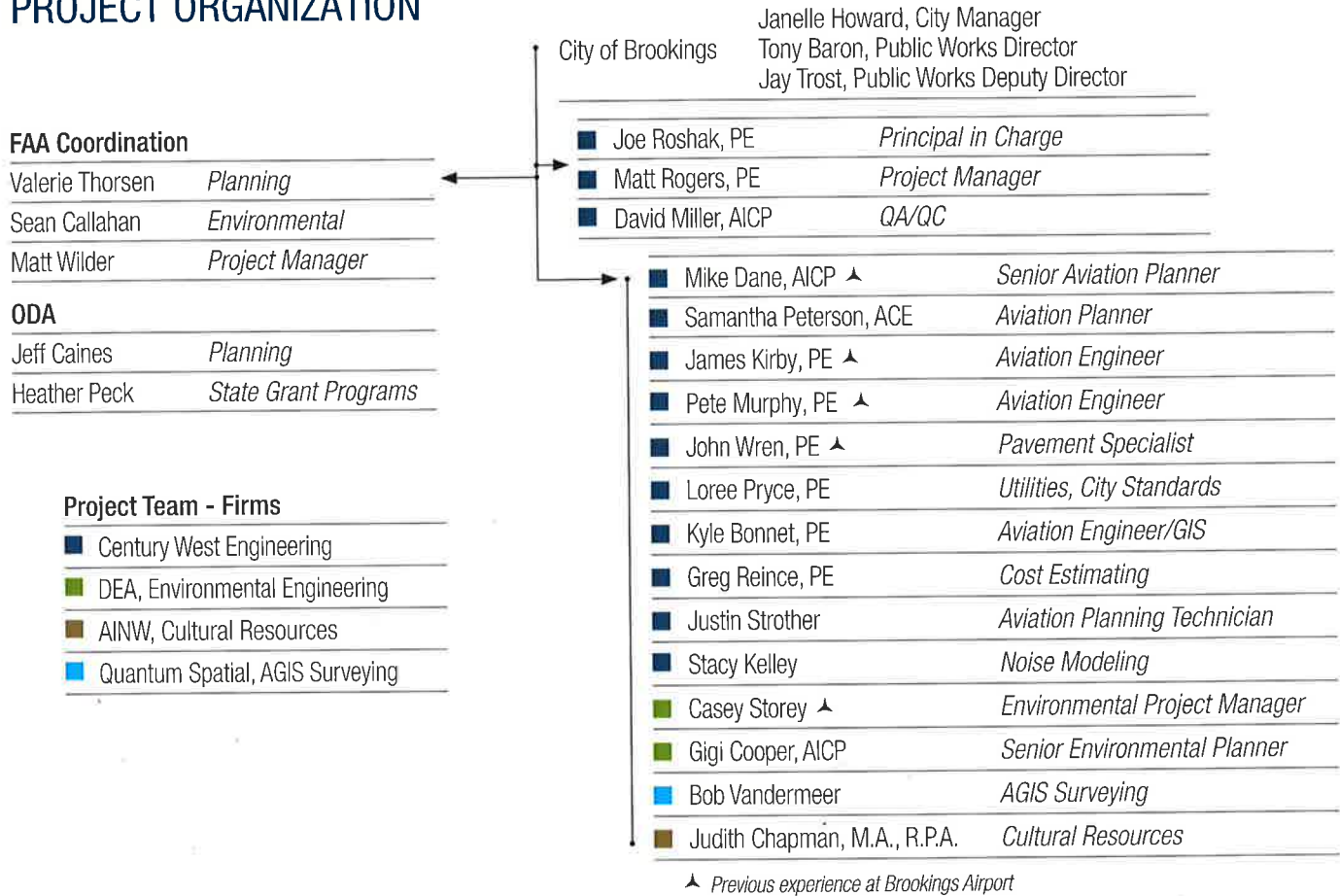
## EXCELLENT RELATIONSHIPS WITH FAA, ODA, AND CURRY COUNTY

- Currently working on six projects with Valerie Thorsen – Your FAA Planning Manager
- ODA On-Call consultant for planning and engineering for State Airports
- Century West staff relationships with the County that will help with an efficient transition of airport ownership

# 1. Key Personnel Qualifications

Century West has assembled a project team with expertise in all areas of aviation planning, design, and construction; AGIS surveying; and financial, land use, and environmental planning. We offer a team with exceptional knowledge of FAA requirements, advisory circulars, design standards, environmental guidelines, project evaluation, and funding.

## PROJECT ORGANIZATION



## CENTURY WEST QUALIFICATIONS

### JOE ROSHAK, PE - PRINCIPAL-IN-CHARGE



Joe has over 30 years of experience working on numerous aviation, roadway, paving, and utility projects. Joe has a proactive management style and is highly regarded among his clients for his ability to deliver projects on time and on budget. He has an outstanding reputation for honesty and integrity that makes him an effective negotiator and problem solver when dealing with construction contracts and resolving project conflicts.

#### EDUCATION & REGISTRATION:

B.S., Civil Engineering, University of Portland, 1988  
Professional Engineer: Oregon, Washington

#### RELEVANT EXPERIENCE:

- McMinnville Municipal Airport, Runway 4-22 Rehabilitation - McMinnville, OR
- Vashon Municipal Airport, Obstruction Removal - Vashon, WA
- Chiloquin State Airport, Runway 17-35 Reconstruction - Chiloquin, OR
- Redmond Airport, Runway 4-22 Rehabilitation - Redmond, OR

**MATT ROGERS, PE - PROJECT MANAGER**

Matt manages Century West's aviation planning program in conjunction with our firm's planning, engineering, and technical staff. Matt also serves as airport project manager and design engineer for a variety of airport design and construction projects. He has been with Century West for more than 20

years and has a long history working on aviation related projects. Matt works closely with our senior aviation planners and our entire airport planning group to ensure that all phases of the project are efficiently coordinated and performed. Our staff conducts weekly aviation planning staff meetings that are used to identify project needs and to ensure that project progress follows schedules and budgets.

**DAVID M. MILLER, AICP - QA/QC**

David has more than 30 years of professional aviation consulting experience, including the past 22 years with Century West. David provides an exceptional knowledge of airport design and airspace planning standards in addition to the operation of airports. He serves as Century West's Lead Aviation Planner and evaluates our airport planning and design projects for

consistency with FAA standards. As a planner specializing in the built environment, David is known for creating innovative facility designs that are efficient, realistic to construct, and consistently approved and accepted by FAA, state aviation agencies, and our airport clients. David is an Alaska-trained, commercially-rated pilot with instrument, multi-engine, and seaplane ratings.

David's experience at Brookings Airport extends back to the early 1990s, where he was the project manager and primary planner for the FAA-funded Environmental Review prepared for the runway, parallel taxiway, and runway safety area improvements performed at the south end of the runway. The project was completed for the Aeronautics Division of ODOT when the airport was state-owned (Brookings State Airport). David's familiarity with the airport's unique site conditions and historic development will provide valuable experience for a wide range of master plan evaluations.

**MIKE DANE, AICP; SENIOR AIRPORT PLANNER**

Mike has considerable experience as a community planner with a diverse skill set in aviation and urban planning. He provides the knowledge, skills, and experience necessary to facilitate a collaborative airport planning and development experience that generates ideas, examines solutions, and builds consensus throughout the project life-cycle. Mike

has worked as a consulting aviation planner in the Northwest Mountain Region for more than 10 years, and when combined with his urban planning experience has 15 years of planning experience. Over the past 15 years he has proven his ability to successfully address a wide variety of planning and development projects both on and off the airport.

**EDUCATION & REGISTRATION:**

B.S., Civil Engineering, Oregon State University, 1996  
B.S., Engineering Science, Pacific Lutheran University, 1996  
Professional Engineer: Oregon, Washington

**RELEVANT EXPERIENCE:**

- Ashland Municipal Airport, Airport Master Plan - Ashland, OR
- Bend Municipal Airport, Master Plan & Helicopter Operations Area EA - Bend, OR
- Bowers Field, Airport Master Plan & AGIS Survey - Kittitas County, WA
- Auburn Municipal Airport, Airport Master Plan and EA - Auburn, WA
- Eastern Oregon Regional Airport, Airport Master Plan & AGIS Survey - Pendleton, OR

**EDUCATION & REGISTRATION:**

B.S., Air Commerce and Transportation Technology, Florida Institute of Technology

Airport Systems Planning and Design Program, University of California, Berkeley

Professional Certified Planner, American Institute of Certified Planners (AICP)

FAA Licensed Pilot, Commercial Airplane; Multi-Engine, Instrument and Seaplane Ratings

**RELEVANT EXPERIENCE:**

- Bend Municipal Airport, Master Plan & HOA EA - Bend, OR
- Ashland Municipal Airport, Airport Master Plan - Ashland, OR
- Eastern Oregon Regional Airport, Airport Master Plan & AGIS Survey - Pendleton, OR
- Mulino State Airport, Airport Master Plan & AGIS Survey - Mulino, OR

**EDUCATION & REGISTRATION:**

M.S., Urban and Regional Planning, University of Colorado, Denver

B.S., Aviation Administration, University of Nebraska Omaha

Professional Certified Planner, American Institute of Certified Planners (AICP)

FAA Licensed Pilot: Commercial Airplane, Multi-Engine, Instrument, Seaplane, and Tail Wheel Ratings

**RELEVANT EXPERIENCE:**

- Gold Beach Municipal Airport, Airport Master Plan - Gold Beach, OR
- Newport Municipal Airport, Airport Master Plan - Newport, OR
- Prineville/Crook County Airport - Airport Master Plan - Prineville, OR

**SAMANTHA PETERSON, ACE - AVIATION PLANNER**

Samantha's experience in the aviation industry includes specializing in airport operations and planning. In airport operations, Samantha's experience gives her a full understanding of the compliance component of airports and how they meet federal aviation regulations. As an airport planner, she has worked on a multitude of Airport Master Plan and Airport Layout Plan updates. Samantha also prepares both state and federal grant applications for airport sponsors, as well as the Disadvantaged Business Enterprise (DBE) plans and goals. Samantha is also a licensed pilot.

**EDUCATION:**

B.S. Aviation Management, Central Washington University, 2009

FAA Licensed Pilot

**RELEVANT EXPERIENCE:**

- Ken Jernstedt Field - Hood River Airport, Airport Master Plan - Hood River, OR
- Hermiston Municipal Airport, Master Plan & AGIS Survey - Hermiston, OR
- Mulino State Airport, Airport Master Plan & AGIS Survey - Mulino, OR
- Ashland Municipal Airport, Airport Master Plan and AGIS Survey - Ashland, OR

**JAMES KIRBY, PE - AVIATION ENGINEER**

James brings over 15 years of experience providing a wide range of civil engineering consulting services to public and private clients on airport projects. James's experience includes leading teams in all phases of the design and construction of runway, taxiway, apron, electrical, and landside projects with a special emphasis on pavements and pavement maintenance.

**EDUCATION & REGISTRATION:**

H.B.S. Civil Engineering, Oregon State University, 2001  
Professional Engineer: Oregon

Project Management Professional; Oregon 2006

**RELEVANT EXPERIENCE:**

- Curry County - Brookings Airport, Wildlife Fencing - Brookings, Oregon
- Curry County - Brookings Airport, Apron and Taxiway Rehab, Phase I - Brookings, Oregon
- Curry County - Brookings Airport, Westside Taxiway - Brookings, Oregon
- Oregon Department of Aviation, Pavement Maintenance Program - Oregon (statewide)
- Grants Pass Airport, Hangar Access Taxiways Design - Grants Pass, OR

**PETE MURPHY, PE - AVIATION ENGINEER**

Pete brings over 20 years of experience providing a wide range of civil engineering consulting services to public and private clients on airport projects. Pete's experience includes leading teams in all phases of the design and construction of runway, taxiway, apron, electrical, and landside projects with a special emphasis on pavements and pavement section design. In addition to his experience in Oregon, Pete has performed aviation work in Florida, Washington, Idaho, Alaska, and California.

**EDUCATION & REGISTRATION:**

B.S. Civil Engineering, University of Central Florida, 1992

Professional Engineer: Oregon, 2006

**RELEVANT EXPERIENCE:**

- Curry County - Brookings Airport, Wildlife Fencing - Brookings, Oregon
- Curry County, Brookings Airport, Apron and Taxiway Rehab, Phase I - Brookings, Oregon
- Port of Gold Beach, Runway Rehabilitation - Gold Beach, Oregon
- Port of Gold Beach, Perimeter Wildlife Fencing - Gold Beach, Oregon



**LOREE PRYCE, PE - UTILITIES & CITY STANDARDS**

Loree Pryce has more than 20 years of engineering experience featuring achievements in several municipalities. She is a gifted problem solver who builds productive relationships; candid communicator and lead-by-example manager who maintains reinforcing open-door environment. Loree is comfortable with individuals of diverse cultural, socioeconomic, and ethnic backgrounds. He is persistent, resourceful, innovative, and articulate. She is proficient with AutoCAD, GIS, Word, Excel, PowerPoint and Access.

**EDUCATION & REGISTRATION:**

Master of Public Administration (in progress), Cal Lutheran University, Thousand Oaks, CA  
 B.S., Environmental Engineering, California Polytechnic State University, San Luis Obispo, CA (1997)  
 Professional Engineer: California, Oregon

**RELEVANT EXPERIENCE:**

- Mill Beach public access and restroom - Brookings, OR
- Energy Reduction Program - Brookings, OR
- Emergency Storm Repairs and Mitigation - Brookings, OR
- City of Ventura, Green Street Project - Ventura, CA

**JOHN WREN, PE - PAVEMENT SPECIALIST**

Throughout his career, John has focused on design-construction continuity while working on variety of aviation and municipal projects in Oregon and Washington. Recognized for his ability to manage and inspect complex construction projects, John's involvement during design and construction

provides value to project quality and his clients. John has proven experience at McMinville Airport, Hood River, and Hillsboro Airport.

**EDUCATION & REGISTRATION:**

B.S., Civil Engineering, Oregon State University, 2006  
 ODOT Certified Asphalt Concrete Pavement Inspector, 2011  
 ODOT Certified General Construction Inspector, 2011  
 Professional Engineer: Oregon

**RELEVANT EXPERIENCE:**

- Oregon Department of Aviation, Pavement Maintenance Program - Oregon (statewide)
- Hillsboro Airport, Runway 13R/31L Preliminary Rehabilitation Plan - Hillsboro, OR
- McMinville Municipal Airport, Runway Reconstruction and Taxiway Construction - McMinville, OR

**KYLE BONNET, PE - AVIATION ENGINEER/GIS**

Kyle is a civil engineer with experience in design, project management, project inspection and finite element modeling. His responsibilities include developing utility and access road design in Civil 3D, site layout for hangar development, and coordination with the FAA on funding eligibility for various project

elements. Kyle is the resident expert for all things mapping and digital formatting. His expertise in this realm, as well as advanced CAD design, provide a tremendous resource to our clients.

**EDUCATION & REGISTRATION:**

B.S., Civil Engineering, Oregon State University, 2012  
 Professional Engineer, Oregon

**RELEVANT EXPERIENCE:**

- Bend Municipal Airport, Helicopter Operations Area - Bend, OR
- Madras Airport, West Access Road Design - Madras, OR
- ODA System Inventory, Oregon Department of Aviation - Oregon (statewide)
- Redmond Municipal Airport, Runway 4-22 Rehabilitation - Redmond, OR



**GREG REINCE, PE - COST ESTIMATING**

As a project engineer, Greg is responsible for performing engineering design and analysis for a variety of aviation projects. He prepares design drawings, specifications, and cost estimates for grading, paving, drainage projects, and performs construction observation. For planning projects he provides assistance on cost estimating. Greg's recent projects include apron planning and design work at Cle Elum Municipal and water system/fire flow evaluations as part of our master plans at Portland-Mulino Airport and Sequim Valley Airport. Greg recently prepared Florence Airport's most recent FAA DBE Plan/ Program.

**EDUCATION & REGISTRATION:**

M.S., Civil Engineering, University of Idaho, 2013  
B.S., Civil Engineering, University of Idaho, 2012  
Professional Engineer: Oregon

**RELEVANT EXPERIENCE:**

- Albany Municipal Airport, Airport Master Plan - Albany, OR
- Bandon State Airport, Airport Master Plan - Bandon, OR
- Bend Municipal Airport, Airport Master Plan - Bend, OR

**JUSTIN STROTHER; AIRPORT PLANNING TECHNICIAN**

Justin has more than 10 years of experience in computer drafting/design and graphics for our airport master plan and ALP projects. Justin also prepares presentation graphics, is experienced in developing website content, and conducts airport data collection and inventory.

**STACY KELLEY – NOISE MODELING**

Stacy brings 23+ years of experience completing projects of varying size and complexity. She coordinates CAD design for aviation, electrical, street improvements, stormwater, waterline, sanitary, and sewage treatment projects for both governmental and private clients. Stacy has developed a vast knowledge of Civil 3D intricacies, specifically those related to pipe networks. Stacy has also applied her CAD expertise to aviation planning projects. Stacy is an expert at FAA Noise Modeling projects using both Integrated Noise Modeling (INM) and Aviation Environmental Design Tool (AEDT).

## 2. Subconsultants Qualifications

Century West is partnering with a number of select firms specifically chosen for their expertise working on FAA funded projects. Our partner firms, their roles, company descriptions, and expertise are as follows:

### DEA - ENVIRONMENTAL ENGINEERING



DAVID EVANS  
AND ASSOCIATES INC.

David Evans and Associates, Inc. (DEA) takes client expectations seriously. Since the founding of their professional services consulting firm in 1976, their people have provided real solutions for projects large and small. Within one company they offer clients a broad range of capabilities and experience. DEA is a national leader in sustainable design and management solutions. They provide clients with award-winning engineering services for transportation, energy, water resources, and land development projects. Their firm is consistently ranked among ENR's "Top 100 Pure Design Firms" in the United States and is a leader in its local markets.

**CASEY STOREY - ENVIRONMENTAL PROJECT MANAGER**

Casey has 14 years of consulting experience specializing in negotiating and facilitating complex environmental permitting efforts with a wide range of stakeholders. His project portfolio includes natural resource reporting; endangered species documentation; facilitation of large-scale field data collection; and permitting for linear transportation projects, bridges, pipelines, transmission line corridors, substations, private residential development, airports, and restoration projects.

**RELEVANT PROJECT EXPERIENCE:**

- Biological Assessment for the Oregon Department of Aviation Northwest Region Pavement Maintenance Program
- Wildlife Fence - Brookings Airport, for Curry County Airport, Oregon

**GIGI COOPER - SENIOR ENVIRONMENTAL PLANNER**

Gigi Cooper is an environmental planner with 20 years of diverse experience including NEPA and regulatory compliance, as well as land use planning. Using existing noise data and guidelines, she assesses noise impacts for a variety of infrastructure permitting and construction projects. She successfully oversees preparation of technical reports, coordination with agencies, and incorporation of agency and public comments.

## AINW - CULTURAL RESOURCES



Archaeological  
Investigations  
Northwest, Inc.

AINW is a full-service cultural resource management firm based in Portland, Oregon that provides historical and archaeological services throughout the Pacific Northwest. AINW has been in business for nearly 30 years, completing over 2,300 projects for private businesses and individuals and for public clients including federal and state agencies, local authorities, and Native American Tribes. AINW has regularly assisted with Section 106 of the National Historic Preservation Act, the National Environmental Policy Act, Section 4(f) of the Department of Transportation Act, and local, state, and federal cultural resource regulations, laws, and compliance requirements. AINW's staff of 35 employees includes 22

archaeologists and architectural historians who meet the professional qualifications of the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation.

### JUDITH CHAPMAN, M.A., R.P.A. | SENIOR ARCHITECTURAL/ ARCHAEOLOGIST/HISTORIAN

Judith has been with the firm since 1993 and has worked in these fields for more than 35 years. Judith has extensive experience in managing projects, supervising the assessment of buildings and structures for historic resource surveys, and directing archaeological projects. She is knowledgeable about cultural resource requirements for federal, state, and local compliance and has routinely performed cultural resource surveys for projects under Section 106 of the National Historic Preservation Act and NEPA. She has worked on projects under the FAA and has assisted with cultural resource requirements for several airport developments in Oregon.

#### RELEVANT PROJECT EXPERIENCE:

- Cottage Grove Airport Runway 15-33 RSA Fence, Lighting Improvements, and Bank Protection Project - Cottage Grove, OR
- Roseburg Regional Airport Taxiway Improvement and Runway 16 Extension Project - Roseburg, OR

## QUANTUM SPATIAL - AGIS SURVEYING



quantum  
SPATIAL

Quantum Spatial's experience includes photogrammetry services for over 475 airport mapping projects in accordance with FAA AC 150/5300-16, -17, and -18 guidelines. These projects have ranged from small one runway airports to some of the largest airports in the country. Quantum Spatial continually improves their efficiency by adapting and automating tools and procedures to meet the FAA and other airport-specific requirements.

