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PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is entered into on the 11th day of May, 1993, by and between:

Demuth Glick Consultants, Ltd.
1314 N.W. Irving St. - Suite 510
Portland, Oregon 97209

"DGC"

City of Newberg
414 East First Street
Newberg, Oregon 97132

"City"

RECITALS

1. The City has received a \$2,000 grant from DLCD to prepare examine pedestrian oriented commercial development in small communities.
2. The Planning Director contacted three firms in regard to facilitation of the workshop. Following a review of costs and proposed services, DGC was selected as being best suited to conduct the work for the City.
3. DGC is an experienced urban design consulting firm and is professionally qualified to conduct such a project.

NOW, THEREFORE, the Parties agree as follows:

1. **Scope of Work.** The City employs DGC to accomplish the scope of work set out in Exhibit A and by this reference Exhibit A is hereby incorporated. The time for completing the work shall be approximately June 30, 1993.
2. **Compensation.** DGC agrees to complete the work outlined in the scope of work for a fixed fee of \$2,000. DGC will submit billings to the City on a monthly basis.
3. **Termination of Agreement.** Either party may terminate the agreement by giving written notice at the above-stated addresses to the other party. DGC shall upon termination submit all work accomplished to the City and such work product shall be the property of the City.
4. **Miscellaneous.** DGC waives any right to Workers' Compensation, Unemployment Benefits, and understands any employee tax or other income tax withholding shall be the responsibility of DGC. DGC shall indemnify and hold harmless the City of Newberg against any claim by its employees for Workers' Compensation, Unemployment Benefits, employee tax withholding, and income tax withholding. Further, DGC shall defend and indemnify the City against any liability or claim arising from the use of private automobiles in traveling to and from job or during project.

IN WITNESS HEREOF, the parties have affixed their signatures below.

For DGC

By: Fred Glick
Fred Glick

Dated: May 14, 1993

For the CITY OF NEWBERG

By: Duane R. Cole
Duane Cole
City Manager

Dated: May 11, 1993

EXHIBIT A SCOPE OF WORK

A. WORKSHOP PREPARATION

The consultant will review materials developed by the APA transportation rule working group addressing pedestrian and bicycle transit friendly development ordinances. In addition, the consultant will review ODOT's Best Management Practices Manual. The consultant will meet with City staff regarding format and preparation of the workshop.

B. WORKSHOP

The workshop will be conducted on May 20 from Noon to 4:00 p.m. The consultant, in conjunction with City staff, will facilitate the workshop. The focus of the workshop is to examine existing models of pedestrian oriented commercial development and to develop new pedestrian oriented design standards for small communities. Participants at the workshop will include representatives from ODOT, DLCD, and the development community. It is intended that design solutions will be sketched by the consultant at the workshop.

C. WORKBOOK DEVELOPMENT

Following completion of the workshop, City staff will prepare text describing the design solutions. Workshop sketches will be redrawn by the consultant for inclusion in the workbook. A draft workbook will be prepared and reviewed by workshop participants. The consultant will meet with staff regarding final recommendations in the workbook.

D. TIMELINE

All work shall be completed by June 30, 1993.

E. FINAL PRODUCT

Products include a workshop and a workbook describing the results of the workshop. The workbook will include sketches of solutions as well as model ordinance language prepared by City staff. The final product will be a camera ready version of the workbook. The final product prepared by the consultant will include camera ready graphics for inclusion in the workbook.