

CITY OF NEWBERG
AGREEMENT WITH DEHAAS & ASSOCIATES, INC.
TO PROVIDE CONSULTING SERVICES
TO THE CITY OF NEWBERG

THIS AGREEMENT is entered into this 29th day of December, 2000 by and between the City of Newberg, a municipal corporation of the State of Oregon, hereinafter called **City**, and Dehaas & Associates, Inc.

9450 SW Commerce Circle, Suite 300
Wilsonville, OR 97070

503-682-2450
(Phone)

503-682-4018
(Fax)

hereinafter called **Consultant**.

RECITALS:

1. **City** has need for the services of a **Consultant** with particular training, ability, knowledge, expertise and experience possessed by **Consultant**.
2. **City** has chosen the **Consultant** using the request for quotes process.

NOW, THEREFORE, in consideration of mutual promises, covenants and agreements of the parties, it is agreed as follows.

1. **Effective Date and Duration:** This Agreement shall become effective on the date that this Agreement has been signed by every party hereto.

Unless, terminated or extended, this Agreement shall expire when the **City** accepts **Consultant's** completed performance or on March 30, 2001 whichever date occurs first. This fact notwithstanding, the services of **Consultant** shall be authorized and paid on a phase-by-phase basis as described in Exhibit "A."

Expiration shall not extinguish or prejudice **City's** right to enforce this Agreement with respect to any breach of a **Consultant** warranty or any fault or defect in **Consultant's** performance that has not been cured.

2. **Termination:** This Agreement may be terminated at any time by mutual, written consent of the parties. The **City** may, at its sole discretion terminate this Agreement in whole or part upon a 30-day written notice to **Consultant**. The **City** may terminate immediately upon notice to the **Consultant** that the **City** does not have funding, appropriations, or other necessary expenditure authority to pay for **Consultant's** work. The **City** may terminate Agreement at any time for material breach. This Agreement may be terminated by either party at the end of a project phase as defined in Exhibit "A" or at any time upon a 30-day written notice.

3. **Scope of Work:** The **Consultant** agrees to provide the services provided in the Scope of Work which is

Exhibit "A" and attached hereto and incorporated by this reference. The **Consultant** represents and warrants to the **City** that the **Consultant** can perform the work outlined in the Scope of Work for the fee proposal amount.

4. **Compensation:** The **Consultant** agrees to perform the work for a not-to-exceed fee as indicated in their professional fee proposal obtained in the Scope of Work. The not-to-exceed figure is as follows:

\$24,000

The **Consultant** shall not exceed the fee for any task included in the fee proposal amount. If the **Consultant** sees that the fee is going to exceed the not-to-exceed figure because the task has changed or is outside the scope, the **Consultant** shall notify the **City** in writing of the circumstances with an estimated amount that the fee is to be exceeded. The **Consultant** shall obtain written permission from the **City** before exceeding the not-to-exceed fee amount. If the **Consultant** does work that exceeds the maximum fee amount prior to obtaining the written permission, the **Consultant** waives any right to collect that fee amount.

5. **Additional Work Not Shown within the Scope of Work:** If **City** requests or requires work to be done not within the Scope of Work of this project, the **Consultant** shall notify the **City** of such work, provide an estimated fee amount, and obtain written instructions to proceed with work in the form of an Agreement amendment prior

to proceeding with work and incurring any costs on behalf of the **City**. If **Consultant** proceeds with work prior to obtaining permission and/or Agreement amendment, the **Consultant** waives any right to collect fees for work performed.

6. Agreement Documents: This Agreement consists of the following documents which are listed in descending order of preference:

This Agreement with attached Exhibits, Exhibit A, the proposal of the **Consultant**, and Exhibit B, the Request for Quotes. Work is under the sole control of **Consultant**, however, the work contemplated herein must meet the approval of the **City** and shall be subject to **City's** general right of inspection and supervision to secure the satisfactory performance thereof.

7. Benefits: **Consultant** will not be eligible for any federal social security, state workers compensation, unemployment insurance, or public employees' retirement system benefits from the Agreement payment except as a self-employed individual.

8. Federal Employment Status: In the event any payment made pursuant to this Agreement is to be charged against federal funds, **Consultant** certifies that he or she is not currently employed by the federal government and the amount charged does not exceed his or her normal charge for the type of services provided.

9. Consultant's Warranties: The work to be performed by **Consultant** includes services generally performed by **Consultant** in his/her usual line of business. The work performed by the **Consultant** under this Agreement shall be performed in a good and businesses-like manner in accordance with the highest professional standards. The **Consultant** shall, at all times, during the term of this Agreement, be qualified, be professionally competent, and dully licensed to perform the work.