### ROBERT VANDERMEER | PROGRAM MANAGER

Bob has 14 years of experience and currently serves as Vice President, responsible for all business development activity as it pertains to state, municipal, and county government. Previously, Bob served as the Director of Transportation Programs. He oversaw all transportation business development, including roads, airports, rail, and ports. Bob has served as director on more than 460 airports under FAA 150/5300-16A, -17C, -18B guidelines. His extensive experience has been invaluable in directing mapping projects in accordance with the above mentioned guidelines. He has managed all internal project activities, including overseeing that the airport ground surveys and collection of aerial imagery of the survey area are performed in accordance with the appropriate FAA specifications. Bob has been involved in over 475 18B AGIS projects and submittals.

#### RELEVANT EXPERIENCE:

- Bowers Field Airport, Aeronautical Obstruction Survey; Kittitas County, WA
- Pullman-Moscow Regional Airport eALP; Pullman, WA

#### OTHER OREGON AIRPORT EXPERIENCE:

- |                              |                    |
|------------------------------|--------------------|
| • HRI Hermiston Municipal    | • BNO Burns Muni   |
| • MMV McMinnville Municipal  | • 9S9 Lexington    |
| • 4S9 Mulino State           | • S21 Sunriver     |
| • 62S Christmas Valley       | • TMK Tillamook    |
| • LGD La Grande/Union County | • LKV Lake County  |
| • ONP Newport Municipal      | • ONP Newport Muni |
| • RDM Roberts Field          |                    |

### 3. Recent Successful Experience

#### AIRPORT PLANNING PROJECTS WITHIN LAST 3 YEARS

Century West has an outstanding record of serving/advising airport clients, building and supporting facility visions, delivering projects, and providing responsive service. Our client references are a testament to the success of our relationships, projects, and services we provide to Airport entities. Following is a table of all of Century West's airport planning projects and references within the last three years.

AIRPORT	PROJECT(S)	PROJECT MANAGER	DATES	CONTACT	PHONE NO.
Ashland Municipal Airport	Airport Master Plan	Matt Rogers, PE	2017-current	Scott Fleury	541-552-2412
Bend Municipal Airport	Airport Master Plan	Matt Rogers, PE	2018-current	Gary Judd	541-389-0258
Hermiston Municipal Airport	Airport Master Plan	Matt Rogers, PE	2017-current	Mark Morgan	541-567-5521
Aurora State Airport	Runway Extension Justification Study	Matt Rogers, PE	2018-current	Heather Peck	541-378-3168
Kittitas County - Bowers Field	Environmental Assessment Airport General Services (ongoing) Airport Master Plan	Kurt Addicott, PE David Miller, AICP Matt Rogers, PE	2018-current 2015-current 2015-2018	Mark Cook	509-962-7692
Port of Moses Lake Grant County Int'l Airport	Air Cargo Planning: EA (Airfield Projects) GA Minimum Standards Update	Kurt Addicott, PE David Miller, AICP	2018-current 2016	Rich Mueller	509-762-5363
Yakima Air Terminal	Airport Layout Plan Update & AGIS	Kurt Addicott, PE	2018-current	Robert Peterson	509-575-6149
Southwest Washington Regional Airport	Airport Master Plan	Kurt Addicott, PE	2017-current	Chris Paolini	360-261-8268
Cashmere-Dryden Airport	AGIS Survey & Runway Study	Kurt Addicott, PE	2016-2017	Marilee Campbell	509-630-8295
Sequim Valley Airport	Airport Master Plan	Matt Rogers, PE	2016-current	Andrew Sallee	360-670-3083
Port of Ephrata	Airport Master Plan	Matt Rogers, PE	2016-current	Mike Wren	509-754-3508
Redmond Airport	Airport Master Plan (Subconsultant)	Tom Headley, PE	2016-2017	Zach Bass	541-504-3499
Pearson Airfield	Environmental Assessment	Matt MacRostie, PE	2016-2017	Willy Williamson	360-487-8430
Madras Airport	Noise Zoning Airport Business Plan Update	Nick Snead	2016 2017	Gus Burril	541-475-2622
Davenport Airport	Environmental Assessment	Greg Reince, PE	2015-2017	Steve Goemmel	509-725-4352
ODA- Mulino State Airport	Airport Master Plan	Matt Rogers, PE	2015-2017	Heather Peck	503-378-3168
Auburn Municipal Airport	Runway Extension Study Environmental Assessment Airport Master Plan	Matt Rogers, PE	2017-2018 2015-2017 2012-2015	Jamelle Garcia	253-333-6821
Hillsboro Airport, Port of Portland	Runway Width Justification	Matt MacRostie, PE	2015	Jim McGinnis	503-944-7391
Pendleton - Eastern OR Regional Airport	Airport Master Plan	Matt Rogers, PE	2014-2017	Steve Chrisman	541-276-7754
Hood River Airport	Airport Master Plan	Matt Rogers, PE	2014-2017	Anne Medenbach	541-386-1645
WSDOT - Aviation Division	Nine (9) State Airport Master Plans/ ALP (Phase I & II)	Matt Rogers, PE	2014-2017	Paul Wolf	360-651-6300
Bend Municipal Airport	Bend Helicopter Operations Area Environmental Assessment	Matt Rogers, PE	2014-2015	Gary Judd	541-389-0258
Troutdale - Port of Portland	Airport Master Plan	Matt Rogers, PE	2014-2015	Mitch Hooper (Mead & Hunt)	971-717-6496
ODA- Bandon State Airport	Airport Master Plan	Matt Rogers, PE	2013-2016	Heather Peck	503-378-3168
Lexington Airport	Airport Master Plan	Matt Rogers, PE	2013-2015	Sandi Putman	541-989-9500

**All planning, environmental and engineering studies referenced above complied with FAA AC150/5070-6B, AC150/5300-13A, FAA Order 1050.1E, FAA Order 5050.4B, and other applicable standards.**





## 4. Capability to Perform All Aspects of the Project

### AVIATION PLANNING EXPERTISE

**Our team of airport planners are all based in the northwest and are all pilots.** Our planning is based on an in-depth understanding of FAA standards paired with real world operational knowledge resulting in plans that work for aviators.

**Matt Rogers, PE, and Mike Dane, AICP, will be your primary points of contact for the Airport Master Plan.**

Matt will manage the project and provide assistance with coordination with the FAA and ODA for the master plan, your upcoming FAA/ODA Joint Planning Conference, and ongoing grant assistance. Matt is an excellent project manager and advisor that has worked on airport planning and design projects for more than 20 years.

Senior Airport Planner, Mike Dane is an expert planner and pilot who is passionate about aviation. He will lead the planning effort in a similar fashion to the project he recently completed in Gold Beach that included participation by local Brookings pilots. His understanding of airports as a planner and a pilot provides a unique perspective that translates into workable solutions to address airport needs. Mike is a great communicator who will listen to and understand user needs while working with the City to develop a vision for the Brookings Airport's next 20 years.

**Century West integrates our airport engineering staff into the process to vet alternatives and develop detailed costs estimates that will allow you to plan for adequate funding for your projects. Our team will utilize the extensive experience that James Kirby and Peter Murphy have from previous work on the airfield. Their experience will provide efficiency during the data collection/inventory and ensure constructability through the preferred alternative.**

### EXCEPTIONAL QUALITY AND ATTENTION TO DETAIL

Our airport master plans, ALPs, and associated airport planning studies are consistently recognized by the FAA as superior in terms of overall quality and attention to detail. Our ability to smoothly integrate expertise in areas such as municipal utilities design, storm drainage/water quality, permitting, environmental consulting, financial planning, and land use planning provides a broad base of knowledge that can address the wide range of issues that are anticipated during the planning process.

### AIRPORT MASTER PLANNING APPROACH PROCESS

Our aviation planning projects generally involve FAA or state funding, and we are thoroughly familiar with all technical requirements, including state/federal grant processes. We are also familiar with FAA financial programs, including the AIP Discretionary, State Apportionment, and General Aviation Non Primary Entitlement (NPE) grant programs. We routinely assist our clients with FAA grant applications, project reimbursement forms, DBE program management, design reports, construction reports, and project closeout documentation.

Nearly every airport project we have completed has required close coordination with the Seattle Airport District Office (ADO) of FAA. We understand the FAA's expectations in completing airport projects and are able to anticipate potential concerns and address them before problems can occur. This experience makes us an effective liaison between our clients and FAA staff.

## METHODOLOGY & STATEMENT OF WORK

The technical evaluation required for FAA Airport Master Plans is described in detail in the following summary of tasks. The task efforts are to be performed by Century West, but we have also identified the City of Brookings staff support role for each task. All work completed will be consistent with FAA AC150/5300-13A - Airport Design and AC150/5070-6B Airport Master Plans.

### AIRPORT DATA COLLECTION & FACILITY INVENTORIES

1

The data collection and inventory will document existing airfield facilities and conditions that affect the operation and development of the airport. The inventory will use the current Airport Master Plan as a primary source document; more recent state and federal documents will also be reviewed. Century West will conduct interviews with airport tenants and users to help document recent trends. An assessment of existing structures will be performed to estimate remaining useful life.

The primary objective in the inventory is to provide a current "snap shot" of existing conditions to support subsequent analyses in the master plan update. In addition to documenting current conditions, the updated inventory will provide a benchmark of change that has occurred since the last master plan was completed.

**City's Role:** Provide facility, operational, financial, utilities, and land use data to be defined in the final scope of work for the airport master plan. The City will review the draft Inventory of Existing Conditions chapter and provide comments or additional information, as needed to ensure accuracy.

### AERONAUTICAL ACTIVITY FORECASTS & DEMAND CAPACITY ANALYSES

3

Per FAA guidelines, the airport master plan will include updated activity forecasts including based aircraft, annual aircraft operations, activity peaking, fleet mix, instrument approaches and operations, and distribution between local and itinerant operations. The current and future design aircraft will be identified through the forecast update. As part of the forecast update, a review of the Airport's current based aircraft fleet will be performed in addition to identifying regular transient aircraft operators.

Our team will start with published operations data. We will then work to vet and augment the data with interviews and research to identify addition operations and constrained operations.

**City's Role:** Provide historical aviation fueling data for the available years since the last master plan and current "validated" based aircraft data from the FAA's database to be used as inputs for aviation activity forecasting.

### AGIS SURVEY

2

Curry County, recently completed an AGIS survey at the Brookings Airport. The survey data was collected per Table 2-1 for an "Instrument Procedure Development" (IDP) criteria found in AC150/5300-18B. The AGIS survey was performed because the County and the Airport Users wanted to get an aircraft landing approach that would allow pilots to fly and land at the airport during weather that they are currently not permitted to do so.

Under the upcoming Master Plan, the previously submitted AGIS will be evaluated to determine if the AGIS satisfies the requirements listed in Table 2-1 of AC150/5300-18B for an "Airport Layout Plan (ALP)". The ALP AGIS has additional survey requirements that may or may not have been acquired during the previous IDP AGIS survey. It is not anticipated that additional aerial cartography will be required, however, if required, Quantum Spatial has been added to our team.

**City's Role:** Coordinate with the Century West team to define any unique parameters for the AGIS obstruction survey, including identification and analysis of known built or natural items of concern. The City will review the AGIS work products as they are completed and provide comments or additional information, as needed.

### FACILITY REQUIREMENTS

4

The facility requirements analysis will address the airport's ability to accommodate airside and landside facility needs. The selection of the current and future design aircraft is directly connected to the forecasts of aviation activity described in Task 3. In this task we will translate the forecast and aircraft demand into specific facility requirements. As noted earlier, several areas of special interest exist that we believe will require specific evaluations. These include, but are not limited to: future hangar and apron development areas, drainage and stormwater management, and an evaluation of future development options for general aviation, business aviation, and commercial aviation needs.

**City's Role:** Review the draft Facility Requirements chapter and provide comments or additional information, as needed.



**SUMMARY OF ENVIRONMENTAL STATUS**

5

Our project team will evaluate the status of any known environmental issues during the initial stages of data collection.

This information will be incorporated into subsequent facility requirements, alternatives, and land use and noise analyses. The impacts of storm drainage, and water quality, will be addressed as part of the evaluation. A screening for potential cultural resources will also be conducted.

**City's Role:** Provide copies of any previous environmental studies and cultural resource surveys conducted on the airport or in its vicinity, in addition to any related environmental permits, findings, policies, or ordinances related to the general environment or specific areas such as critical areas protection. The City will review the draft Environmental Review and related memos, and provide comments or additional information, as needed.

**AIRPORT LAYOUT & TERMINAL AREAS PLANS**

7

The previous ALP drawing set will be updated to reflect current conditions, updated master plan development recommendations, and all applicable FAA airport design standards. All of the major development proposed in the CIP will be shown on the ALP in schematic form. All drawings will be prepared in AutoCAD format with color imaging and use of color aerial photography, existing base files and AGIS data.

**City's Role:** Review the draft ALP drawings and chapter, and provide comments or additional information, as needed. The City and/or Curry County will provide available airport drawings in electronic format or hard copy, as needed.

**PRIORITIZED AIRPORT CAPITAL IMPROVEMENT PROGRAM & COST ESTIMATES**

9

The master plan's 20-year CIP will summarize all development and major maintenance projects anticipated during the current planning period. Century West will work closely with City and Airport staff to identify key development priorities to be reflected in the updated CIP. The cost of each project will be listed with the amount of FAA and local sponsor participation defined based on current funding eligibility. The CIP will prioritize projects and provide an annual breakdown of projects for the short-term period (years 1-5), then overall groupings of projects provided for the intermediate (years 6-10) and long-term (years 11-20) periods.

**City's Role:** The City will provide the airport's current State Capital Improvement Program (SCIP), and any updated versions completed during the master plan to ensure consistency between planning and near term development. The City will review the draft CIP chapter, and provide comments or additional information, as needed.

**ALTERNATIVES ANALYSIS**

6

The development of airport alternatives represents a balance of creative and technical elements. The Century West method of creating airport development alternatives incorporates a high degree of analysis ensures that the options are truly buildable and provide a sustainable development path for the Airport. Century West's aviation team is expert in creating highly efficient and functional facility configurations that are also innovative and creative in use of the site.

**City's Role:** Participate in defining the parameters to be used in the evaluation of airport improvements. The City will coordinate with Century West for other projects being undertaken separately that may affect future airport development and facility configurations. The City will review the draft Airport Alternatives chapter, and provide comments or additional information, as needed to facilitate the selection of the City's preferred alternative.

**COMPATIBLE LAND USE PLANNING IN THE VICINITY OF AIRPORTS**

8

The updated airport land use plan drawing will reflect existing land use and zoning on and in the vicinity of the airport, per the requirements of FAA. Updated airport noise contours will be prepared in accordance with FAA standards based on updated aviation activity forecasts. The land use plan drawing will also depict the physical boundaries of any locally adopted airport overlay zones. Century West will obtain all existing zoning and land use mapping from the local jurisdictions for use in updating the drawing(s). Our team will also ensure that land use planning recommendations are consistent with the 2007 Oregon Aviation Plan and the Land Use Compatibility Guidebook.

**City's Role:** Provide land use data and mapping (noted in Task 1). Review the draft Airport Land Use chapter and provide comments or additional information, as needed. In addition to presenting accurate land use information, the coordination with City staff for this task is intended to support the local land use process.

**AGENCY COORDINATION**

Project coordination with federal, state, and local jurisdictions and agencies is a critical element to the success of any long-term planning process. In addition to our **extensive** ongoing coordination that occurs with the FAA Seattle ADO, we have outlined several specific methods for effectively coordinating with all project stakeholders. Our standard practice is to set up bi-weekly conference calls that include City, ODA, and FAA stakeholders with our project team to provide regular status updates and obtain critical feedback from the FAA in a timely manner. To address recent FAA delays, we propose in-person meetings at the Seattle ADO at the forecast, alternatives, and ALP plan set review stage.

**City's Role:** The City will participate in all agency coordination activities and, when required, facilitate intergovernmental coordination meetings.

**FAA COMPLIANCE REVIEW**

Century West is experienced in evaluating airport sponsor compliance issues as they are uniquely defined by the Seattle ADO. We established one of the first approved scopes to address this new requirement in the Northwest region. We will go through a thorough review of compliance with FAA grant assurances. We will also review recycling and waste management.

**City's Role:** The City will provide copies of FAA grant documentation, airport minimum standards documents, and a current schedule of airport rates and fees.

10

**AIRPORT FINANCIAL PLAN**

In concert with the 20-year CIP, an airport financial plan will be prepared that analyzes airport maintenance and operation revenues and expenditures and develops short- and long-term operating strategies. Evaluating the market potential for airport land and the remaining useful life for structures, pavement and other facilities are generally key elements in defining strategies. The financial impact of deferred maintenance will be examined in detail with the goal of creating a realistic schedule for addressing these needs in terms of financial feasibility.

**City's Role:** The City will provide current-year financial statements for the airport for use in developing the financial plan, including budget, staffing, contracted services, historical expense and revenue summaries, and any outstanding debt. The City will review the draft Financial Plan chapter, and provide comments or additional information, as needed.

12

**PUBLIC PARTICIPATION & INFORMATION PROCESS**

In addition to conducting sound technical analyses, the success of the project is dependent on obtaining broad public acceptance. To accomplish this, a well-conceived and executed public involvement process must be completed. The specific design of the public process will be determined in the scoping phase of each project, through in-depth discussions between our project team leaders and the City regarding the desired outcomes, known issues, and a variety of other considerations affecting the specific airport. We understand the City's desire for the public involvement program to engage the entire community. We will assist with a thorough process to establish a Planning Advisory Committee that has broad based community participation to get a wide range of perspectives if the City so desires.

**City's Role:** The City will review and approve the proposed public participation plan prior to final approval of the master plan scope of work. The City will be responsible for all local advertisement of public meetings, unless specifically assigned to the Consultant.

13



## SELECT PROJECT EXPERIENCE

### ASHLAND MUNICIPAL AIRPORT, AIRPORT MASTER PLAN; ASHLAND, OREGON



#### Similarities to Brookings Airport

- Roadway Runway Protection Zone issue
- Challenging terrain for runway extension
- Aircraft parking reconfiguration
- Critical regional asset wild land fire fighting/emergency responsive

**Subconsultants:** PAE, Quantum Spatial, ESA

**Owner's Representative:** Scott Fleury, 541.552.2412

Century West was selected to update the 2005 master plan for the Ashland Municipal Airport, which was also previously prepared by Century West. Ashland accommodates a unique mix of air traffic that includes small general aviation aircraft, turboprops, aerial applicators, air cargo/express, helicopters, and medevac aircraft. The facility needs driven by the mix of users will be thoroughly defined in the master plan analyses. The Airport Commission has identified the development of new hangars and hangar sites, a future fixed-base operator (FBO) expansion, and additional tie-down apron as critical needs to address pent up demand at the airport as key elements of the study. The plan will also address stormwater management required when new improvements are constructed that is regulated under an NPDES Phase II MS4 permit and that stormwater runoff a NPDES 1200-Z permit. Airport fencing has been an ongoing design and coordination challenge in recent years. The FAA's strongly held position that the perimeter fencing must be constructed on the airport property line is directly at odds with the site topography that includes two creeks. Our team will work to develop a plan in coordination with the FAA to fit with the physical constraints of the airport site and FAA requirements. The project also includes an AGIS survey that will provide data on obstructions to the runway Part 77 surfaces including approaches and transitional surfaces.

### BANDON STATE AIRPORT, AIRPORT MASTER PLAN; BANDON, OREGON



#### Similarities to Brookings Airport

- Apron reconfiguration
- Instrument Approach
- Challenging terrain for runway extension
- Unique coastal weather conditions and site conditions

**Subconsultants:** Quantum Spatial, ESA

**Owner's Representative:** Heather Peck, 503.378.3168

Century West was selected by the ODA to update the Airport Master Plan for Bandon State Airport. Technical evaluations for the master plan included runway extension/reconfiguration analyses, planning for new landside developments (business aviation facilities, aircraft hangars, etc.), wetlands, surface access, and stormwater upgrades/modifications.



**AURORA STATE AIRPORT, RUNWAY JUSTIFICATION; AURORA, OREGON****Similarities to Brookings Airport**

- Runway extension challenges
- Extensive ODA/FAA coordination

**Subconsultants:** None**Owner's Representative:** Matt Maass, ODA State Airports Manager

Century West is currently working with the Oregon Department of Aviation (ODA) and Federal Aviation Administration (FAA) on the Aurora State Airport (UAO) runway justification study to better understand existing and future constrained operations at the Airport. The study is a focused effort designed to provide the FAA with the documentation required to justify the runway extension recommended in the previous Airport Master Plan. As part of the study, CWE collected data on airport activity and constrained operations and is coordinating with agencies to identify the remaining steps required to provide justification for the future runway extension.

**MULINO STATE AIRPORT, AIRPORT MASTER PLAN; MULINO, OREGON****Similarities to Brookings Airport**

- Apron reconfiguration
- Runway site constraints
- Hangar development analysis
- Lack of on-site water constraining development
- Roadway/terrain impact on runway extension

**Subconsultants:** Quantum Spatial, ESA**Owner's Representative:** Heather Peck, 503.378.3168

Century West was selected by the ODA to update the Airport Master Plan for Mulino State Airport. Technical evaluations for the master plan included runway reconfiguration analyses, planning for new landside developments (FBO facilities, aircraft hangars, etc.), surface access, and water system (fire flow) analysis. The work included an airport airspace analysis for vertically-guided operations for Runway 14-32. In addition to the airspace analysis, geodetic control of the existing Primary Airport Control (PACs) and Secondary Airport Control (SACs) was validated.

**HOOD RIVER AIRPORT, AIRPORT MASTER PLAN; HOOD RIVER, OREGON****Similarities to Brookings Airport**

- Apron reconfiguration analysis
- Hangar development alternatives evaluation
- Desire to accommodate business growth on airport
- Runway/Road/RPZ issues

**Subconsultants:** AINW, BergerAbam**Owner's Representative:** Anne Medenbach, 541.386.1645

Century West assisted the Port of Hood River in updating the Airport Master Plan for Ken Jernstedt Airfield in cooperation with the FAA to address the airport's needs for the next 20 years. The Airport Master Plan provided specific guidance in making the improvements necessary to maintain a safe and efficient airport that is economically, environmentally, and socially sustainable. The Airport Master Plan focused on defining the current, short-term and long-term needs of airport through a comprehensive evaluation of facilities, conditions, and FAA airport planning and design standards. The study also addressed elements of local planning (land use, transportation, environmental, economic development, etc.) that had the potential of affecting the planning, development, and operation of the airport.

**BEND MUNICIPAL AIRPORT, AIRPORT MASTER PLAN UPDATE; BEND, OREGON****Similarities to Brookings Airport**

- Apron reconfiguration
- Challenging runway extension options
- Desire to accommodate business for revenue generation

**Subconsultants:** ESA, AINW

**Owner's Representative:** Gary Judd, 541.389.0258

Century West has completed all major planning work for the airport dating back to the late-1970s, including four major master plan updates. Bend Municipal Airport has grown rapidly in recent years and has attracted a wide range of aviation related business and a growing locally based business jet and turboprop fleet. It is currently the busiest general aviation airport in Central Oregon and among Oregon's most active airports used by business aviation.

The primary issues addressed in the 2013 Airport Master Plan update included evaluation of runway extension needs, the feasibility of upgrading the runway-taxiway system to accommodate Aircraft Approach Category C and D aircraft, redevelopment of the terminal area to better accommodate business aircraft activity, and accommodating growing levels of helicopter flight training. The master plan included a helicopter landing area siting study and an evaluation of potential industrial development area on and adjacent to the airport. Century West also worked closely with City of Bend and Deschutes County planners and developed new airport zoning ordinance language to replace existing, obsolete zoning.

Our 2002 master plan update led to the construction of a new 5,200-foot runway and dual parallel taxiways, replacing the original runway-taxiway system.

Century West was recently selected to complete the 2018 Master Plan Update.

**HERMISTON MUNICIPAL AIRPORT, AIRPORT MASTER PLAN; HERMISTON, OREGON****Similarities to Brookings Airport**

- Reconfigured existing parking aprons to meet taxilane object free area standards and improve efficiency
- Identified sites for commercial and general aviation hangars on airport property
- Worked with the City and Airport Advisory Committee on special needs including a relocated and expanded agricultural loading area, designated large aircraft parking, and a future FBO hangar facility
- Evaluated shifting a County road within the RPZ and acquiring property to contain the entire RPZ on-airport and plan for a long-term runway extension

**Subconsultants:** AINW, ESA, PAE

**Owner's Representative:** Mark Morgan, Assistant City Manager, 541.567.5521

Century West assisted the City of Hermiston in updating the Airport Master Plan for Hermiston Municipal Airport in cooperation with the FAA to address the airport's needs for the next 20 years. The Airport Master Plan provided specific guidance in making the improvements necessary to maintain a safe and efficient airport that is economically, environmentally, and socially sustainable. The Airport Master Plan focused on defining the current, short-term, and long-term needs of the airport through a comprehensive evaluation of facilities, conditions, and FAA airport planning and design standards. The study also addressed elements of local planning (land use, transportation, environmental, economic development, etc.) that had the potential of affecting the planning, development and operation of the airport.

**EASTERN OREGON REGIONAL AIRPORT, AIRPORT MASTER PLAN & AGIS SURVEY; PENDLETON, OREGON****Similarities to Brookings Airport**

- Apron reconfiguration
- Hangar development analysis
- FAA standards review
- Airport access road in RPZ

**Subconsultants:** Mead & Hunt, Precision Approach, Peak3, Anderson Perry

**Owner's Representative:** Steve Chrisman, 541-276-7754

Century West completed the Airport Master Plan Update for Eastern Oregon Regional Airport. Areas of emphasis included terminal area planning, terminal building re-use/redevelopment evaluations, air service evaluation, facility and operational coordination with on-site unmanned aerial systems test facilities, industrial park infrastructure and land analysis, runway and taxiway systems, and landside facility needs (aircraft hangars, commercial aviation needs, aircraft parking, etc.). The master plan also integrated facility and operational needs of the Oregon Air National Guard at the Airport.

The project also included an aeronautical obstruction survey. The project was done in compliance with AGIS Advisory Circulars and included an airport airspace analysis for vertically guided operations for all runways. The data included imagery, obstacle identification, NAVAID location, and ground survey of airport planimetric data.

#### Planning Projects Completed through Oregon Department of Aviation Contracts

<i>Chiloquin State Airport (2002, 1994)</i>	<i>Mulino State Airport (2016)</i>	<i>Madras Airport (1996)</i>	<i>McMinnville Municipal Airport (2004)</i>
<i>Independence State Airport (1996)</i>	<i>Bandon State Airport (2015)</i>	<i>Illinois Valley Airport (1991, 2000 update)</i>	<i>Columbia Gorge Regional Airport (2004)</i>
<i>Lebanon State Airport (2005)</i>	<i>Prineville Airport (2002)</i>	<i>Grants Pass Airport (1991)</i>	<i>Seaside Municipal Airport 1992)</i>
<i>Wasco State Airport (2000)</i>	<i>Christmas Valley Airport (2002)</i>	<i>Ashland Municipal Airport (2005, 1990)</i>	<i>Myrtle Creek Municipal (1992)</i>
<i>Condon State Airport (2000)</i>	<i>Boardman Airport (2000)</i>	<i>Ken Jernstedt Airfield (2004)</i>	<i>Burns Municipal Airport (1994)</i>
<i>John Day State (now Grant County Regional) (1994)</i>	<i>Hermiston Municipal Airport (1998)</i>	<i>Florence Municipal Airport (1997)</i>	<i>Morrow County Airport (1998)</i>
<i>McDermitt State Airport (2002)</i>	<i>Lake County Airport (1998)</i>	<i>Roseburg Regional Airport (2005)</i>	<i>Joseph State Airport (2002)</i>

**700+** airport projects  
 **40+** years



## 5. Demonstrated Ability to Meet Schedules & Deadlines

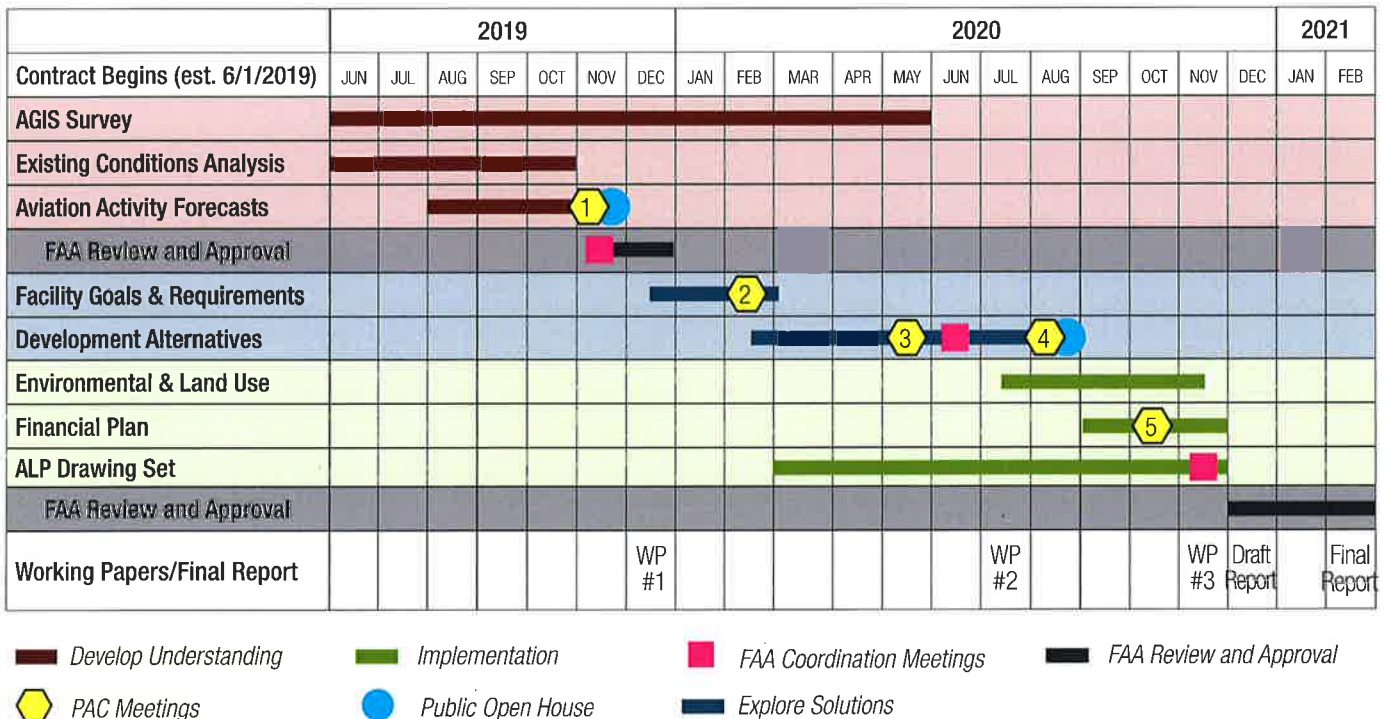
Our firm has an outstanding record when it comes to meeting project delivery deadlines, and we complete 100% of our planning projects within approved budgets. We currently have several projects in various stages of completion that is keeping our staff utilized. All of the projects we have under contract have durations of 2 to 18 months. This means that every month we finish some projects, we have several projects on going, and we start other new projects. See table in Section 3 for our recent project work.

Your project will follow the FAA FY2019 planning grant schedule. From our communication with FAA Planner Valerie Thorsen, the following schedule is anticipated:

1. September/October 2018 – Advertise RFQ and Complete Consultant Selection Process
2. November 2018 to January 2019 – Begin project scoping
3. February 2019 – Sponsor submit draft scope to FAA for review
4. February to March 2019 – FAA/CWE scope review and revision
5. April 1, 2019 – FAA scope concurrence and approval
6. April 2019 – Century West provides project Fee Estimate. City hires another airport planning firm to complete an Independent Fee Estimate (IFE).
7. May 2019 – City provides Record of Negotiation (RON), Fee and IFE to FAA for review and approval
8. May 2019 – City submits final grant application to FAA with FAA approved fee
9. June 2019 – FAA issues grant to sponsor. Begin Master Plan

Based on this timeline, the majority of Century West's current workload identified in Section 3 will be completed or close to it. Our team will have the capacity to dedicate our time and focus to your project. The process outlined above may seem daunting, but our staff navigates these processes routinely. We will do all of the heaving lifting and walk you through the process so you understand the critical deadlines and provide the necessary City involvement when it is required. We will work with you to set the project up correctly, meet critical FAA and ODA grant funding deadlines, and have the paperwork in order so that when it is time to close out the project everything is readily available for an efficient process.

### DRAFT SCHEDULE





## MANAGEMENT & QUALITY ASSURANCE

As Project Manager, Matt Rogers is responsible for project delivery, client coordination, internal project management, and team coordination. Our project manager, along with any of our key team members, will be available to meet with you at any time to discuss issues or concerns. Meeting with our team on a regular basis will benefit you by eliminating misunderstandings that can occur solely by relying on phone calls, faxes, email, and letters.

Not only are we available for project related meetings, we are committed to you as a resource for other efforts as necessary. This may include meetings and presentations with airport staff, attendance at public meetings and presentations, informal meetings with you to scope projects, assisting you with grant applications, or assisting with other tasks at your direction.



### QUALITY CONTROL MANAGEMENT APPROACH

At Century West, we have standard quality control procedures to provide the highest quality of work and avoid errors and omissions on projects. Our standard practice is to manage and deliver our projects in accordance with our company QA/QC plan. At the heart of this program is an independent peer review by an experienced, senior planner or engineer, who is not regularly involved in the project development. This independent set of eyes will review planning assumptions, check concepts/calculations, and perform constructability/standards reviews.

### COORDINATION PROCESS WITH THE CITY

Some of the critical tools or methods that our proposed Project Manager, Matt Rogers, will use to keep your projects on track include:

CRITICAL TOOLS/METHODS TO KEEP YOUR PROJECTS ON TRACK					
Perform <b>initial meetings</b> with Airport Management Staff and other stakeholders to thoroughly scope project details, expectations, constraints, permit and other jurisdictional requirements, and FAA requirements.	Identify and <b>assign clear responsibilities</b> to Century West team members, airport staff, and/or other stakeholders.	<b>Routine bi-weekly coordination</b> calls on our projects to further enhance communication of the consultant team with you and other project stakeholders.	Assess and update a <b>monthly status report</b> (or more frequently as necessary) to identify current schedule and status of project elements, decisions, and pending action items for the Consultant, Airport, or other stakeholders.	Conduct <b>weekly team status meetings</b> to discuss project status, address issues, and develop action items for the next work period.	<b>Attend routine City/Airport meetings</b> to stay apprised of airport needs and related other critical timelines.

## STAFF CAPACITY & RESOURCES

We have the capacity, staff, and resources to complete multiple, simultaneous projects, and we do so on a regular basis. Over the last several years, our aviation staff has completed numerous concurrent projects a year, and each project was completed on time to meet client schedule requirements. This record of performance demonstrates our capacity to manage and produce concurrent projects.

## QUICK MOBILIZATION OF STAFF RESOURCES

Century West's project team and offices are set up to provide cost effective and responsive services to develop the Airport Master Plan and respond to the City's requests and inquiries. Our firm offers the ability to provide key staff on short notice without excessively burdening the project budget with travel across multiple time zones from other states.

Key Staff Member	Availability
Joe Roshak	30%
Matt Rogers	40%
David Miller	40%
Mike Dane	40%
James Kirby	20%
Pete Murphy	20%
Samantha Peterson	40%
Greg Reince	20%
Other key staff	up to 30% of available time as needed

We manage our time and resources to ensure project deadlines and budgets are maintained. We do this by implementing routine weekly resource meetings that evaluate project needs against assigned project staff. As project needs fluctuate, we assign appropriate staff to maintain project progress within assigned budgets.

Matt Rogers, will actively manage the project out of our Bend office. While preparing for our proposal, Matt, James Kirby, Pete Murphy & Mike Dane have made site visits to the airport to meet with City staff. Staffing for the project will come from our Bend, Portland, and Ellensburg offices. The core of our planning team has worked together for more than 15 years delivering projects throughout Oregon and Washington.

*Approximately one half of our firm's 55+ professional and technical staff have significant airport experience and all of whom are available for your project, as needed. Project staff and team members assigned to this contract have worked together for many years. This history of strong working relationships ensures that project work will begin immediately with staff experienced in completing project work with one another.*

## FAMILIARITY WITH FEDERAL & STATE REQUIREMENTS

All of our aviation projects involve FAA and/or state funding, and we are thoroughly familiar with all technical requirements, including state/federal grant processes. Beyond technical knowledge, we have developed a high level of trust with these agencies based on years of providing consistently high quality products while representing the interests of our airport clients. This results in efficient planning projects and well-coordinated, sustainable success in funding airport improvement projects.

By specializing in airport consulting, we are continuously involved in project coordination with FAA, which provides great benefit to our clients. Nearly every airport project we complete requires close coordination with FAA staff in the Seattle Airport District Office. Our staff has worked directly with FAA staff over many years and we understand the FAA's expectations in completing airport projects and are able to anticipate potential concerns and address them before problems can occur. We are continuously involved in project coordination with FAA, which provides great benefit to our clients. We regularly participate in industry review of draft airport advisory circulars prior to publication. Our team closely follows changes in FAA standards and requirements that affect our clients and projects. All of this experience makes us an effective liaison between our clients and FAA staff.

*Our staff has worked directly with FAA staff over many years and we understand the FAA's expectations in completing airport projects and are able to anticipate potential concerns and address them before problems can occur.*

**We are also familiar with FAA financial programs, including the AIP Discretionary, General Aviation, Non-Primary Entitlements (NPE), and Primary Entitlements, and Passenger Facility Charges (PFCs). We routinely assist our clients with FAA grant applications, project reimbursement forms, DBE program management, design reports, construction reports and project closeout documentation.**

**With regard to State requirements, we have extensive experience with the state's Connect Oregon and COAR Programs as sources for project funding. This coupled with our excellent working relationship with the Oregon Department of Aviation enables us to help our clients supplement their FAA projects with state funding resources.**

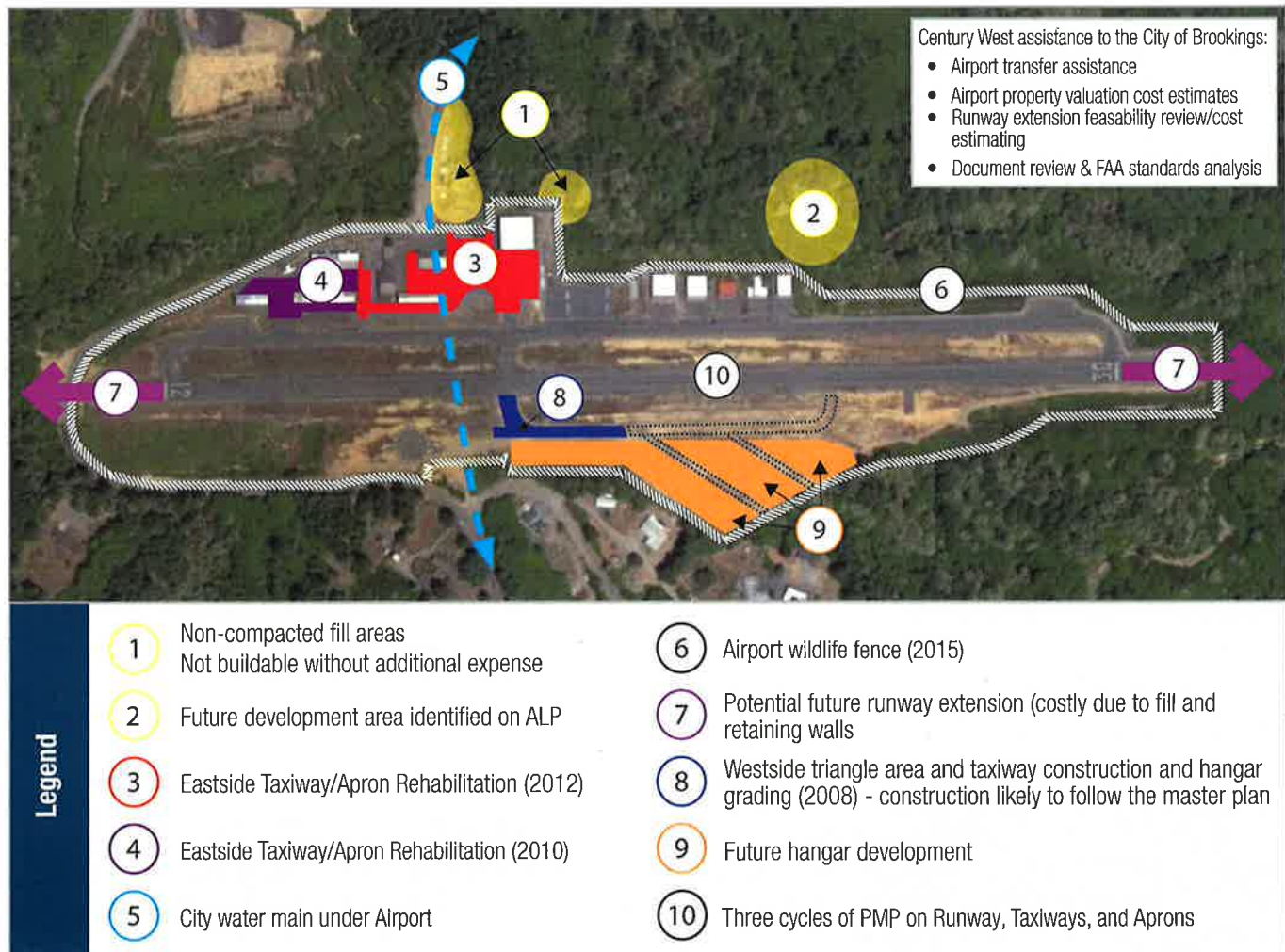


## 6. Understanding of the Project's Potential Challenges and Sponsors Special Concerns

The Brookings Airport (KBOK) is a key transportation link for the City of Brookings and Curry County, and an inclement weather reliever for the Del Norte County Regional Airport (KCEC) in nearby Crescent City, California. Local and package delivery pilots both talk about how often one or the other airport is not available for use due to weather, but often times one of the airports is open because of the difference in elevation between the two. This geographic anomaly provides a unique role for the Brookings Airport to provide a safe haven for general aviation, business, and medivac pilots when KCEC is unavailable.