10. Indemnity: **Consultant** shall defend, indemnify and hold harmless **City** from and against all liability or loss and against all claims, suits, actions, losses, damages, liabilities, costs, and expenses of any nature whatsoever resulting from, arising out, or relating to the activities of the **Consultant**, or its officers, employees, subcontractors, or agents under this Agreement.

11. Independent Contractor: **Consultant** is not currently employed by the **City**. The parties to this Agreement intend that the **Consultant** perform all work as an Independent Contractor. No agent, employee, or servant of **Consultant** shall be or shall be deemed to be the employee, agent or servant of **City**. **City** is interested only in the results obtained under this Agreement; the manner and means of conducting the work are under the sole control of **Consultant**, however, the work

contemplated herein must meet the approval of the **City** and shall be subject to **City's** general right of inspection and supervision to secure the satisfactory performance thereof.

12. Taxes: **Consultant** will be responsible for any federal or state taxes applicable to payments received under this Agreement. **City** will report the total of all payments to **Consultant**, including any expenses, in accordance with the Federal Internal Revenue Service and the State of Oregon Department of Revenue regulations.

13. Insurance:

a) **Consultant**, its subconsultants, if any, and all employers working under this agreement are subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all their subject workers; or by signing this Agreement, **Consultant** represents that he or she is a sole proprietor and is exempt from the laws requiring workers' compensation coverage.

b) **Consultant** will, at all times, carry a Comprehensive General Liability insurance policy for at least \$1,000,000.00 combined single limits per occurrence for Bodily Injury, Property Damage, and Personal Injury. If the policy is written on the new occurrence form then the aggregate limit shall be \$2,000,000.00. The **City**, its agents, employees and officials all while acting within their official capacity as such, shall be named as an additional insured on the insurance specified in this paragraph.

c) **Consultant** will, at all times, carry a Professional Liability/Errors and Omission type policy with limits of at least \$500,000.00. If this policy is a "claims made" type policy, the policy type and company shall be approved by the City Manager prior to commencement of any work under this Agreement.

d) **Consultant** shall furnish the **City** with Certificates of Insurance upon execution of Agreement. Such Certificates of Insurance evidencing any policies required by this Agreement shall be delivered to the **City** prior to the commencement of any work. A 30-day notice of cancellation clause shall be included in said certificate. The **City** has the right to reject any certificate for unacceptable coverage and/or companies.

14. Assignment: The parties hereto each bind themselves, their partners, successors, assigns and legal representatives of such other party in respect to all terms of this Agreement. Neither party shall assign the Agreement as a whole without written consent of the other.

15. Ownership of Work Product: All original documents prepared by **Consultant** in performance of

this Agreement, including but not limited to original maps, plans, drawing and specifications are the property of City unless otherwise agreed in writing. Quality reproducible records copies shall be provided to City at City's expense, upon request. City shall indemnify and hold harmless Consultant and Consultants independent professional associates or Subconsultants from all claims, damages, losses and expenses including attorney's fees arising out of any unauthorized use of any

instruments of professional service.

16. **Entire Agreement:** This Agreement constitutes the entire Agreement between the parties and supersedes all prior agreements, written and oral, courses of dealing, or other understanding between the parties. No modification of this Agreement shall be binding unless in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above mentioned.

CONSULTANT

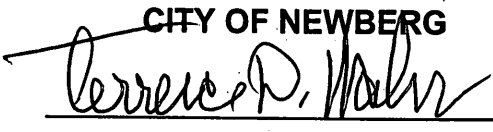
By: 

Name: Marlin J. DeHaas

Title: President

Date: 12/29/00

CITY OF NEWBERG

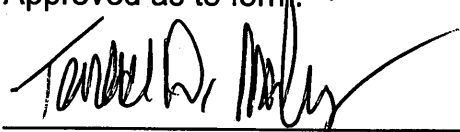
By: 

Name: TERRENCE D. MAHR

Title: Acting City Manager

Date: 12/23/00

Approved as to form:



Terrence D. Mahr, City Attorney

Exhibit A

December 12, 2000

David Beam - Economic Development Coordinator/Planner
Newberg Community Development Office
P.O. Box 970
Newberg, OR 97132

Re: Proposal - Preliminary Design
STREET IMPROVEMENTS - WEST SIDE of N. COLLEGE STREET

DeHaas & Associates, Inc. is a Civil Engineering and Surveying firm based in the AGC Center in Wilsonville with immediate access to I-5 and I-205. The Firm has operated continuously for twenty-four (24) years.