The airport has a stable base of general aviation users including medivac operations, aviation for business, and recreational flyers. The airport also boasts an active flying club that has been involved in improving onsite pilot amenities like the 100 LL and Jet A fuel systems, airport WIFI, and camera systems. The airport has 15 existing hangar structures and 30 active leases.

Despite 40 additional hangar sites identified on the current Airport Layout Plan and ample room for growth, development has been modest under the County's ownership of the airport. The lack of owner support and on-site utilities has limited development interest at the airport. With the recent completion of City water infrastructure that can serve the airport, this barrier has been significantly reduced. City ownership and support of the airport will allow development interest to be pursued and FAA funded improvement and expansion projects to be realized.



## FAA STANDARDS REVIEW

The FAA requires periodic updates of Airport Master Plans to assess existing facilities to understand rehabilitation needs and also to review conformance with current FAA standards. There have been many changes to the FAA Advisory Circulars in the last few years related to runway, taxiway, and apron configurations. Examples of common deficiencies include taxiways with direct access to the runway, midfield runway crossings, and apron layout configurations that do not provide adequate separation of parked aircraft. Through the planning process, we will review existing and planned facilities for conformance with standards and identify any non-conforming facilities that need to be addressed. Typically corrections to these facilities will not occur until the need arises to complete a rehabilitation project, at which time the facilities will be designed to conform with current standards.

## RUNWAY EXTENSION

Every pilot wants a longer runway. It provides enhanced safety and an increased comfort level for take offs and landings. We have heard from airport users that additional length would be beneficial for their ongoing operations given their aircraft requirements.

The FAA requires justification to allow for a runway extension to be shown on an Airport Layout Plan and often further justification that demand exists before they will fund a runway extension project. The FAA planning process clearly defines the process required to justify a runway extension and all other facility improvements on the airport. The process starts by determining the Design Aircraft for your airport. The Design Aircraft is the most demanding aircraft at the airport that has at least 500 annual operations (take offs or landings). Through the inventory and forecasting portions of the project, we will investigate current based and transient aircraft that use the airport and estimate annual operations to define the Design Aircraft. The dimensions and performance requirements of the Design Aircraft will determine what type of runway extension may be justified at KBOK.

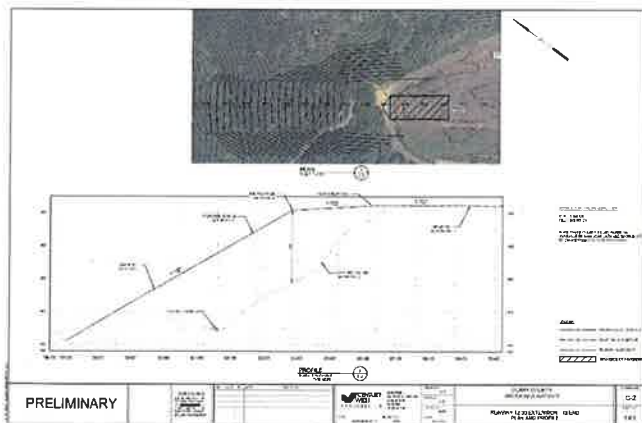
The current runway at KBOK is 2901-feet-long-by-60-feet-wide. The airport is designated as a B- Small airport with a Cessna 340 (twin piston engine pressurized business aircraft) as the current Design Aircraft. Based on our recent visits, we are aware of several aircraft on the field that would have longer runway needs than the current design aircraft. The question will be if these aircraft meet the 500 annual operations substantial use criteria defined by the FAA.

We reviewed the performance criteria for aircraft similar to the Cessna 340. The max weight is approximately 6,000 pounds. It requires about 1,850 feet for takeoff and 3,500 feet for the accelerate-stop distance on a typical summer day in Brookings (68°F/20°C) maximum mean temperature in Brookings' hottest month) at an airport elevation of 462 feet MSL.

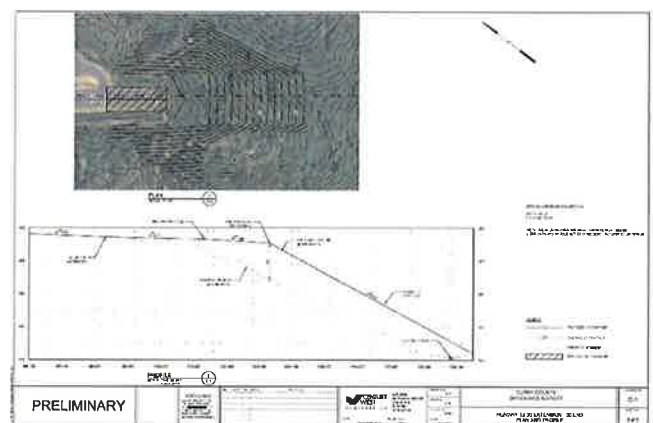
The FAA computer models indicates the required runway lengths at Brookings are:

95% of small airplane fleet	2,940 feet
100% of small airplane fleet	3,520 feet
Small airplanes with 10+ seats	3,980 feet

Based on this and the requirements of the design aircraft, you could possibly justify 3,520 feet of runway length to accommodate the Design Aircraft and enhance safety for the accelerate stop distance for multi-engine aircraft on the field. If a more demanding aircraft is determined to be the Design Aircraft, the justified length could potentially exceed this length. However, given the site constraints, it would likely be cost prohibitive to extend the runway to 3,520 feet.



Runway 12 Extension



Runway 30 Extension



At Gary Milliman's request, our team completed a very preliminary review of a 300-foot runway extension to 3,200 feet as depicted in the figures prior. Extending to the south requires the least fill. Applying unit prices to the estimated quantities, the fill alone would likely be in the \$9M-\$11M range. There are a number of issues that would need to be evaluated further including:

- Additional embankment width to extend the parallel taxiway to the new runway end
- Airport access road tunnel or relocation
- Airport access road potential conflict with extended parallel taxiway
- Retaining wall on the Runway 30 end to avoid impacting the existing creek
- Known slope stability issues on the Runway 12 end
- Retaining walls to avoid existing drainage on the Runway 12 and Runway 30 ends
- Refinement of catch slopes to minimize fill requirements/fit with required retaining structures

Based on this preliminary work, it is apparent that a runway extension will be very expensive. Through the planning process, we will thoroughly evaluate these issues so that a possible runway extension can be considered by the City with a clear understanding of the issues communicated to stakeholder groups that want an extension.

## ROADWAY IN THE RPZ

The FAA has expressed concern about the existing airport access road that is located in the Runway 12 RPZ. Current FAA policy is focused on removing roadways from RPZs wherever possible. FAA has further indicated that non-airport/public use of the roadway is problematic. The roadway grade is below the approach surface from the runway, which is beneficial. Given the site constraints and requirement to provide access to private lands and the City water tank, closing the road to non-airport traffic is not an option. Our planning team will work through the issue with City and FAA staff to come up with a reasonable solution to address the condition.



## EAST APRON PARKING CONFIGURATION

A constant theme that has been conveyed by airport stakeholders is the need to reconfigure the central eastside aircraft parking apron to encourage more efficient use of the pavement and potentially expand the parking area. Currently the apron includes a number of aircraft tie downs, a large central open area, the aircraft fueling area, and airport entrance gate. The current tie down configuration restricts aircraft travel and access across the apron when all tie downs are occupied. In addition to this, package delivery companies routinely park near the entrance gate and block access while they are unloading. Through the planning process we will evaluate the number of tie downs needed for the airport and where they can be best accommodated. We will also develop apron layout alternatives that provide different configurations for tie down locations, taxi-through parking positions for larger aircraft, and possible reconfigurations of the aircraft fueling area.



## WEST SIDE HANGAR DEVELOPMENT AREA

The west side hangar development area is a prepared area with taxiway access that was completed in 2008. Since that time there has not been any hangar development in the area. Now that water and sewer service is a more realistic possibility, this area is prime to address development demand. Through the master plan we will review previous hangar configurations, alternatives to provide a variety of hangar types and sizes, and improved airport access from the west. We will also investigate further the required improvements to provide water and sewer in the area along with associated costs. This will provide the City with the information necessary to respond to hangar development inquiries or to market the area for potential development.





## APPROACH PROCEDURE/MEDIVAC OPERATIONS

Airport users including Cal-Ore Life Flight have expressed the desire for an instrument approach at the Brookings Airport. Century West routinely helps our clients navigate this process with the FAA Flight Procedures Office. The AGIS survey recently completed should provide the necessary information for the FAA to consider and potentially design an approach for the airport. The design of an approach is completed by the FAA, but we can help facilitate the process and address comments from FAA as they review the airport information. We will also work to manage City and stakeholder expectations on the process. The approach procedure design process can take two or more years to complete.

## UTILITIES

In 2016, the City began a \$3 Million project to construct a 500,000-gallon water tank to the east of the airport. The distribution lines were bored under the Airport to the west. The project was intended to supply water and sewer service to the existing underserved residential neighborhoods and the airport. The project also provides capacity for water and sewer services to spur economic growth in 155 acres of recently annexed land acquired by the City.

The existing water service to the airport is a well located on the west side of the runway that has not always been reliable. The water tank project will allow the City to supply the airport with reliable water and sewer connections as well as fire protection for existing buildings and future development on airport property.

The upcoming Airport Master Plan will provide an opportunity to review on-airport water and sewer service needs to develop a plan and cost estimates to upgrade service for existing users and accommodate future growth.

## AGIS SURVEY

Curry County recently completed an AGIS survey at the Brookings Airport. The survey data was collected per Table 2-1 for an "Instrument Procedure Development" (IDP) criteria found in AC150/5300-18B. The AGIS survey was performed at the request of the County and the airport users want an aircraft landing approach. An improved approach would allow pilots to fly and land at the airport during weather that they are currently not permitted to do so.

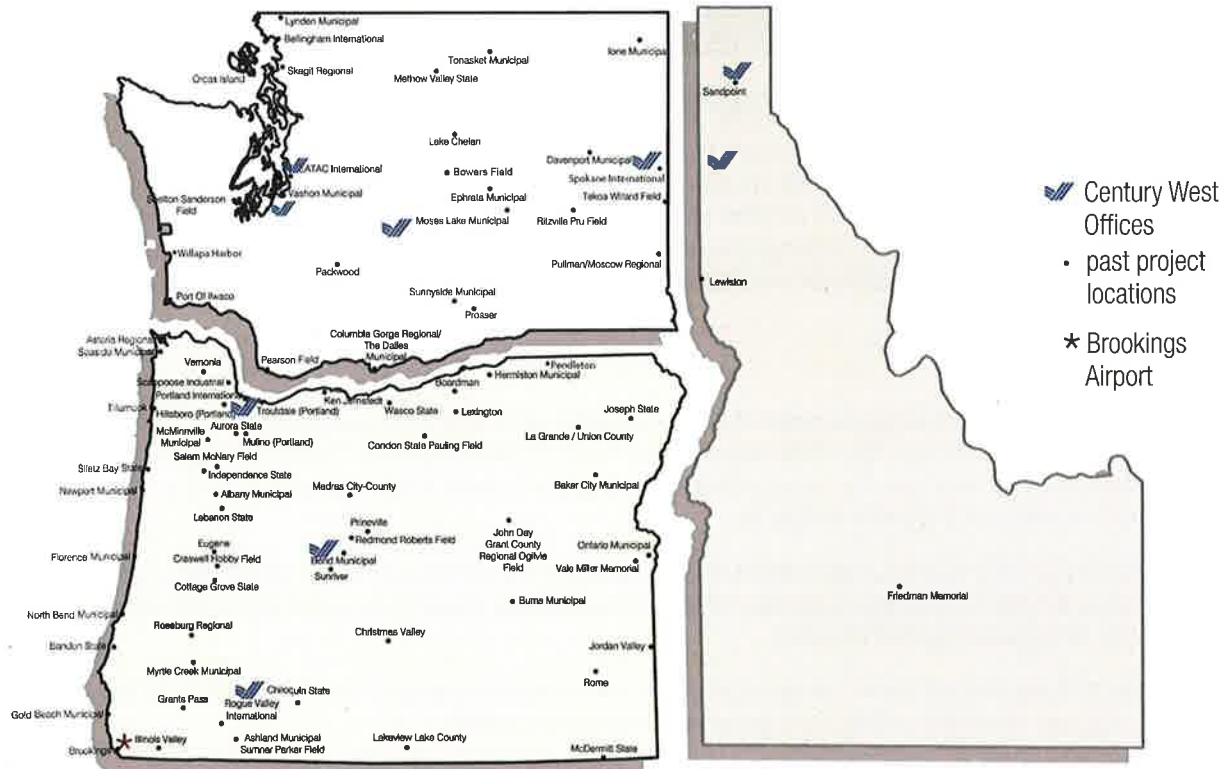
Under the upcoming Master Plan, the previously submitted AGIS will be evaluated to determine if the AGIS satisfies the requirements listed in Table 2-1 of AC150/5300-18B for an "Airport Layout Plan (ALP)." The ALP AGIS has additional survey requirements that may or may not have been met during the previous IDP AGIS survey. It is not anticipated that additional aerial cartography will be required; however, if required, Quantum Spatial has been added to our team together this information.

## AIRPORT REVENUE/ECONOMIC DEVELOPMENT

The cost of operating an airport is significant. Our team will review airport financials, lease rates, and other revenue sources, and provide information on industry norms to assist Airport Management in financial planning for the airport. We routinely conduct rates and fee studies at airports throughout the region and will update these numbers for your plan. This will provide tangible data that can be used to inform the City of Brookings and airport users. We also can provide a range of additional business planning services through our own resources or by using specialty consultants to address specific issues. Our financial planning work will be integrated with the development of the five-year CIP, summary of grant opportunities (FAA, COAR, Connect Oregon, etc.), and typical operating budget information to provide an overview of future budget needs to implement the desired CIP projects.

## 7. Degree of Interest Shown in Undertaking the Project/ Familiarity with and Proximity to the Geographic Location of the Project

Century West is very familiar with the Brookings Airport through our staff's recent and long history of engineering and planning work at the airport. Over the last year we have served as a resource to the City to provide background and updated information to assist in the transfer of the airport from the County to the City. We have spent time at the airport meeting with City staff and airport stakeholders to further understand your future vision for the airport. We are committed to continue in our role as an advisor to the City as you work to develop a plan for the next 20 years at the airport.



### PROXIMITY TO THE GEOGRAPHIC LOCATION OF THE PROJECT

Staff from our Bend, Portland, and Southern Oregon, and Ellensburg, Washington offices will all be involved in the completion of the Airport Master Plan. Our team is able to productively and effectively manage and design our projects, meet client needs and expectations, and minimize project travel requirements. This same team is currently working on the Ashland Airport Master Plan that will be completed by the time your project gets underway.

The staff included in our proposal are all familiar with the area. For your project, the amount of travel necessary will be a function of project needs and the number of on-site meetings that may be required. Whenever possible, our travel will be combined with other airport related work in Southern Oregon to help reduce costs. We have an exceptional ability to manage and execute projects independent of the project location. As an airport consulting firm, Century West is capable of serving clients in multiple regions, with a client base extending throughout Washington, Oregon, and Idaho. Our entire project team is available to meet with you as needed throughout the project and can respond quickly and cost effectively. Not only are we available for project related meetings, we are committed to you as a resource for other efforts as necessary.



# References

	Gary Judd Bend Municipal Airport 541-389-0258
	Scott Fleury Ashland Municipal Airport 541-552-2412
	Heather Peck Oregon Department of Aviation 503-378-3168
	Gus Burril Madras Municipal Airport 541-325-0308
	Rich Spofford McMinnville Municipal Airport 503-434-7312



**WASHINGTON**

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BOTHELL | 425.286.6602  
ELLENSBURG | 509.933.2477  
FEDERAL WAY | 253.838.2507

**OREGON**

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CENTRAL POINT | 541.690.1126  
PORTLAND | 503.419.2130

**IDAHO**

COEUR d'ALENE | 208.758.0620  
SANDPOINT | 208.946.4380


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# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: October 8, 2018

Originating Dept: PWDS


  
\_\_\_\_\_  
Signature (submitted by)  
  
\_\_\_\_\_  
City Manager Approval

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Subject: City Hall Seismic Retrofit - Contractor Selection

Recommended Motion: Motion to authorize the City Manager to enter into an agreement with Ausland Group as the prime contractor for the City Hall Seismic Rehabilitation project.

Financial Impact: The City received a Seismic Rehabilitation Grant award of \$1,287,988 from Business Oregon for the seismic rehabilitation of the Police and Fire Station wings of the City Hall Complex. A local Match of \$209,672 is required and will draw from the General Fund and/or Urban Renewal Fund expenditures in fiscal 2018-19 and 2019-20.

Approved by Finance & Human Resources Director: 

Background/Discussion: Grant funds will pay the total amount of the architectural and engineering fees, estimated at \$164,500. WRK Engineering was selected in 2017 to prepare construction documents for the project and currently at sixty percent complete.

Selecting a building contractor at this stage of the design and construction document phase is important as a contractor with experience in this type of work can assist in value engineering as well as provide the engineer with true construction costs.

Staff advertised and received two Requests for Qualifications (RFQ's) from Ausland Group and Vitus Constriction Inc. Staff has reviewed the qualifications of both and is recommending the selection of Ausland as they possess a strong history of providing similar construction services locally. Ausland is currently under contract with Brookings Harbor School District for seismic retrofit rehabilitation of all school buildings.

Attachment(s):

- a. Ausland Group Submitted RFQ





# Request for Proposals

## CM/GC Services for Fire Department and Police Department Seismic Retrofit Project

### Submitted to:

City of Brookings  
Attn: Tony Baron, Parks & Planning Director  
898 Elk Drive  
Brookings, OR 97415

### RFP Contact:

Kelsy Ausland, PE, President  
3935 Highland Avenue  
Grants Pass, Oregon 97526  
541.476.3788 | [kausland@auslandgroup.com](mailto:kausland@auslandgroup.com)

July 27, 2018 3:00pm



**AUSLAND**  
GROUP

3935 Highland Avenue  
Grants Pass, OR 97526  
(O) 541.476.3788

130 A Street, Ste #6F  
Ashland, OR 97520  
(O) 541.482.0923

321 Mill Street, Ste #3  
Eugene, OR 97401  
(O) 541.345.1094

www.auslandgroup.com



July 27, 2018

City of Brookings  
Attn: Tony Baron, Parks & Planning Director  
898 Elk Drive  
Brookings, OR 97415

Re: **Request for Proposals – Construction Manager/General Contractor – Seismic Retrofit Project**

Dear Mr Baron,

Ausland Group is pleased to submit this proposal for Construction Manager / General Contractor (CM/GC). We recognize this important milestone for the Brookings community in preserving the police and fire station for years to come. As you review our proposal, please note our unique strengths:

- **Seismic Rehabilitation – Fast-Track Experience:** Our team has a track record of delivering similar projects under-budget and ahead of schedule.
- **Stretch Your Dollars:** While every contractor should be expected to complete the bare essentials of your seismic rehabilitation on-budget, Ausland will work tirelessly to stretch every dollar. **In 2017, we completed four Seismic renovation projects under budget and without delay.**
- **CM/GC Expertise:** We are more than just a contractor. Drew Gilliland of SOU says Ausland, *"delivered one of the best value projects ever."* This is because of the technical expertise we bring to the pre-construction planning of our projects.
- **Great local team.** Ausland's own labor forces are anticipated to perform the majority of the work, guaranteeing a superb quality of construction and safety. Our Project Manager and Superintendent for your project both live in Eagle Point.. Our relationships with regulators and subcontractors lead to successful pricing and successful projects.

Ausland is a resident Proposer as defined in ORS 279A.120 and will comply with the provisions of ORS 279C.800 – 279C.870 or 40U.S.C.276a. We are confident our team and skillset represent the best value for City of Brookings. We look forward to this opportunity to work together.

Sincerely,

Kelsy Ausland, PE, President / RFP Contact Person  
kausland@auslandgroup.com  
3935 Highland Avenue  
Grants Pass, OR 97526  
Ph. (541)659-8729 Fax. (541)475-2313

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## 2. Firm Experience

### Firm Description

Ausland Group is a family-business, founded in Grants Pass with a 70-year history of providing engineering and construction services. Our staff is uniquely qualified and experienced in seismic renovation. **In fact, nearly 50% of our work is renovation projects, the majority from repeat clients.** We have earned this trust through our consistent ability to deliver creativity and value to these projects with our technically-minded team.



Ausland served as program/construction manager for the school district to renovate Applegate Elementary School. The 100-year-old school house received a comprehensive seismic upgrade, modernization to mechanical & electrical systems, and architectural finish renovations.

### Project Experience: Seismic Renovations are our Specialty

Ausland has a track-record of delivering **100% of our CM/GC renovation projects within budget.** Our portfolio includes seismic upgrades to numerous public buildings, including a Police Station, Fire Station, City Halls, K-12 Schools, and Universities.

In fact, where other General Contractors have failed to provide a Guaranteed-Maximum-Price (GMP) within budget, Ausland has been hired to complete their projects. In 2017, this includes the Butte Falls Charter School and Southern Oregon University Theatre Expansion/Renovation. Our tenacity for successful outcomes, combined with technical experience, make Ausland the local leaders on CM/GC projects.

#### CCB License Number

172333

#### Organization

S-Corporation, Family Owned, Founded 2002  
Aaron Ausland, CCM | CEO  
Kelsy Ausland, PE | President  
Greg Ausland, PE | Principal

#### Bonding Capacity

We have a bonding program with CNA Surety in excess of \$25 million, and \$15 million for any single project. We have never been denied a bond and have never failed to complete a project.

**(See appendix for Certified Letter)**

#### Annual Volume in Millions

Year	CM/GC	Design/Build	General Contractor	Total
2017	\$12.0	\$7.5	\$7.5	\$27.0
2016	\$11.0	\$6.0	\$7.0	\$24.0
2015	\$8.3	\$8.5	\$6.5	\$23.3
2014	\$12.5	\$3.5	\$4.6	\$20.6
2013	\$8.0	\$0.6	\$10.1	\$18.7

#### Offices

Grants Pass (Headquarters)  
Ashland  
Eugene

## Specific Facility Experience

We bring robust experience with seismic renovations for public facilities. Our innovation, teamwork, and discipline project controls provide reliable and exceptional results. We have delivered 100% of our GMP's within budget.

We have performed work on over 50 projects in the past 10 years for Federal, State and Local clients, with **ZERO CLAIMS** and no assessed liquidated damages. Earning the trust of the public, over 50% of our work is repeat clients.

Project Name	Project Description	Project Location	Public Agency	Seismic Upgrades	Remodeling
Applegate Elementary Seismic Upgrades	\$826k; 101-year old school seismic renovation	Applegate, OR	•	•	•
Kalmiopsis Elementary Seismic Upgrades	\$1.26M; Seismic Renovation	Brookings, OR	•	•	•
Harrisburg Elementary Seismic Upgrades	\$1.23M; Seismic Renovation	Harrisburg, OR	•	•	•
Yoncalla Elementary Seismic Upgrades	\$1.24M; Seismic Renovation	Yoncalla, OR	•	•	•
North Medford High Auditorium Seismic Retrofit	\$1.2M; Renovations & Additions	Medford, OR	•	•	•
Ruch Elementary Seismic Upgrades	\$1.2M; Seismic Renovation	Ruch, OR	•	•	•
Ashland Police Station Seismic Retrofit and Expansion	\$269k; Mechanical upgrades	Ashland, OR	•	•	•
University of Oregon, Agate Hall Remodel	\$2.3M; Renovation, including seismic	Eugene, OR	•	•	•
Wallowa County Courthouse Remodel	\$2M; Seismic Rehab and remodel of Historic Bldg	Enterprise, OR	•	•	•
Springfield City Hall Seismic Upgrades	\$154k; Seismic Renovation	Springfield, OR	•	•	•
SOU/JPR Theatre Renovation	\$11.5M; Renovation, Seismic Upgrade	Ashland, OR	•	•	•
Jacksonville Courthouse Remodel	\$206K; Seismic upgrade and renovation	Jacksonville, OR	•	•	•
Langlois Fire District Seismic Renovation	\$249k; fire station seismic renovation	Langlois, OR	•	•	•
Duff Water Treatment Plant Seismic Upgrades	\$1.7M; Seismic rehab of existing WWTP	White City, OR	•	•	•
US Forest Service Smith River Fire Warehouse Restoration	\$850k occupied renovation and seismic retrofit	Gasquet, CA	•	•	•
Wolf Creek Inn Historic Restoration	\$750k phased renovation and seismic retrofit	Wolf Creek, OR	•	•	•
Medford Water Commission Reservoir Seismic Retrofit	\$767k; 5MG reservoir seismic retrofit	Medford, OR	•	•	•

**Note: See pages 10 & 11 for chart with detailed listing of dollar amounts, designers, and references.**



## Jacksonville Courthouse Seismic Renovations



- ✓ Seismic Renovation
- ✓ Under-Budget by 35% (savings to City!)



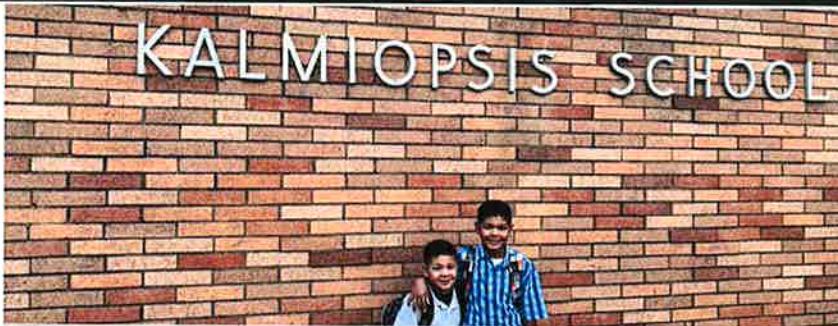
Jacksonville, OR - Listed on the National Historic Registry, the preservation of the Jacksonville Courthouse, including its existing features, was of the highest importance. This seismic renovation included installing brackets and hardware to the original wood joists and anchoring them to the existing masonry walls to reinforce and strengthen the building and prevent the floors and roof from possible collapse in case of a seismic event.

“

*Ausland displayed a high degree of competency in their understanding of the overall building process, scheduling, maintenance of jobsite safety, and in enforcing the quality standards of our project... I highly recommend Ausland for renovation and construction projects.”*

- Jeff Alvis, City Manager, City of Jacksonville

## Kalmiopsis Elementary Seismic Upgrades



- ✓ Seismic Retrofit
- ✓ Under-budget
- ✓ Self-perform labor crews saved money

Brookings, OR - Ausland was selected as the CM/GC providing pre-construction, value engineering and construction services. This \$1.3M seismic rehab project consisted of structural rehabilitation, shear walls, foundation work, and replacement of interior finishes. (2017)

“

*I have worked with many contractors during my career as a school superintendent and have found Ausland to be the very best. They were always willing to go the extra mile to ensure that the district was pleased with the results.”*

- Sean Gallagher, Superintendent, Brookings-Harbor School District



## Azalea Middle School Seismic Rehabilitation



- ✓ Seismic Retrofit
- ✓ Public Facility

Brookings, OR - This CM/GC seismic renovation consists of removal and replacement of the roofing system, sheathing, and finishes, including dry-wall, electrical, HVAC systems. The seismic upgrades to structural systems include the shear walls, blocking, hardware and steel plates. **(Present)**

“

*Ausland performing the design/build, has significantly enhanced the success of the project, from planning as represented by the safety and culture of safety on this project to the productivity we are seeing during construction, and they are significant enhancements. We are incredibly pleased by the Ausland Team and look forward to continuing success of the project”.*

- Sean Gallagher, Superintendent, Brookings-Harbor School District

## Brookings-Harbor High School Seismic Rehabilitation



- ✓ Seismic Retrofit
- ✓ Public Facility

Brookings, OR - Ausland was selected as CM/GC on this seismic rehab project that includes a roof replacement, removal of finishes, and replacement of electrical and dry-wall, plumbing and HVAC systems, civil/foundation and footings, and the addition of shear walls, hardware and sheathing. Structural upgrades include large buttress seismic improvements. **(Present)**

## Ashland Police Facility



- ✓ Occupied Campus
- ✓ Public Safety Facility

Ashland, OR - Ausland delivered a fast-track renovation and expansion to the Ashland Police Department, keeping the facilities fully operational during every stage of construction. The project came in under-budget, allowing change orders to increase the project scope for the benefit of the police force. **(2003)**

“

*...the Ausland Group has been great to work with and the quality of their work has been outstanding...Ausland has worked with the department during every stage of the project to minimize the impact of construction on police operations.”*

- Terry Holderness, Chief of Police, City of Ashland

## Langlois Fire Protection District Seismic Upgrades



- ✓ Seismic Retrofit
- ✓ Fast-Track (60 days)
- ✓ Public Facility

Langlois, OR - This **\$275k** project was a fast-track renovation of an aging facility for the Langlois Rural Fire Protection District. Planning ahead allowed us to turn-key the renovation in less than 60 days. This allowed the public safety facility to re-open sooner than planned. (2013)



*Ausland did a great job and I'm pleased to recommend them for future work. "*

*- Michael Murphy, City Administrator*

## University of Oregon – Agate Hall Renovations



- ✓ CM/GC with GMP under budget
- ✓ Occupied Campus

Eugene, OR - Ausland performed a **\$2.3M** historic renovation of Agate Hall to accommodate the American English Institute program. Pre-Construction services were critical to ensuring that the vision could be completed within budget. The team met weekly, to provide up-to-date budget and schedule to ensure no delays to the project. (2016)



*[Ausland] has delivered on their promise to be completely dedicated to being available and solving issues during the preconstruction phase of the Agate Hall Renovation. While everyone says it, [Ausland] actually does it."*

*- Cathy Soutar, UO Director of Planning & Facilities*

## Harrisburg Elementary Seismic Upgrades



- ✓ Seismic Retrofit
- ✓ CM/GC with GMP on-budget

Harrisburg, OR - Ausland performed a **\$1.1M** Retrofit as CM/GC-GMP. The existing building is a concrete structure with timber truss roof. The rehabilitation included new roof structure, strengthening of existing concrete walls, seismically isolating gymnasium building, and new select interior finishes. (2017)



*[Ausland's] openness about problem solving the many challenges for the seismic project was important, as we had to stay on time and on budget. They created a great solution through the process and were willing to listen to the needs of our teachers, staff and School Board."*

*- Bryan Starr, Superintendent, Harrisburg School District No. 7*



### 3. CM/GC & Related Experience

#### Technical experts that get you more for your dollar.

Our local and creative team will work diligently at finding savings to add to your bottom line – this is why we excel at CM/GC. Our precise budgeting, constructability reviews, and value engineering lead to efficient designs, saving you money. *(See detailed chart on page 10 and 11)*

**Ausland has delivered every single CM/GC project awarded to our firm, within the established budget.** In 2017, this includes six CM/GC projects, including the SOU Theatre Expansion which was previously over-budget by another contractor. More recently, Butte Falls School District terminated their contract with another contractor who failed to meet budget and is working with Ausland now through a value-engineering process.

#### Why are 100% of Ausland's CM/GC projects within budget?

- **Collaboration:** As a truly integrated design-build company, we know how to solve constructability challenges inherent to seismic upgrades and renovations. We enjoy our collaborative partnership with WRK Engineers in solving design challenges together.
- **Creativity:** There are multiple ways to approach every seismic challenge. We enjoy thinking through these scenarios and coming up with the most creative, cost-effective way to get the seismic results.
- **Grit:** We work tirelessly to achieve your objectives. We maintain a steadfast commitment to every one of our clients and projects to ensure they are successful.
- **Technical Expertise:** Ausland is an expert in seismic renovations, completing dozens of projects requiring retrofits in sensitive environments including schools and historic buildings.

### AllCare Health Headquarters



- ✓ CM/GC
- ✓ Community Facility

Grants Pass, OR - Ausland Group led the development, design, and CM/GC delivery of the new AllCare Health Headquarters located in Grants Pass, Oregon. The building includes offices, training facilities for public health education, as well as services for local partnerships (such as Josephine County Public Health). The project was completed in 2017 by Ausland for less than the original budget established in 2014, in spite of market escalation.



*AllCare Health's Headquarters have become the cornerstone of a burgeoning new medical campus. We highly recommend Ausland for their professionalism, ability to drive results, and passion for creating great projects in our community."*

- Twila Farris, CFO, AllCare Health



## Applegate Elementary School Seismic Upgrade



- ✓ Seismic Renovation
- ✓ Renovation
- ✓ Public Contract

*Applegate, OR* - Ausland spearheaded grant writing, design and rehabilitation of the historic, 100-year old school. The building had been condemned due to structural deficiencies. Ausland stretched the grant dollars to perform not only a seismic retro-fit, but also mechanical upgrades and finish restorations to the benefit of the client and community. The district hoped to stretch grant award dollars to maximize the benefit. Ausland worked within the confines of the grant to achieve HVAC upgrades and finish renovations to benefit the school district.



*We would not have been successful without Ausland's relationship with the funding organization and the high level of credibility and clarity they brought to the technical requirements."*

- Kara Olmo, Owner, Wooldridge Creek Winery, Community Advocate

## SOU Theatre Renovation & JPR Headquarters



- ✓ Renovation in occupied buildings/campus
- ✓ Value-engineering effort leveraged "wish-list"
- ✓ Public Contract

*Ashland, OR* - SOU reached out to Ausland when their CM/GC contractor failed to provide an agreeable GMP price for construction. SOU was blindsided by a 30% increase from the contractor's preliminary estimates. Ausland accepted the challenge, gathering our construction professionals and engineers together, and built a roadmap to a value-engineering solution. **Ausland brought the project from \$14.5 million, down to \$10.5 million, without reducing the size of the building additions or renovation.** Later, SOU increased scope \$1 million with additional funding that came available.



*Prior to Ausland being selected as CM/GC, SOU's Theatre and JPR Headquarters project was challenged by budget overages as the market escalated. SOU selected Ausland Group as CM/GC to address these budget overages as Ausland promised an "all hands-on deck" approach to deliver this project to the University. Ausland did an outstanding job on finding value savings in system selection, engaging local subcontractors, and working with the entire SOU, Architect, and Engineering teams together to make this project a reality."*

- Drew Gilliland, Director Facilities, Southern Oregon University

## Yoncalla Elementary Seismic Upgrade



- ✓ CM/GC-GMP under budget
- ✓ Self-Perform Crews saved \$100,000
- ✓ K-12 Seismic Retrofit

Yoncalla, OR - Ausland was selected as the CM/GC for this **\$1.2M** seismic project, which included pre-construction services with a GMP. The classroom buildings are wood structures and the gymnasium building is reinforced CMU building. The rehabilitation included new roof sheathing with new roofing package, select existing structure strengthening, new wood shear walls, new covered walkway moment frames, and new gymnasium HVAC system.



*Working with Ausland Group, I felt like we were always working together for the District's best interest."*

- Brian Berry, Superintendent, Yoncalla School District

## Rogue Community College, Business Education Center

Kerby, OR - RCC hired Ausland, aware that their project as programmed was over-budget and well-behind schedule. When Ausland stepped in, they helped the team reassess their approach which allowed RCC to accomplish all their goals – delivering a renovation and expansion of a 100-year old building in alignment with their funding.

- ✓ CM/GC-GMP on-budget
- ✓ Occupied Campus
- ✓ Aging facility



*Ausland served in the capacity of CM/GC for a project known as the Illinois Valley Business Entrepreneurial Center. The project consisted of expanding and renovating a 70-year-old school into a multi-use facility to accommodate business development, an art gallery, and college classes.*

*Due to a federal funding deadline, the project was very time sensitive, and upon schematic design preliminary budgeting, it became clear the project was also under-funded. Ausland met these challenges head-on by finding creative solutions for design and construction that ultimately enabled the project to meet all of the college's goals. For example, the project initially had been anticipated by our design team to be a separate building from the existing facility which turned out not to be economically feasible or in the best interests of the long-term facility planning. Ausland met this challenge by identifying these facts and recommending a partial expansion and renovation to the current facility – which proved to be less expensive, easier to maintain, and leveraged badly needed renovations to an existing college facility.*

*With this, I find Ausland's staff to be creative, of high character and extremely professional. I would be happy to recommend Ausland to future potential customers/clients."*

- Peter Angststadt, Ph.D. President, Rogue Community College



# YONCALLA HIGH SCHOOL

P.O. Box 568 • Yoncalla, OR 97499

Telephone: (541) 849-2175

Fax: (541) 849-2669

October 17, 2017

I am pleased to provide the following letter of recommendation for Ausland Group. Ausland Group was the general contractor for the recently completed Yoncalla Elementary School Seismic Grant project. The project was a 1.5-million-dollar venture for seismic upgrades and renovations.

I was personally impressed with the effort, abilities and professionalism of the Ausland Group and their employees and subcontractors. From the start of the project they brought a level of energy, attention to detail and a genuine concern for the well-being of this district. When problems arose, they offered practical solutions and were proactive in making changes that fit the cost constraints of this particular project and our district. Working with Ausland Group, I felt like we were always working together for the District's best interest. Throughout the project Ausland Group used their talents in human relations and networking skills to communicate with the engineers, subcontractors on the project and with the community to facilitate a smooth operation.

I will recommend and look forward to working with Ausland Group on future projects. I sincerely hope that you will give them your fullest consideration for your project. They are ethical, have an impeccable safety record and are interested in meeting the needs of their clients. If you would like to speak with me directly about our experience, don't hesitate to contact me.

Respectfully,

A handwritten signature in cursive script that reads "Brian Berry".

Brian Berry, Superintendent

Yoncalla School District



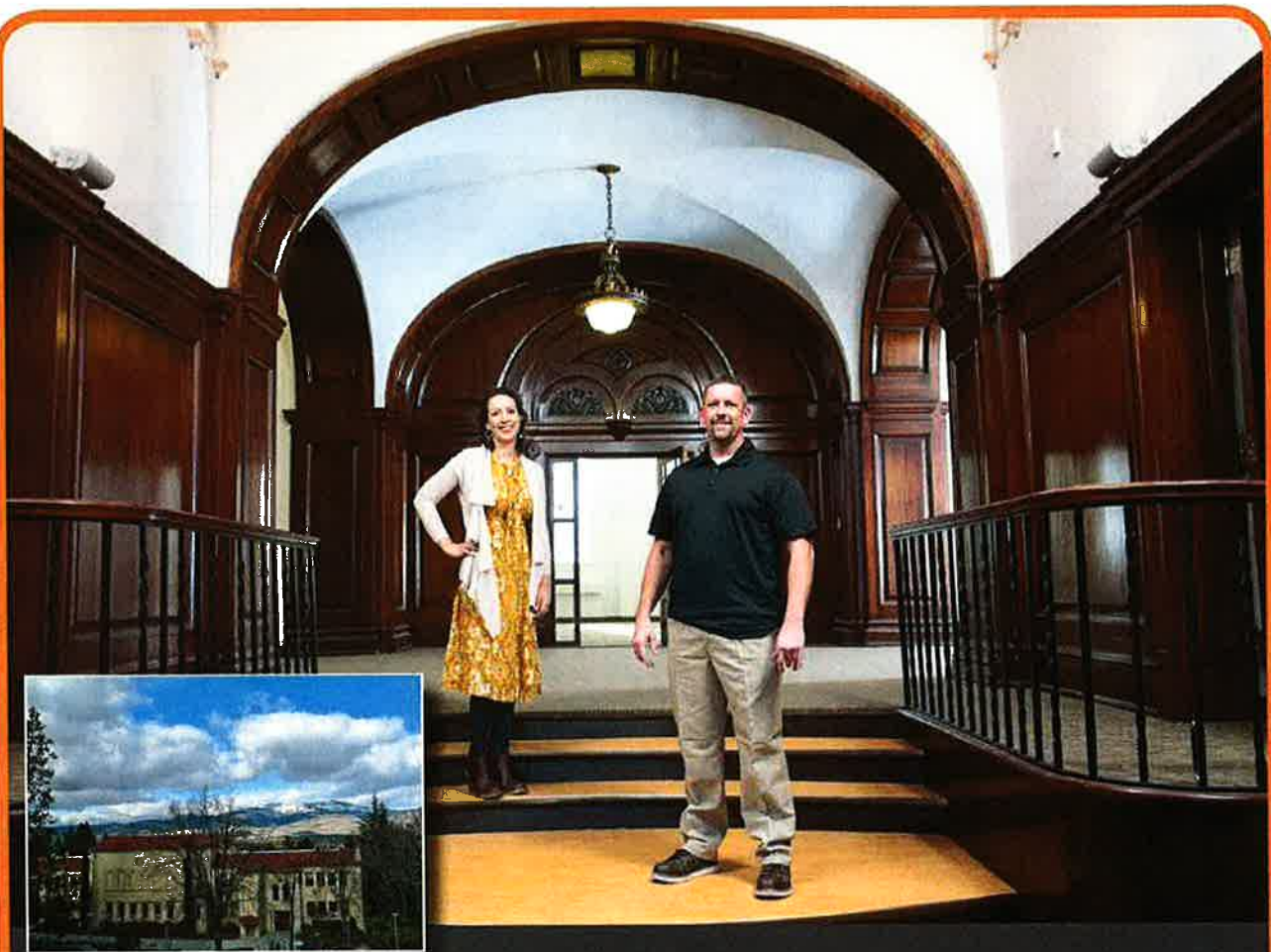
## Project Experience | CM/GC and Related Experience

*Note: Several projects listed are showcased under both Sections 2 and 3 to meet the RFP requirements. Ausland teams served as CM/GC, Design/Builder and/or General Contractor on these public projects.*