DeHaas & Associates, Inc. has engaged in a variety of engineering, planning and surveying projects ranging in cost from less than \$1,000.00 up to more than \$3,000,000.00.

Marlin J. DeHaas, P.E., P.L.S., is the principle in charge of projects and will directly supervise, review and make presentations associated with the work. DeHaas will be authorized to represent the Consultant in any negotiations and will be authorized to sign any contract which may result.

Office address and phone number:

DeHaas & Associates, Inc.
9450 SW Commerce Circle, Suite 300
Wilsonville, OR 97070
Ph. (503) 682-2450
Fax (503) 682-4018

UNDERSTANDING THE PROJECT

Our understanding of the project is taken from the Request for Proposal, a brief meeting with Barton Brierley, a brief conversation with David Bean, the 11/20/00 Request for Council Action, an on-site field review of the project limits, a review of the Assessor's Maps, a review of the City's LID Ordinance and our general experience with similar projects, especially LID projects.

It is our understanding that the general scope of work is to develop preliminary plans and costs estimates for a project acceptable to the City and the State, which project will fall within the available budget funds and which project will be acceptable to those Citizens that the City wishes to involve in an LID to finance a portion of the improvements.

We also understand the City wishes to have the Consultant assist the City with those tasks normally associated with formation of an appropriate LID. These initial tasks are generally identified as the Engineer's Report. Newberg's LID Ordinance is straight forward and the Engineer's Report items are prescribed in Section 3 of the LID Ordinance.

We have broad experience in the LID process and are capable of handling all elements from formation of the district to docketing the assessments. We would be available to tackle whichever elements the City wishes to assign.

The City wishes to conduct the preliminary engineering work in concert with State approvals and in a manner that will support development of a grant application to the State, leading to State funding of a portion of the project costs. The Consultant will be expected to meet with the State to assure compliance with their requirements.

STATEMENT OF QUALIFICATIONS

PRINCIPAL STAFF of DEHAAS & ASSOCIATES, INC. to be assigned to the project and their general background and experience are as follow:

MARLIN J. DEHAAS, P.E., P.L.S., will serve as Project Manager, prepare the preliminary cost estimates, supervise designs and will represent the firm on all aspects of the project. DeHaas is authorized to represent the Consultant in any negotiations and sign any contract which may result.

P.E., Civil & Environmental Engineering, Oregon
P.E., Civil Engineering, Washington
P.L.S., Oregon

1961 - #4711
1977 - #16942
1977 - #1171

DeHaas has over 44 years experience with a variety of engineering projects. Consulting experience includes design and construction management for many new facility projects. Experience also includes the direct responsibility for formation and construction of more than 150 Local Improvement District (LID) projects while serving in the capacities of City Engineer, Public Works Director and Private Consultant.

HASSAN A. IBRAHIM, P.E., will serve as Project Engineer under the direct supervision of the Project Manager.

P.E., Civil Engineering, Oregon

1994 - #17219

Hassan has over 12 years experience in design and administration of a wide range of civil engineering projects, including but not limited to transportation, stormwater, wastewater, water and waterworks. Projects have been both public and private. A few of the general tasks performed by Hassan involve project coordination, meeting with clients, negotiation, cost estimates, monthly estimates, specifications, contract documents, etc.