Project Name	City (Oregon)	Project Description	Completion Date	Owner	Owner Contact	Owner Phone
SOU Theatre Renovation & JPR Expansion Project	Ashland	Renovation & Addition to Existing 2 Story Theatre	Sept-17 Ph1; In-Progress P2	Southern Oregon University	Jim McNamara	(541) 552-6888
Harrisburg Elementary Gymnasium Seismic Retrofit	Harrisburg	Seismic Upgrade & Renovation	Aug-17	Harrisburg School District 7J	Brian Starr	(541) 995-6626
Kalmiopsis Elementary Seismic Retrofit	Brookings	Seismic Upgrade & Renovation	Aug-17	Brookings Harbor School District 17J	Sean Gallagher	(541) 469-7443
Yoncalla Elementary Seismic Retrofit	Yoncalla	Seismic Upgrade & Renovation	Aug-17	Yoncalla School District 32	Jan E. Zarate	(541) 849-2782
Ruch Elementary Seismic Retrofit	Yoncalla	Seismic Upgrade & Renovation	Aug-17	Medford School District 549C	Julie Barry	(541) 842-3850
City of Springfield City Hall Seismic Bracing - Package 3	Springfield	Bracing the tops of the concrete masonry unit (CMU) wall to the plywood roof diaphragm	Apr-17	City of Springfield	Terri White	(541) 726-3628
University of Oregon Agate Hall Renovation	Eugene	Interior Renovation	Jan-17	University of Oregon	Gene Mowery	(541) 346-5593
AllCare Campus Phase 1 Construction	Grants Pass	New Construction	Dec-16	AllCare Management, LLC	Twila Farris	(541) 471-4106
Liberty Pointe Apartments Rehabilitation	Winston	Rehabilitation	Oct-16	United Community Action Network	Michael Fieldman	(541) 672-3421
Wallowa County Courthouse Restoration Phase 1	Enterprise	Historic Preservation	Sept-16 Ph 1; In-Progress Ph 2	Wallowa County	Commissioner Susan Roberts	(541) 426-4543
BLM Rogue River Ranch Seismic Architectural Restoration	Marial	Historic Preservation	Sept-16 Ph 1; Sept-15 Ph 2	Bureau of Land Management	Rich Schaff	(541) 218-5825
NPS Fort Vancouver Palisade Wall Restoration & Repairs	Vancouver	Restore Replica of Historic Hudson Bay Fort	Jun-16	National Parks Service	Hoa Lam	(360) 816-6221
Wolf Creek Inn Renovations	Wolf Creek	Fire Suppression & Detection Upgrade	Mar-16	Oregon Parks & Recreation Department	Susan Licht	(503) 986-0769
BPA Raver Control House Seismic Upgrade and Expansion	Ravensdale	Addition & remodel	Dec-15	Bonneville Power Administration	Jonathan Ayers	(360) 619-6538
Jacksonville Courthouse Seismic Upgrade	Jacksonville	Seismic Upgrade & Renovation	Jul-15	City of Jacksonville	Jeff Alvis	(541) 772-5807
Venue 252 - Historic Planing Mill Event Center Renovation	Eugene	Exterior & Interior Renovation	May-15	Venue 252, LLC	Rick Wright	(541) 241-7674
Ashland Police Expansion and Seismic Renovation	Ashland	Addition & remodel	Jul-13	City of Ashland	Terry Holdemess	(541) 488-2211
SOU Churchill Hall Seismic Renovation	Ashland	Renovation	Jan-13	Southern Oregon University	Drew Gilliland	(541) 552-6233
Applegate School Seismic Upgrade	Applegate	Seismic Renovation	Sep-12	Three Rivers School District	Lisa Cross	(541) 862-3111
Glide School District Mechanical Upgrades	Glide	Mechanical upgrades	Jun-12	Willamette Education Service District	Darren Lee	(503) 385-4692
Old South Medford High School Auditorium Renovation	Medford	Auditorium remodel and seismic retrofit	Jun-12	Medford School District 549C	Nick Bush	(541) 842-3646
Medford Water Commission Reservoir Seismic Retrofit	Medford	Seismic Retrofit	Jun-12	Medford Water Commission	Andy Huffman	(541) 774-2440
Southwest Oregon Community College Brookings Campus	Brookings	New Campus Building	Dec-11	Southwest Oregon Community College	Patty Scott	(541) 888-7401
Evergreen Elementary and Illinois Valley HS Biomass Boiler	Cave Junction	Biomass Boiler System	Nov-11	Willamette Education Service District	Jim Howell	(503) 540-4429
USFS Smith River Fire Warehouse	Gasquet	Seismic Renovation	Dec-11	USDA	Pamela Vilhauer	(530) 226-2454
Duff Water Treatment Plant Seismic Renovation	White City	Seismic Renovation	Aug-11	Medford Water Commission	Andy Huffman	(541) 774-2440
Rogue Community College Business Education Center	Kerby	Addition & remodel	Feb-09	Rogue Community College	John Lopez	(541) 956-7492

Architect	Architect Contact	Architect Phone	Original GMP	Change \$	Final \$	Public Contract	CM/GC	Renoation
TVA Architects	Dimitri Englert	(503) 517-8185	\$10,869,248	\$397,895	\$11,267,143	●	●	●
ZCS Engineering	Zachary A. Stokes, PE	(541) 891-8778	\$1,121,232	\$0	\$1,121,232	●	●	●
ZCS Engineering	Zachary A. Stokes, PE	(541) 891-8778	\$1,263,169	\$62,023	\$1,325,192	●	●	●
ZCS Engineering	Sylas E. Allen, PE	(541) 479-3865	\$1,243,052	\$0	\$1,243,052	●	●	●
ZCS Engineering	Stephen Chase, PE	(541) 500-8588	\$1,249,765	\$21,246	\$1,271,011	●	●	●
NA			\$141,126	\$13,166	\$154,292	●		●
NA			\$2,853,631	\$0	\$2,853,631	●	●	●
CIDA, Inc.	Jennifer Beattie	(503) 226-1285	11,900,00	\$186,204	\$11,836,875*		●	
Forensic Building Consultants	Adam Robins	(503) 772-1114	\$400,234	\$0	\$400,234			●
Seder Architecture	Mark Seder	(503) 209-5596	\$1,945,662	\$20,000	\$1,965,662	●	●	
Bureau of Land Management	Brent D'Angelo	(541) 618-2262	\$730,970	\$0	\$730,970	●	●	●
NA			\$440,337	\$23,057	\$463,394	●	●	●
NA			\$809,262	\$38,874	\$848,136	●		●
Bonneville Power Administration	Jonathan Ayers	(360) 619-6538	\$1,992,177	\$443,657	\$2,435,834	●	●	●
KAS & Associates	Scott Pingle, PE	(541) 772-5807	\$206,750	\$0	\$206,750	●		●
TBG Architects & Planners	J.F. Alberson III	(541) 687-1010	\$2,254,855	\$0	\$2,254,855		●	●
Straus & Siebert	David Straus	(541) 779-4363	\$1,063,000	\$113,847	\$1,176,847	●		
ORW Architecture	Warren Barnhart	(541) 779-5237	\$4,778,389	\$118,128	\$4,896,517	●		●
ZCS Engineering	Sylas Allen	(541) 479-3865	\$826,000	\$0	\$826,000	●	●	●
MFIA, Inc.	Scott Miller	(503) 234-0548	\$267,000	\$2,286	\$269,286	●		●
Architectural Design Works	Tom Lamore	(541) 488-0719	\$76,400	\$8,917	\$85,317	●		●
Marquess & Associates, Inc.	Eric Johnson	(541) 772-7115	\$724,000	\$43,683	\$767,683	●	●	●
Crow, Clay & Associates	Mike Crow	(541) 269-9388	\$6,061,000	\$465,782	\$6,526,782	●		
R&W Engineering, Inc.	Tony Dickman	(541) 322-8940	\$325,157	\$0	\$325,157	●		●
Winzler & Kelly	Martha Jain	(707) 523-1010	\$683,056	\$86,860	\$769,916	●	●	●
Kistler White Small	Jerome White	(541) 488-8200	\$1,683,170	\$12,795	\$1,695,965	●	●	●
ORW Architecture	David Wilkerson	(541) 779-5237	\$21,745	\$18,970	\$40,715	●	●	●

\*AllCare was delivered under original GMP. Scope was added via Change Order to facilitate infrastructure and parking for a second building.



## After 86 Years Every Beauty Needs Some Attention

Southern Oregon University's first building, 86 year old Churchill Hall, needed complex seismic and architectural renovation. While keeping the historic face of the building, an entirely new skeleton and frame was needed to make it less susceptible to earthquake damage.

### It Came in Through the Back Window

Originally, the 450,000 pounds of steel for the building was to be installed by tearing off the roof and placing each beam with a sky crane. Ausland's team of installers envisioned a plan to funnel the nearly half million pounds of steel through one of the existing 3' x 5' windows, eliminating the cost and risks of the roof removal and crane.

### Creativity Saves Half a Million Dollars

Through these creative means and others, Ausland completed the project two months early and with significant cost savings.



to learn more or to see additional case studies, go to [www.auslandgroup.com](http://www.auslandgroup.com)



## 4. Key Personnel Experience

Ausland is uniquely qualified for the Brookings Fire and Police Station.

What makes our team uniquely qualified?

- Seismic Experience:** Ausland will dedicate a team that is experienced in the methods of seismic retrofits – in both design and construction. This will save both the District and WRK Engineers time and money.
- Fire and Police Station Experience:** We understand the care required in working on occupied public facilities. Ensuring we keep your fire station protected and running as planned is our priority.
- On-Schedule:** We have consistently delivered similar projects ahead of schedule, including Springfield City Hall's Seismic Retrofit, K-12 Schools, and University Buildings.
- Pre-Construction Services Proven to Deliver Value:** Cathy Souter, University of Oregon, recently commented, "While other contractors say they will do it, Ausland actually does deliver on pre-construction."
- Commitment to Brookings:** As a local business we have a vested interest in the success of the Brookings Fire and Police Station project and your community.

**The bottom line** – we have solved similar challenges before and are committed to finding innovative ways to stretch your dollars within your timeframe. You won't find a team more prepared, qualified, or passionate – **this is our promise to you.**

**Ausland Crews overcome the lack of crane staging area...**



*Innovative Site Logistics Planning and Fast-Track Scheduling Approach earned the Harrisburg Elementary project nearly \$40K worth of GMP Savings for the School District.*

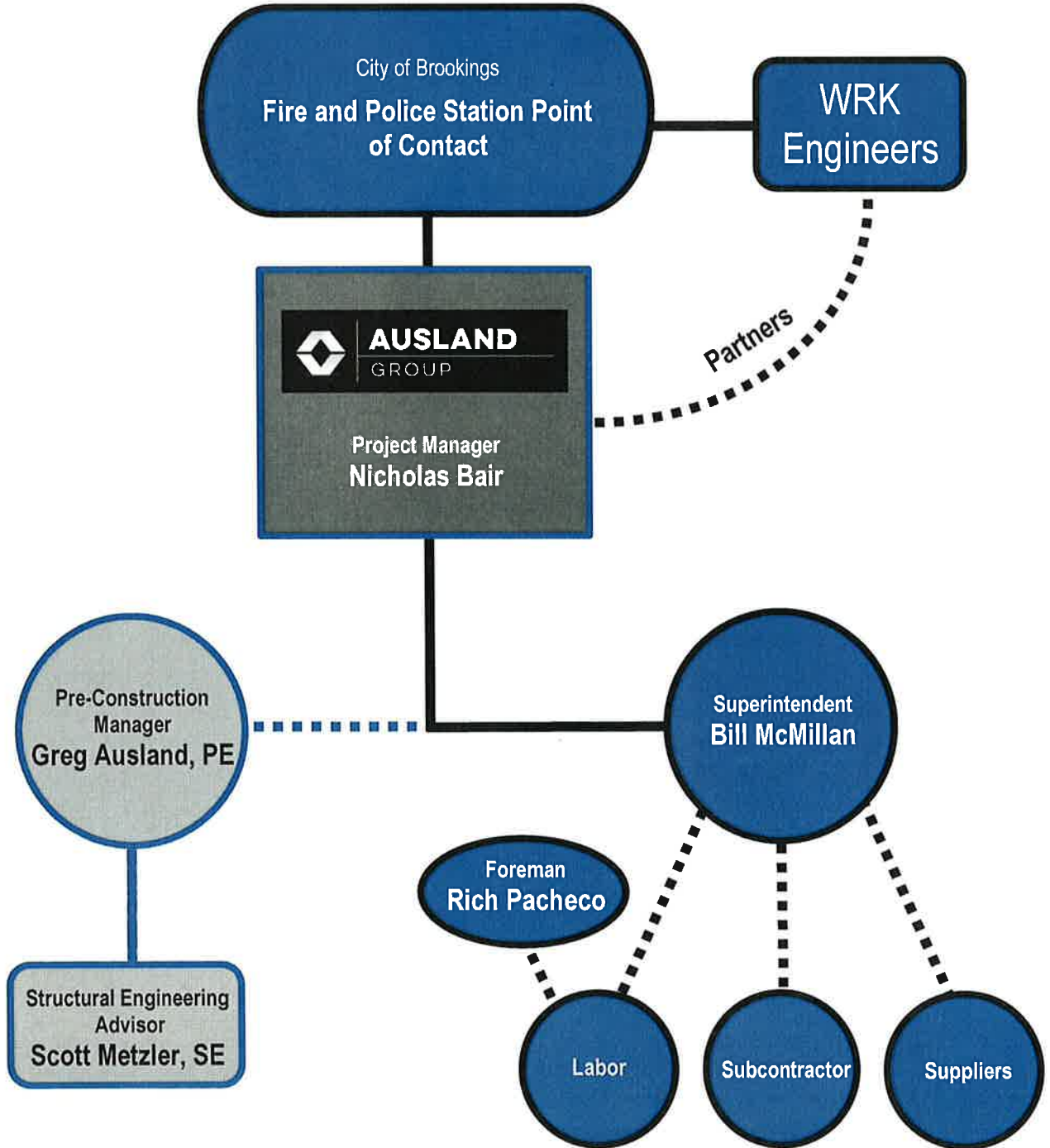
### Similar Project Experience

Key Team Members	Role	Years of Experience	Public Facilities	Rural Community	Seismic Retrofit	Renovations	Fast-Track CM/GC Projects
<b>Project Team</b>							
Nicholas Bair	Project Manager	15	•	•	•	•	•
Bill McMillan	Superintendent	30	•	•	•	•	•
Rich Pacheco	Foreman	22	•	•	•	•	•
<b>Support Staff</b>							
Greg Ausland, PE	Pre-Construction Manager	34	•	•	•	•	•
Scott Metzler, SE	Structural Eng. Advisor	34	•	•	•	•	•

**\*See full resumes in appendix.**

## Organizational Chart

Our staff will work with the City of Brookings to effectively deliver high-quality results on your project. The following chart outlines our team for this project, along with individual resumes for our team members.



## 5. Project Understanding / Approach

As CM/GC, we believe it is our primary role to ensure the Brookings Fire and Police Department Seismic Rehabilitation Project is delivered within-budget, and at minimal disruption to our Fire Fighters and Police Department. Our early-planning and teaming with WRK Engineers will ensure maximum value and the fastest-schedule.

### 5.1 Organizing the Project

At Ausland, we know a successful project is centered on teamwork, transparency, and open communication between partners. We organize the project around those principals and commit all resources necessary to ensure the project achieves its goals.

#### Project Initiation / Kick-Off Meeting:

- **Program / Wish-List Review:** We understand the primary focus of the project is to upgrade the seismic integrity of the Fire Station. This is an exceptional opportunity for the City to upgrade other aspects of the facilities, such as finishes and lighting. Our goal is to exceed your expectations of what you can accomplish within your budget, while ensuring we meet the requirements of your grant funding.

#### Pre-Construction Tenets:

- **Budget Updates #1 / Existing Conditions Review:** Immediately following award, we will begin preparing a budget from WRK's engineering documents and confirm the existing building conditions. A primary focus will be on seismic retrofit options, to help WRK complete the design for the most appropriate and economical system for the building.
- **Phasing and Options Analysis:** We want to be as minimally intrusive on the operations of the Departments as possible. We will accomplish this by carefully planning the retrofit options with WRK Engineers and looking for decisions that will affect schedule and budget.
- **Budget Update #2 / Constructability Review / Value Engineering:** After the project team has further honed in on the design, Ausland will prepare a second budget update along with a constructability/value engineering review. The Value Engineering Report will be provided at the end of the budget, demonstrating possible ways we can save money on the project.
- **Master CPM Schedule Development:** After reviewing the District's Program and WRK Engineers' design timeline, we will develop the Critical Path Schedule. The schedule is a critical tool for planning the project to ensure every single item is planned for accordingly, including shop drawings, review times, procurement, inspections, and delivery.
- **Development of the Guaranteed-Maximum-Price (GMP):** Recently, public CM/GC projects have been in the news for surprisingly going over budget – these are NOT Ausland projects. We have a successful track record of delivering our projects at or below early budgets. We dedicate significant time to the budget development early on in pre-construction and get real pricing updates from the subcontractor and supplier community. We promise our early budgets will reflect the reality of the Final GMP. Ausland also reaches out to the local community to insure the opportunities are available for the local economy; often local pricing is more competitive than out-of-town sub-contractors.



- **Long-Lead Procurement:** Truss, roofing and rebar and steel will be amongst the long-lead ideas for material procurement, depending on the roof system design once complete. We will monitor other potential areas of long-lead as the design develops.
- **Staging / Site Logistics Planning:** We will proactively work with the Police/Fire Station to ensure a staging and logistics plan is implemented for any early work that occurs while they are still occupied. This may include, for example, destructive testing of certain areas to better understand existing conditions.

## YOUR BUDGET = OUR PROMISE

SOU recently hired Ausland after failing to reach a GMP with their CM/GC who was 40% over-budget.

Through our tenacity, subcontractor relations, and economical self-perform work, Ausland has brought the project back into the original budget.

### 5.2a Phasing and Packaging

- **Early Work Packages: Develop Bid Packages, Alternates, and Early Work Agreements:** Ausland will begin early in the project to develop bid packages for 1) Long-lead item procurement (i.e. steel and trusses); 2) Attracting quality subcontractors & suppliers; 3) Getting most competitive pricing to allow for "Wish-List" items.

### 5.2b Early Work Agreement/Shop Drawings Deliverable(s)

- The structural steel shop drawings, drawing review and fabrication process may take up to 90 days for review and approval/fabrication. Depending on the review requirement of WRK Engineers, the time table may be over 90 days. Establishing those dates/requirements and phasing the early work agreement early into the project timeline to meet construction dates will be a critical path item for all parties.

## Experience Creates Solutions...

*"I learned a lot on prior Fire Station projects we designed and built...those lessons offered me keen insights into similar projects that followed. As Engineers and Builders, we develop new tools and understand potential solutions better with each project."*

~ Kelsy Ausland, PE President



### 5.3 Project Management

It is our job as CM/GC to ensure your goals are met and the project is delivered on-time and on-budget, that is our promise to you.

**We ensure these goals are being met:**

- Documenting project goals, needs, and wish-lists and Kick-Off Meeting and Subsequent Meetings.
- Diligent documentation throughout Pre-Construction and Construction.
- Development and Implement a Master Schedule, so the entire team can watch our progress toward success.
- Maintaining clear, consistent communication.
- Utilization of Organizational Tools (described below).

### 5.4 Organizational Tools

While every project is unique, we have strong, consistent organizational tools to make us efficient, competitive, and highly organized. An overview of tools is listed below (individual examples upon request):

**Construction Organization Tenants:**

- |  |  |
|--|--|
| ➤ Site Specific Safety Plan  | ➤ Master Schedule using and 3-Week Look Aheads   |
| ➤ Full-Time On-Site Supervision  | ➤ Exceptional Quality Assurance & Control  |
| ➤ Construction Administration (Submittals, RFI's, Change Requests, Payment Requests, Meeting Minutes, Meeting Agendas, Safety Reporting) | ➤ Monthly Cost vs GMP Reporting  |
| ➤ Utilize Integrated Project Management Software   | ➤ Monthly Contingency Accounting and Wish-list Recommendations                               |
| ➤ Ensure fabrication and approval of ALL materials prior to mobilization to the site   | ➤ Monitor compliance with all applicable public bidding laws, labor laws, document reporting |
| ➤ Conduct and Attend Regular Project Progress Meetings   | ➤ Provide District personnel Training, O&M Manuals, As-Built Drawings, and 1-Year Warranty   |

### 5.5 Problem Solving

Creative problem solving is the heart of Ausland's culture. On a renovation project, we anticipate encountering problems. In our experience, successful problem solving can be described as follows:

- Identify problems early
- Use our breadth of resources and tools to offer multiple solutions
- Stay focused on the client's needs and goals
- Be transparent and open with the team
- Implement solution in a timely manner



## Eugene Planing Mill Takes the Stage

Ausland Group was retained for the Design/Build re-purposing of the historic Eugene Planing Mill into an Event Center for Rick Wright, owner of the Market of Choice grocery store chain.

### The Quick Step

Built in 1943, the historic building – at various times a planing mill, a gym and a church - needed a major face lift with a short turnaround time.

Ausland was given 90 days to complete the interior demolition of the existing 20,000 SF of building and then rebuild it. Occupancy had to be secured in time to host the 2015 "Shall We Dance" annual fundraiser event for the owners of the non-profit Angel Hair Foundation and 500 guests.

### Night Moves

During construction, there were several consecutive days when the lights never went dark. Ausland coordinated 24 hour work schedules - with over 30 subcontractors - to meet the strict delivery date.

### A Final Bow

The in-house team of engineers and construction professionals expedited the design and construction elements, coordinating every facet of the fast-track project, to deliver magnificent results.



*"There was no room for errors or delays. The Ausland Group Team addressed the challenges with no hesitations and worked around the clock, as needed to make it happen. Not only did you work expediently with a very aggressive construction date, the final results are magnificent."*

- Rick Wright, Owner,  
Venue 252 Event Center



To learn more or to see additional case studies, go to [www.auslandgroup.com](http://www.auslandgroup.com)



## 6. Scheduling Approach

### Overall Approach

Our approach to ensuring the project meets your schedule will be based on the following tenants:

- 1) Minimizing the time that the Police/Fire Station is under construction.
- 2) Procure and fabricate materials before beginning construction.
- 3) Re-Roofing during optimal weather windows.
- 4) Attracting the best competition in the subcontractor market.

Several of our seismic retrofit projects in 2017 required re-roofing. In one project, the final documents were not completed until the end of May, shortening the time for optimal roofing. Ausland overcame this hurdle by bidding the roof package EARLY from Design-Development documents.

### Verify Existing Conditions, Minimize Surprises

- ▶ During pre-construction, we will verify the existing condition assumptions on WRK Engineers' drawings to minimize the potential for surprises through passive and more invasive investigation.

### Schedule Implementation

- ▶ The **Master Schedule** provides a big-picture overview of the project as a tool to keep the project on track.
- ▶ Superintendent will provide the team a **3-week look ahead schedule**, every week, detailing how the day-to-day activities will meet the milestones of the Master Schedule.
- ▶ Superintendent will hold **Weekly Subcontractor Meetings**, that all subs working on the project are required to attend.
- ▶ The team, including the City and WRK Engineers will review the schedules at **Weekly Progress Meetings** to identify any challenges early.

### Resource Management

- ▶ Ausland will not over-commit our resources. You are promised to have our top attention throughout the duration of the project.
- ▶ With a trade staff of 70, including laborers and carpenters skilled in seismic retrofits, we can perform nearly 90% of the work with our own forces. This gives us exceptional control over the schedule.
- ▶ If subcontractors fall behind, we have skilled labor and will supplement their labor forces to avoid compromising on schedule.

### Schedule Reporting

- ▶ During both Pre-Construction and Construction, we will furnish an updated copy of the Master Schedule at every progress meeting.

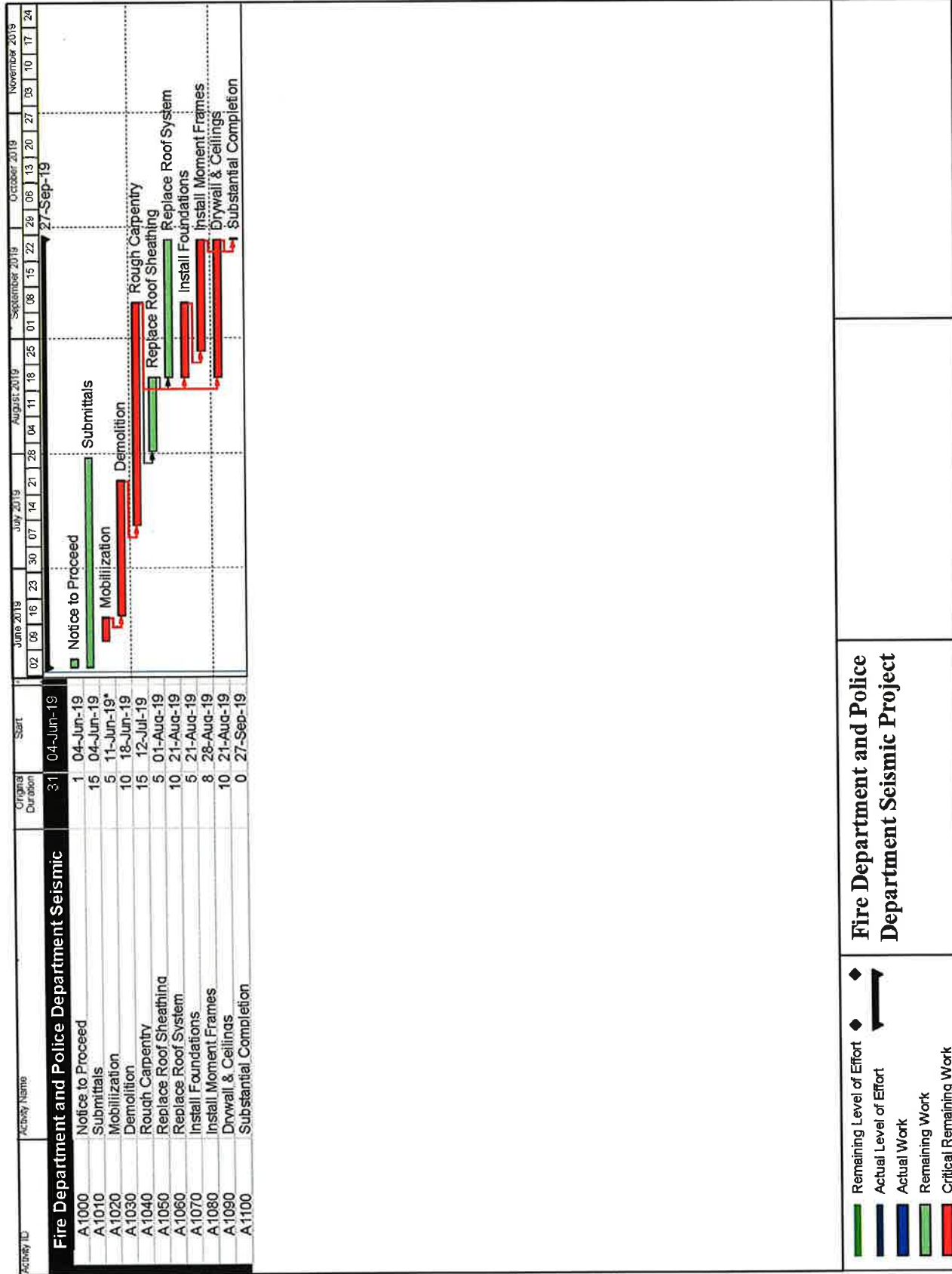
### Fast-Track Experience

- ▶ Fast-track is our comfort zone. We are accustomed to using multiple bid-packages, working multiple shifts, and tightly managing a schedule to execute projects on a deadline.

### Budget

- ▶ Ausland feels the current "Grant Amount" is reasonable for the project. The main driver of the budget will depend in large part on the completed design of the roofing system. Ausland will work with the City and WRK to propose the most cost-effective roofing system that best applies for the Police/Fire Station.

# PRELIMINARY PROJECT SCHEDULE



## 7. Cost Control

### We will stretch your dollars.

Ausland has a reputation for delivering projects on or under budget. Our references speak for themselves regarding cost control. This success stems from our detailed systems-based estimating approach. In addition, it is our policy to review construction documents for scope gaps and coordination issues **PRIOR** to requesting bids from our subcontractors. By identifying potential issues early, Ausland can assure bids received and subsequent contracts issued include all facets of the work to be performed (rejecting low numbers that may be incomplete and set up false expectations). As the project moves forward, costs are tracked line item by line item and will be delivered to the City of Brookings in our **Job Cost Summary Reports**. Subcontractors are held to the budget through proactive management and careful scrutiny of all submittals.

### CASE STUDY:

#### Ausland saves client \$500,000 and two months on seismic renovation.

When Ausland took on the \$5 million general construction contract for SOU Churchill Hall, we sat down with the stakeholders to better understand their strategic goals.

In doing so, we devised an alternative plan to funnel 450,000 pounds of steel through one of the existing 3'x5' windows, eliminating the costs and risks of tearing off the roof and utilizing a sky crane.

According to SOU, the project was *"one of the best values overall for any capital improvement project I have been associated."*

~ Drew Gilliland, Facilities Director



### Stages of Cost Control

We strive to reduce construction cost at every step, but the most productive time is during the design development phase, which is where the WRK documents are at now. **Value engineering and constructability reviews will begin immediately upon Ausland joining the team.** Best value options will be tracked, and solutions incorporated and communicated throughout every phase of the project.

During design, our team will perform **Value Engineering** for the purpose of optimizing value in the project designs. These studies will take into account capital, operating, and maintenance costs to verify the most cost-effective design solution has been achieved. During the **Procurement Phase**, our team will tabulate all bids received and prepare a bid analysis, including the evaluation of all alternate bids and unit prices, compared with its final estimate of construction. Ausland will develop a **Guaranteed-Maximum-Price (GMP)** and will continually monitor project progress and control against this GMP baseline with monthly to the District.

During the **Construction Phase**, our staff will develop a schedule of values to ensure accurate and objective evaluation of work completed, in order to avoid payment delay and potential payment disputes. Our team will employ a process of estimating change orders requested by the Owner for changes in scope. **Contingency Fund** updates will allow for "wish-list" items to be integrated into the project during the course of construction. During the **Post Construction Phase** Ausland will provide total project cost reports, listing all change orders and identifying any unresolved issues which may have cost impact.



## Rogue Community College, Business Enterprise Center

### Challenge:

The project was 80% over-budget and behind schedule, when Ausland was invited to join the team as CM/GC with ORW and RCC.

### Ausland Solution:

Ausland met with all stakeholders, including multiple end-users and the college's construction team, to develop a deep understanding of project goals and priorities. Ausland thoroughly investigated existing site conditions and worked with the design team on alternative, and more cost-effective, ways to fit the programmatic needs with a renovation and expansion to the historic building.

## No one beats Ausland on renovation properties in Southern Oregon.



We have extensive experience in renovation which has led to the means and methods to perform this work very cost-effectively.

**Just ask our references!**

### Example:

#### Jacksonville Courthouse Renovation Bids:

<b>Ausland:</b>	<b>\$221,150</b>
<b>Batzer:</b>	<b>\$298,600</b>
<b>Vitus:</b>	<b>\$308,992</b>
<b>Taylor Site:</b>	<b>\$357,900</b>

## University of Oregon, Agate Hall Renovation

### Challenge:

UO had numerous delays to their schedule including delays in hiring their architect. The project was 6-weeks behind, though the completion date was non-negotiable.



### Ausland Solution:

As CM/GC, our top priority was coming up with a solution to stay on schedule without incurring an "acceleration costs" – the budget was too tight.

One key pinch-point was identified, the permit review period. Ausland met with the architect (DECA), City of Eugene, and UO staff to come up with a collaborative solution.

From this effort a solution of phasing the project for permit acquisition and expedient construction commencement was formed. Greg Ausland personally acquired the project demolition permit from the City, and along with the project architect, acquired a phase 1 project permit through the commercial express permit program from the City in one day!

This allowed construction to begin on schedule, permitting the American English Institute staff to move into their new home, as planned.



March 6, 2013

To Whom It May Concern:

In August of 2012, the Ausland Group was awarded a contract to build a 3000 square foot addition and extensively remodel the existing 6000 square foot Ashland Police Department facility. While the entire project is not yet complete, the Ausland Group has been great to work with and the quality of their work has been outstanding. During the course of the project the department has initiated several change orders. Ausland has responded quickly and reasonably to all change order requests and has worked with the department to minimize costs.

This project has been difficult in part because of the need to continue full police operations during the entire project. Ausland has worked with the department during every stage of the project to minimize the impact of construction on police operations. To date there have not been any major interruptions to any police operations caused by the construction project.

  
Terry Holderness

Chief of Police

Ashland Police Department

Ashland, Oregon

ASHLAND POLICE DEPT.    Tel: 541-482-5211  
1155 E. Main Street    Fax: 541-488-5351  
Ashland, OR 97520    TTY: 800-735-2800  
[www.ashland.or.us](http://www.ashland.or.us)

CITY OF  
ASHLAND

## 8. Fee

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### Construction Phase CM/GC Fee

7.0%

### Pre-Construction Cost

1	Cost Estimate #1, Existing Conditions Analysis, Options Analysis (Estimated 30 hours @ \$90 / hr.)	\$2,700
2	Cost Estimate #2, Constructability Review, Value Engineering Analysis (Estimated 30 hours @ \$90 / hr.)	\$2,700
3	Prepare & Implement Master Schedule (Estimated 20 hours @ \$90 / hr.)	\$1,800
4	Permitting (Estimated 8 hours @ \$65 / hr.)	\$520
5	Bid Package Strategy, Preparation of Bid Packages, Pre-Bid Conference, Q&A, Facilitate Bid Process (Estimated 80 hours @ \$90 / hr.)	\$7,200
6	Bid Advertising Costs & Document Reproduction	\$1,200
7	Meetings with District and Design Team (Estimated 12 hours @ \$90 / hr.)	\$1,080
8	Receive and Publicly Open Bids, Negotiate, and Develop GMP (Estimated 20 hours @ \$90 / hr.)	\$1,800

Sub-Total: \$19,000  
Less City of Brookings Discount of 20%  
**Total: \$15,200**



## 9. References

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### **Kalmiopsis Elementary School Seismic Upgrades**

Sean Gallagher, Superintendent  
629 Easy Street, Brookings, OR 97415  
seang@brookings.k12.or.us | 541.469.7443

### **Jacksonville Courthouse Seismic Upgrade**

Jeff Alvis, City Manager  
110 E Main Street  
Jacksonville, OR 97530  
administrator@jacksonvilleor.us | 541.899.1231 ext. 312

### **Wallowa County Courthouse Restoration**

Susan Roberts, Wallowa County  
101 South River Street  
Enterprise, OR 97828  
sroberts@co.wallowa.or.us | 541.426.4543

### **Butte Falls High School Seismic Retrofit**

Dr. Phil Long, Superintendent  
720 Laurel Ave.  
Butte Falls, OR 97522 Ashland, OR 97520  
long@buttefalls.k12.or.us | 541.890.1007



## Ausland is ready to join the Brookings Team!

# Appendix

## **Resumes**

Nicholas Bair | Project Manager

Bill McMillan | Superintendent

Rich Pacheco | Foreman

## ***Support Staff***

Greg Ausland, PE | Pre-construction Manager

Scott Metzler | Structural Engineering Advisor



# Nicholas Bair | Project Manager



## Key Qualifications

- ✓ Ability to facilitate the client's needs to team
- ✓ Proactively address challenges
- ✓ Excels in maintaining schedule and budget

## Years of Experience

15

## Education

BS, Crop and Soil Science  
"Ecosystems Analysis  
and Policy"  
Oregon State University

## Licenses & Certificates

TechnipFMC, USA/France  
Oregon Legislature  
CH2M Hill  
Oregon State University  
Oregon Watershed Council

Nicholas has a broad range of expertise in Project Management, Engineering and Construction Management. His ability to oversee complex project teams and deliver large-scale projects within budget with maximum results has provided our Seismic Renovation clients a trusted advisor and advocate. Nicholas has experience with a wide range of projects from managing design-build off-shore oil facilities to managing the erection of Ethylene Plants, from inception through engineering onto construction and commissioning. The experience earned at world-renown firms such as Technip USA, DOW Chemical and ASCENT offers Ausland Clients a unique skill set.

Nicholas will bring his "days and dollars" savvy to your three (3) school projects and has successfully completed 2 major Seismic Rehabilitations in his short year with Ausland Group. An Oregon native, Nicholas has come to Southern Oregon to lay down roots and will be committed to your project(s) from inception to completion.

**Commitment to Brookings** – Pre-construction 50% / Construction 50%

## Relevant Experience

### ■ Butte Falls High School Seismic Rehab – Butte Falls, OR

Ausland provided value engineering on this \$1.28M CM/GC seismic renovation that saved the school district over \$280,000. Work included the demolition of existing finishes, and THE removal and replacement of plumbing, boiler piping and electrical conduit and outlets. The structural components included window infills, blocking and spandrels, Simpson hardware, anchor bolts and new trusses and roofing. Civil upgrades were provided with new footings and slabs. (Present)

### ■ Brookings-Harbor High School Seismic Rehabilitation – Brookings, OR

Ausland was selected as CM/GC on this seismic rehab project that includes a roof replacement, removal of finishes, and replacement of electrical and dry-wall, plumbing and HVAC systems, civil/foundation and footings, and the addition of shear walls, hardware and sheathing. Structural upgrades include large buttress seismic improvements. (Present)

### ■ Azalea Middle School Seismic Rehabilitation – Brookings, OR

This CM/GC seismic renovation consists of removal and replacement of the roofing system, sheathing, and finishes, including dry-wall, electrical, HVAC systems. The seismic upgrades to structural systems include the shear walls, blocking, hardware and steel plates. (Present)

### ■ Kalmiopsis Elementary Seismic Rehab – Brookings, OR

Ausland was selected as the CM/GC and provided pre-construction, value engineering and construction services. This \$1.2 million seismic rehab project consisted of structural rehabilitation, shear walls, foundation work, and replacement of interior finishes. (2017)

### ■ Willowa County Courthouse Restoration, Phase 1 and 2 - Enterprise, OR

This project included the re-roofing of the Historic Courthouse, which is listed on the Nation Register of Historic Places. It was critical that the historic integrity of the building be preserved, while being updated to meet the needs of the community. The scope of work included new roofing, a new elevator shaft/elevator for 4 floors, removal and replacement of finishes including steam piping, plumbing, electrical conduits and boxes, phone and data lines.

# Bill McMillan | Superintendent



Bill McMillan brings over 30 years' construction experience specializing in sensitive sites and renovation projects. His extensive onsite project management experience includes direct supervision of self-performed labor forces, as well as subcontractor scopes. His attention to detail is unmatched and his track record for managing a project schedule is exceptional. Bill applies his proven skills in onsite project management to every project he supervises.

**Commitment to Brookings** – Pre-construction 15% / Construction 100%

## Relevant Experience

### ■ Harrisburg Elementary Seismic Retrofit – Harrisburg, OR

Performed a \$1.1M Retrofit as CM/GC, which included pre-construction services with a GMP. The existing building is a concrete structure with timber truss roof. The rehabilitation included new roof structure with new roofing package, strengthening of existing concrete walls, seismically isolating gymnasium building, new select interior finishes, and a new HVAC system. (2017)

### ■ Yoncalla Elementary Seismic Retrofit – Yoncalla, OR

Ausland was selected as the CM/GC which included pre-construction services with a GMP. The classroom buildings are wood structures and the gymnasium building is reinforced CMU building. The rehabilitation included new roof sheathing with new roofing package, select existing structure strengthening, new wood shear walls, new covered walkway moment frames, and new gymnasium HVAC system. (2017)

### ■ Ruch Elementary School Seismic Rehabilitation – Ruch, OR

Led a \$1.1 million Seismic Rehabilitation as CM/GC. Performed value engineering, pre-construction, construction and provided an accepted GMP. Worked closely with the owners and design team to complete this project on-time and under budget. (2017)

### ■ Kalmiopsis Elementary Seismic Rehab – Brookings, OR

Ausland was selected as the CM/GC and also provided pre-construction, value engineering and construction services. This \$1.2 million seismic rehab project consisted of structural rehabilitation, shear walls, foundation work, and replacement of interior finishes. (2017)

### ■ AllCare Campus Phase 1 – Grants Pass, OR

For Phase One, we delivered via Design-Build a 45,000 SF, \$12M stunning new headquarters. Ausland delivered on the vision for a collaborative health campus, which incorporates 7 acres in Grants Pass. Work included design/master planning for three phases. (2016)

### ■ Venue 252 - Historic Planing Mill Event Center Renovation – Eugene, OR

This fast-track \$2M Design/Build re-purposing of the historic Eugene Planing Mill into an Event Center had to be completed in less than 90 days. Ausland's construction professionals scheduled multiple crews and shifts to accomplish this fast track job of 20,000 SF with enormous success. (2015)

## Key Qualifications

- ✓ Extensive onsite supervisory experience
- ✓ Onsite project management skill

## Years of Experience

30

## Education and Certifications

Introduction to Construction Law  
Change Orders and Proposals  
De-escalation at the Worksite

## OSHA Safety Courses

Safety for Supervisors  
Fall Protection  
Silica/Lead Awareness  
Accident Reporting

## Community Involvement

Paint-the-Town  
Mercy Foundation  
Umpqua Valley Barrel Tours  
Umpqua Valley Arts Association  
Douglas County Home Show

# Rich Pacheco | Foreman



## Key Qualifications

- ✓ Specialized focus on Historic projects and complex renovations
- ✓ K-12 project experience

## Education and Certifications

General Studies,

*Umpqua Community College*

## Years of Experience

30

Rich is a dedicated employee and a hard-worker who has made carpentry his lifelong career. His 30-years of experience allows him to see potential obstacles and overcome them in advance and he is committed to making every project he works on a success.