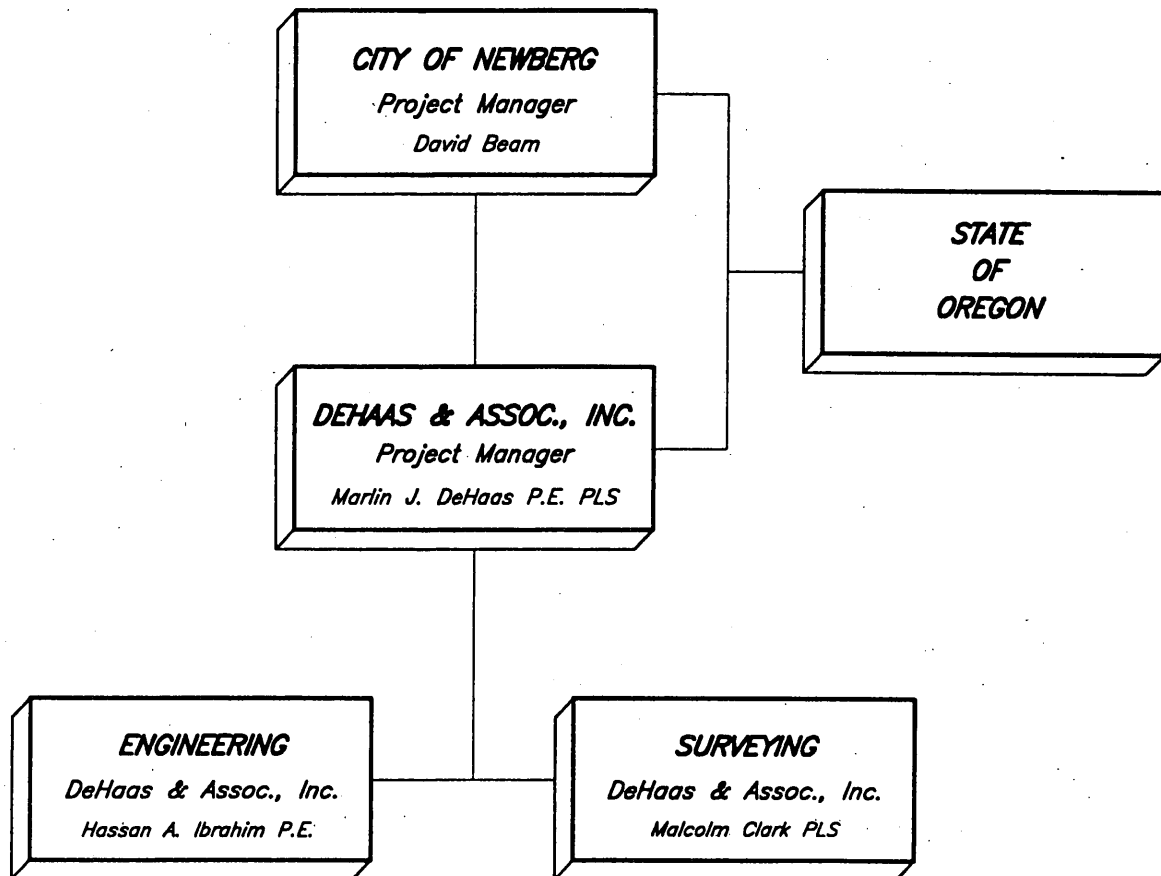
MALCOLM N. CLARK, P.L.S., A.S.P., will serve as Survey Manager, supervising design and construction surveying, conducting research and preparing descriptions, along with the general type of associated work as outlined in the Request for Proposals.

P.L.S., Oregon
P.L.S., Washington
P.L.S., California
P.L.S., Idaho

1963 - #601
1980 - #18724
1981 - #4940
1985 - #5085

Clark has over 39 years experience in land and construction surveying work.

PROJECT TEAM ORGANIZATION



SAMPLE PROJECTS and REFERENCES

DeHaas & Associates, Inc. has administered the initiation, design, construction and assessment of many public LID improvement projects. Following are samples of our experience with complex designs for public LID projects.

1. 69th Avenue LID

City of Tigard - Gus Duenas (503) 639-4171

This project has been specifically selected to illustrate the experience and qualifications of DeHaas & Associates, Inc. to administer all aspects of a complicated and involved LID. This was a project which assessed 29 properties. It involved design of approximately \$1,200,000 of street, storm drain, sanitary sewer improvements, along with undergrounding existing overhead power, telephone and T.V.

Our firm administered all the usual LID functions such as Preliminary Engineers Report, Ownership Reports, Assessment Methods, Assessment Rolls, Presentations to Council and administration of Public Hearings.

2. Ridder Road Area LID

City of Wilsonville - Mike Stone (503) 682-4960

This was a large LID project involving approximately \$900,000 of street, storm drain and sanitary sewer improvements. Street improvements involved addressing significant high voltage BPA power facilities, special underground telecommunication facilities, gas line relocations and R/W acquisition. Pavement Services, Inc. was the pavement design subconsultant on this project.

3. Parr Road LID Street Improvements

City of Woodburn - Frank Tiwari (503) 982-5249

This was a large LID project involving approximately \$816,000 of street, storm drain, lighting and signal improvements. Special conditions were addressed involving two new schools fronting and taking access from the project, both of which opened and were accommodated during the project. Pavement Services, Inc. was the pavement design subconsultant and Kittelson & Associates, Inc. was the traffic subconsultant.