**Commitment to Brookings** – Pre-construction 15% / Construction 100%

## Relevant Experience

### ■ Kalmiopsis Elementary Seismic Rehab – Brookings, OR

Ausland was selected as the CM/GC and also provided pre-construction, value engineering and construction services. This \$1.2 million seismic rehab project consisted of structural rehabilitation, shear walls, foundation work, and replacement of interior finishes. (2017)

### ■ Jacksonville Community Center Renovation – Jacksonville, OR

This 4,237 SF tenant improvement includes a new addition to an existing historic building in Jacksonville. Recruited as CM/GC, Ausland performed the Architecture, Structural Engineering, Civil Engineering, Land Use Planning, Design Project Management, Procurement, Construction, and Construction Administration. (Present)

### ■ Historic Jacksonville Courthouse Seismic Renovation – Jacksonville, OR

This seismic renovation included installing brackets and hardware to the original wood joists and anchoring them to the existing masonry walls to reinforce and strengthen the building and prevent the floors and roof from possible collapse in case of a seismic event. (2015)

### ■ AllCare Campus Phase 1 – Grants Pass, OR

A \$12M, 45,000 SF ground-up new building for a new headquarters for a major community health provider. Work included design/master planning for three phases. (2016)

### ■ Venue 252 - Historic Planing Mill Event Center Renovation – Eugene, OR

This fast-track \$2M Design/Build re-purposing of the historic Eugene Planing Mill into an Event Center had to be completed in less than 90 days. Ausland's construction professionals scheduled multiple crews and shifts to accomplish this fast track job of 20,000 SF with enormous success. (2015)

### ■ Veterans Administration Ambulatory Clinic Expansion – White City, OR

The project consisted of a \$9 million expansion of an occupied Medical Clinic in the heart of a bustling and culturally sensitive Veterans Administrative Campus. (2013)

### ■ Wolf Creek Conservation Corp – Cafeteria – Glide, OR

Construction of new cafeteria, demolition of existing cafeteria. Rich served as Superintendent. (2012)



## Support Staff



### Greg Ausland, PE | Pre-Construction Manager

#### **Commitment to Brookings** – Pre-construction 15%

Greg brings over 33-years of award winning experience to managing some of the most notable and culturally important civil/structural projects in the Pacific Northwest. Greg is known for orchestrating projects that engage all stakeholders - owners, architects, and engineers, and construction teams - that lead to elegant and efficient outcomes. He is passionate and motivated to provide his professional resources, creativity and experience, to enhance the local livability through the built environment. With Greg at the helm, our pre-construction services are unmatched by any other firm.

**Relevant Experience:** University of Oregon, Agate Hall Renovations, Venue 252 - Historic Planing Mill Event Center Renovation, University of Oregon Campus Feeder & Infrastructure Upgrades, Oregon Caves National Monument, Historic Chateau Renovations.



### Scott Metzler, SE, PE | Structural Engineering Advisor

#### **Commitment to Brookings** – Pre-construction 5%

Scott is a Structural and Civil Engineer with over 34-years in the industry. Scott's extensive background includes managing a wide range of infrastructure projects, such as new structures, renovations, and seismic upgrades to existing buildings. He has worked throughout Oregon and specializes in commercial, industrial, K-12 and higher-ed, and municipal buildings and facilities. His strengths include project management, design of structural analysis, development of construction details and specifications.

**Relevant Experience:** Venue 252 - Eugene Planing Mill Renovation, Lundy Elementary Breezeway Reconstruction, Lowell High School Basketball Hoop Support Revisions, School District 4J Re-roofing and Seismic Upgrades, Two Rivers-Dos Rios Elementary School Remodel, Mohawk Elementary School Roof Framing Repair, Wilsonville Public Library Addition and Seismic Retrofit.

## Bonding Letter



**Janelle E. Snyder**

Underwriting Consultant

Telephone 503-431-3146

Facsimile 503-431-3150

Internet janelle.snyder@cnaSurety.com

July 17, 2018

City of Brookings  
Attn: Tony Baron, Parks & Planning Director  
898 Elk Drive  
Brookings, OR 97415

Re: AUSLAND BUILDERS, INC.  
Grants Pass, OR  
Project: CM/GC Services for Fire Department and  
Police Department Seismic Retrofit Project

Dear Mr. Baron,

Western Surety Company, a division of CNA Surety, is providing this information to you at the request of Ausland Builders, Inc. Ausland Builders, Inc. has been a valued surety bond client for thirteen years, and Western Surety Company has established a bonding program in the \$15,000,000 single, \$30,000,000 aggregate capacity range and has written bid, performance and payment bonds for Ausland Builders, Inc. in those ranges. Certainly, the above captioned project is of the size and type that is anticipated to fit very well within the surety program we support for Ausland Builders.

It is our understanding that Ausland Builders has or is about to submit a proposal for the above captioned project. If a contract for this work is awarded to Ausland Builders, it is our intention to become Surety on the Performance and Payment bonds required. Any arrangement for bonds is a matter between Ausland Builders, Inc. and Western Surety Company, and Western Surety Company assumes no liability to you or third parties if, for any reason, we do not execute these bonds.

Western Surety Company is listed on the U.S. Treasury Department's Listing of Approved Sureties (Dept Circular 570) and is rated A Excellent (XIII) by A.M. Best Company. If any further information is required, please do not hesitate to contact me.

Sincerely,

  
Janelle E. Snyder, Attorney-in-fact

cc: Ausland Builders, Inc.

Ward Insurance



# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Anthony Ueland, Janelle E. Snyder, Julie A. Clarke, Susan L. Clark, Erin Bullard,  
Individually**

of Lake Oswego, OR, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 16th day October, 2015.



WESTERN SURETY COMPANY

Paul T. Bruflat, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 16th day of October, 2015, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

February 12, 2021



### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 17th day of July, 2018.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

#### **Authorizing By-Law**

### **ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY**

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

## Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/18	09/06/2018	81907	5871	BALCO Uniform Co Inc	10-00-2005	722.52
09/18	09/06/2018	81908	5885	Best Western Dallas Inn & Suites	10-00-2005	372.00
09/18	09/06/2018	81909	4939	BI- Mart Corporation	10-00-2005	193.92
09/18	09/06/2018	81910	4363	Black & Rice LLP	10-00-2005	2,144.17
09/18	09/06/2018	81911	5420	Breshears, Kathleen	32-00-2005	1,000.00
09/18	09/06/2018	81912	313	Brookings Vol Firefighters	10-00-2005	2,250.00
09/18	09/06/2018	81913	715	Budge McHugh Supply	20-00-2005	6,371.09
09/18	09/06/2018	81914	5567	CAL/OR Insurance Specialists Inc	30-00-2005	683.33
09/18	09/06/2018	81915	5858	CH2M Hill OMI	25-00-2005	107,604.13
09/18	09/06/2018	81916	4977	Civic Plus	49-00-2005	6,685.42
09/18	09/06/2018	81917	3834	Clean Sweep Janitorial Service	25-00-2005	2,055.00
09/18	09/06/2018	81918	5827	Coastal Investments LLC	10-00-2005	1,130.00
09/18	09/06/2018	81919	1745	Coastal Paper & Supply, Inc	10-00-2005	740.46
09/18	09/06/2018	81920	182	Coos-Curry Electric	55-00-2005	2,017.53
09/18	09/06/2018	81921	5042	Curry Health Network	10-00-2005	126.00
09/18	09/06/2018	81922	166	Dan's Auto & Marine Electric	25-00-2005	158.23
09/18	09/06/2018	81923	259	Da-Tone Rock Products	15-00-2005	717.44
09/18	09/06/2018	81924	1	Mariah Beller	20-00-2005	195.12
09/18	09/06/2018	81925	1	Sara Boice	20-00-2005	11.48
09/18	09/06/2018	81926	1	Jason Nelson	20-00-2005	127.11
09/18	09/06/2018	81927	1	James Rybolt	20-00-2005	42.49
09/18	09/06/2018	81928	5333	Double D Electric	10-00-2005	2,065.14
09/18	09/06/2018	81929	2067	Enviro-Clean Equipment	20-00-2005	627.47
09/18	09/06/2018	81930	3342	Fastenal	25-00-2005	250.78
09/18	09/06/2018	81931	153	Ferrellgas	20-00-2005	156.44
09/18	09/06/2018	81932	5432	First Community Credit Union	25-00-2005	812.99
09/18	09/06/2018	81933	4646	Frontier	30-00-2005	393.47
09/18	09/06/2018	81934	5065	Gold Beach Lumber	10-00-2005	1,271.38
09/18	09/06/2018	81935	5884	Hansen Pole Buildings LLC	58-00-2005	20,726.00
09/18	09/06/2018	81936	139	Harbor Logging Supply	15-00-2005	710.29
09/18	09/06/2018	81937	199	Richard Harper	10-00-2005	400.00
09/18	09/06/2018	81938	4357	Hemlock Street Properties LLC	10-00-2005	125.00
09/18	09/06/2018	81939	5878	Holiday Inn Portland Airport	10-00-2005	594.96
09/18	09/06/2018	81940	4171	In-Motion Graphics	10-00-2005	213.90
09/18	09/06/2018	81941	162	Kerr Hardware	10-00-2005	1,413.70
09/18	09/06/2018	81942	328	Les Schwab Tire Center	10-00-2005	2,832.05
09/18	09/06/2018	81943	4269	Milliman, Gary	10-00-2005	67.50
09/18	09/06/2018	81944	283	Muffler & More	10-00-2005	417.00
09/18	09/06/2018	81945	3561	Oil Can Henry's	10-00-2005	254.46
09/18	09/06/2018	81946	279	One Call Concepts, Inc	20-00-2005	52.80
09/18	09/06/2018	81947	322	Postmaster	25-00-2005	850.00
09/18	09/06/2018	81948	5768	Proficient Auto Center Inc	10-00-2005	605.42
09/18	09/06/2018	81949	1840	Rogue Credit Union	15-00-2005	2,497.61
09/18	09/06/2018	81950	5298	Sea Clear Window Cleaning	10-00-2005	315.00
09/18	09/06/2018	81951	142	Tidewater Contractors Inc	50-00-2005	67,813.86
09/18	09/06/2018	81952	5280	Dennis Tippetts	10-00-2005	160.00
09/18	09/06/2018	81953	4542	Umpqua Bank	10-00-2005	4,036.94
09/18	09/06/2018	81954	2863	Verizon Wireless	10-00-2005	497.27
09/18	09/06/2018	81955	861	Village Express Mail Center	10-00-2005	22.58
09/18	09/06/2018	81956	2122	Cardmember Service	20-00-2005	11,719.34
09/18	09/06/2018	81957	4220	Woof's Dog Bakery	61-00-2005	63.00
09/18	09/13/2018	81958	2407	Blue Star Gas	10-00-2005	5,567.62
09/18	09/13/2018	81959	193	Central Equipment Co, Inc	50-00-2005	4,000.00

M = Manual Check, V = Void Check



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/18	09/13/2018	81960	3015	Charter Communications	30-00-2005	495.00
09/18	09/13/2018	81961	173	Curry Equipment	10-00-2005	270.29
09/18	09/13/2018	81962	5577	Davis, Teresa	10-00-2005	125.00
09/18	09/13/2018	81963	185	Del Cur Supply	10-00-2005	256.60
09/18	09/13/2018	81964	1	Larry & Kitty Demry	20-00-2005	60.00
09/18	09/13/2018	81965	3342	Fastenal	25-00-2005	101.94
09/18	09/13/2018	81966	2186	Ferguson Enterprises Inc #3011	20-00-2005	3,219.26
09/18	09/13/2018	81967	529	Flora Pacifica Inc	15-00-2005	3,600.00
09/18	09/13/2018	81968	4646	Frontier	30-00-2005	116.43
09/18	09/13/2018	81969	4518	Government Ethics Commission	75-00-2005	76.02
09/18	09/13/2018	81970	4978	Grants Pass Daily Courier	10-00-2005	95.14
09/18	09/13/2018	81971	5887	Musco Sports Lighting LLC	50-00-2005	381,143.00
09/18	09/13/2018	81972	5886	Office Depot Inc	10-00-2005	477.00
09/18	09/13/2018	81973	252	Paramount Pest Control	10-00-2005	50.00
09/18	09/13/2018	81974	4	Monica Lawrence	10-00-2005	214.00
09/18	09/13/2018	81975	4	William Manning	10-00-2005	189.00
09/18	09/13/2018	81976	207	Quill Corporation	10-00-2005	160.78
09/18	09/13/2018	81977	906	Valley River Inn	10-00-2005	497.52
09/18	09/13/2018	81978	169	Waste Connections Inc	10-00-2005	1,105.56
09/18	09/20/2018	81979	4734	Aramark Uniform Services	10-00-2005	150.00
09/18	09/20/2018	81980	993	ATCO International	10-00-2005	240.00
09/18	09/20/2018	81981	5431	Brandt Media	10-00-2005	13,271.20
09/18	09/20/2018	81982	5048	Brookings Harbor Medical Center	25-00-2005	200.00
09/18	09/20/2018	81983	4532	Brookings Harbor School District 17c	10-00-2005	22.00
09/18	09/20/2018	81984	5070	Canon Solutions America	10-00-2005	334.79
09/18	09/20/2018	81985	3015	Charter Communications	10-00-2005	224.96
09/18	09/20/2018	81986	5822	Chaves Consulting Inc	49-00-2005	370.20
09/18	09/20/2018	81987	4928	CIS Trust	10-00-2005	31,979.37
09/18	09/20/2018	81988	317	DCBS - Fiscal Services	10-00-2005	290.51
09/18	09/20/2018	81989	317	DCBS - Fiscal Services	10-00-2005	80.00
09/18	09/20/2018	81990	1	Sue Billings	20-00-2005	87.05
09/18	09/20/2018	81991	1	David Butcher	20-00-2005	24.60
09/18	09/20/2018	81992	1	Darcy Costa	20-00-2005	47.00
09/18	09/20/2018	81993	1	Carleen Ham	20-00-2005	17.56
09/18	09/20/2018	81994	1	Richard L Hills	20-00-2005	5.76
09/18	09/20/2018	81995	1	Jamie Jones	20-00-2005	82.61
09/18	09/20/2018	81996	1	Valerie Lugo	20-00-2005	135.62
09/18	09/20/2018	81997	1	Lauretta Peevey	20-00-2005	16.99
09/18	09/20/2018	81998	1	Roger Ruhl	20-00-2005	45.00
09/18	09/20/2018	81999	2640	Dyer Partnership Inc., The	52-00-2005	20,224.16
09/18	09/20/2018	82000	5804	Early Management Team Inc	10-00-2005	1,030.00
09/18	09/20/2018	82001	2186	Ferguson Enterprises Inc #3011	50-00-2005	46.70
09/18	09/20/2018	82002	4646	Frontier	25-00-2005	1,031.52
09/18	09/20/2018	82003	5884	Hansen Pole Buildings LLC	58-00-2005	20,726.00
09/18	09/20/2018	82004	3632	Harbor View Windows, Heating & Air Inc	10-00-2005	11.63
09/18	09/20/2018	82005	4357	Hemlock Street Properties LLC	10-00-2005	135.00
09/18	09/20/2018	82006	4910	Hilton Eugene & Conference Center	10-00-2005	464.12
09/18	09/20/2018	82007	4171	In-Motion Graphics	61-00-2005	184.50
09/18	09/20/2018	82008	5888	Lehr	10-00-2005	210.80
09/18	09/20/2018	82009	5558	Ray Marrington	10-00-2005	52.00
09/18	09/20/2018	82010	1844	My-Comm, Inc	10-00-2005	277.40
09/18	09/20/2018	82011	4443	Napa Auto Parts-Golder's	10-00-2005	16.58
09/18	09/20/2018	82012	4487	Net Assets Corporation	10-00-2005	228.00
09/18	09/20/2018	82013	329	New Hope Plumbing	10-00-2005	912.50
09/18	09/20/2018	82014	5889	Frank Oclassen	10-00-2005	6,873.83
09/18	09/20/2018	82015	3561	Oil Can Henry's	10-00-2005	46.48

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/18	09/20/2018	82016	5008	Online Information Services	10-00-2005	160.24
09/18	09/20/2018	82017	4	Sandy Schoppert	10-00-2005	22.00
09/18	09/20/2018	82018	5791	Jake Pieper	10-00-2005	89.00
09/18	09/20/2018	82019	5101	Pitney Bowes Reserve Acct	10-00-2005	500.00
09/18	09/20/2018	82020	207	Quill Corporation	10-00-2005	428.14
09/18	09/20/2018	82021	5890	R & R Earth Boring Inc	50-00-2005	10,000.00
09/18	09/20/2018	82022	3	Jason Nelson	20-00-2005	86.99
09/18	09/20/2018	82023	591	Salmon Run Golf Course	61-00-2005	1,140.00
09/18	09/20/2018	82024	5730	Spectrum Reach	32-00-2005	500.00
09/18	09/20/2018	82025	4839	Kristy Spini	10-00-2005	79.25
09/18	09/20/2018	82026	956	Suiter's Paint & Body	10-00-2005	276.40
09/18	09/20/2018	82027	5788	Vikki's Custom Alterations	10-00-2005	35.00
09/18	09/20/2018	82028	861	Village Express Mail Center	10-00-2005	28.95
09/18	09/20/2018	82029	151	Western Communications, Inc.	52-00-2005	938.50
09/18	09/20/2018	82030	5864	WRK Engineers	50-00-2005	11,345.17
09/18	09/27/2018	82031	5637	Bandon Well & Pump Co	50-00-2005	1,816.00
09/18	09/27/2018	82032	5313	City of Brookings	33-00-2005	25.52
09/18	09/27/2018	82033	183	Colvin Oil Company	15-00-2005	4,677.17
09/18	09/27/2018	82034	182	Coos-Curry Electric	33-00-2005	384.00
09/18	09/27/2018	82035	4534	Daily Journal of Commerce Inc.	52-00-2005	776.10
09/18	09/27/2018	82036	259	Da-Tone Rock Products	50-00-2005	268.62
09/18	09/27/2018	82037	5826	Ron Dean	15-00-2005	30.00
09/18	09/27/2018	82038	371	Dept. of Environmental Quality	25-00-2005	360.00
09/18	09/27/2018	82039	5718	Don Kirk Construction Inc	50-00-2005	500.00
09/18	09/27/2018	82040	5642	Financial Pacific Leasing	30-00-2005	47,689.78
09/18	09/27/2018	82041	529	Flora Pacifica Inc	50-00-2005	10,000.00
09/18	09/27/2018	82042	298	Freeman Rock, Inc	50-00-2005	9,648.61
09/18	09/27/2018	82043	4128	GSI Water Solutions Inc	52-00-2005	2,230.30
09/18	09/27/2018	82044	4953	Harbor Truss and Supply LLC	50-00-2005	1,450.00
09/18	09/27/2018	82045	4171	In-Motion Graphics	10-00-2005	13.50
09/18	09/27/2018	82046	4980	iSecure	10-00-2005	33.00
09/18	09/27/2018	82047	4954	John Deere Financial	15-00-2005	593.87
09/18	09/27/2018	82048	123	Motorola	30-00-2005	114,390.05
09/18	09/27/2018	82049	5886	Office Depot Inc	10-00-2005	81.23
09/18	09/27/2018	82050	4324	OGFOA	10-00-2005	325.00
09/18	09/27/2018	82051	687	Owen Equipment Company	15-00-2005	760.46
09/18	09/27/2018	82052	4	Ashley Beckett	10-00-2005	218.00
09/18	09/27/2018	82053	4	Diane Larson	10-00-2005	214.00
09/18	09/27/2018	82054	4	Jim Lidgus	10-00-2005	327.00
09/18	09/27/2018	82055	5768	Proficient Auto Center Inc	20-00-2005	109.96
09/18	09/27/2018	82056	5413	Southern Computer Warehouse	49-00-2005	1,179.10
09/18	09/27/2018	82057	380	Stadelman Electric Inc	10-00-2005	15,366.37
09/18	09/27/2018	82058	5891	Sunriver Resort	10-00-2005	299.61
09/18	09/27/2018	82059	861	Village Express Mail Center	10-00-2005	7.94
09/18	09/27/2018	82060	169	Waste Connections Inc	33-00-2005	50.53
09/18	09/27/2018	82061	4131	Zumar Industries Inc	15-00-2005	283.58
Grand Totals:						998,969.33

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

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City Recorder: \_\_\_\_\_

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Report Criteria:

Report type: Summary

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## Committee Vacancies

Date: October 8, 2018

**Re: Vacant Volunteer Positions**

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Following is a list of all Commission/Committee positions and terms currently vacant:

Position	Held By	Month/ Day	Year Expires	Term/ Years
Budget #1	VACANT	2/1	2021	3
Budget #2	VACANT	2/1	2019	3
Parks & Rec #2	VACANT	2/1	2019	2
Planning Commission #3	VACANT	4/1	2020	4
Planning Commission #7	VACANT	4/1	2019	4