4. Willow Lane LID

City of Lake Oswego - Wayne Halvorsen (503) 635-0270

This was a street improvement project costing approximately \$400,000 and involving the usual construction items of street, storm drainage, sidewalks and street lighting. Special construction items included undergrounding power and telephone. In addition to usual design and services during construction, the Consultant was asked to prepare ordinances, resolutions, notices of public hearings, conduct public hearings and do all things necessary in forming the Local Improvement District and effecting the improvement. Right-of-Way acquisition responsibilities were also delegated to the Consultant.

Although it has been several years, DeHaas & Associates, Inc. designed and administrated construction of the 72nd Avenue area LID project discussed hereafter.

5. 72nd Avenue Area LID

City of Tigard - Frank Currie (206) 931-3010

This project has been specifically selected to illustrate the experience and qualifications of DeHaas & Associates, Inc. to administer all aspects of a very large, complicated and involved LID.

This was a project which assessed 116 properties. It involved design of approximately \$3,000,000 of street, storm drain, sanitary sewer and signals (railroad and traffic) improvements. Our firm administered all the usual LID functions such as Preliminary Engineers Report, Ownership Reports, Assessment Methods, Assessment Rolls, Presentations to Council, Public Hearings, Negotiation and Acquisition of Right-of-Way and Easements (appraised at approximately \$800,000 and acquired at approximately \$250,000), preparation and effecting to completion of PUC orders for two sets of Railroad Crossing Protection Installations and all other related functions necessary to effect the full completion of an LID project.

Design and construction surveying along with record-of-survey work related to monumentation likely to be disturbed, were a principal part of the work.

During this project, we planned an interfaced with the following types of agencies, in addition to the City of Tigard:

Tigard Water District
Metzger Water District
City of Tualatin (Coordinate with 36" waterline construction)
Oregon State Highway Division
Public Utility Commissioner
Southern Pacific Transportation Co.
Southern Pacific Industrial Development Co.
Portland General Electric
Northwest Natural Gas
General Telephone
Tri-Met
Washington County

This project required coordination of project design and construction to match with the State's "SW 72nd Avenue Interchange (Tigard) Section" project, design and construction of street, storm drain and signalization improvements at three (3) intersections (the intersection of Durham Road and Boones Ferry Road; is on the State system), and purchase of right-of-way from the OSHD at the South end of 69th Avenue.

It is important to know that all the above projects were LID projects requiring careful cost control and quality work. DeHaas & Associates, Inc. is organized such as the Principle (Marlin J. DeHaas) has good control and knowledge of all major aspects of projects.

PROPOSED WORK SCOPE AND METHODOLOGY

Although we recognize that a final scope of work will be developed after initial meetings and revised as the project unfolds, following are the general elements we would anticipate from our understanding of the project;

1. Attend orientation meeting with the City.
2. Obtain related project information that would be helpful in organizing the project, such as existing street and utility plans, City standards and State standards.
3. Obtain Assessors maps of the area to be improved and assessed (we have already done this).
4. Meet with State Officials for further orientation and discussion of the grant application process and requirements.
5. Review existing master storm drain plans (if available) and after field review and analysis, review suggested concepts for handling storm drainage.
6. Review the City's standard typical sections with the goal of the street widening being in concert with a three-lane status.
7. Conduct a preliminary examination in the field to determine areas with conflicts or difficulties such as grade problems, specimen trees, grade issues, R/W constraints and etc.
8. Prepare alternate preliminary plans and cost estimates, one of which addresses the ultimate improvement, and others which may be interim, but meet budget limitations.
9. After review and alternate selection and approval by the City and State, prepare, or assist the City in preparing the Engineers Report for the proposed formation of an LID. Such work would include, describing the district boundary, spreading the assessment, preparing preliminary maps and assessment roll, attending meetings as required and completing such other elements the City may assign with respect to the LID formation process.
10. Assist with informal public meetings and public hearings.
11. Assist in revising the Engineers Report if the City Council at, or after, the public hearing on formation of the LID so directs.
12. Assist the City in the final preparation of the grant application to the State.

SCHEDULE

The attached Gantt Chart Schedule illustrates task list and time schedule proposed. It should be noted that prescribed timing for informal or formal public hearings, advertisements, rehearings, etc. are not under our control and may upset the City's aggressive time schedule. Inasmuch as the target date for grant applications is set at March 15, 2001, there is a possibility that the LID formation process may not be complete.

Understanding that time is of the essence, we have proposed a very aggressive time schedule, realizing that we don't have firm control of the response time of City, State or other participants in the project. Recall that some of the schedule time will occur during the holidays when its likely some contributors may be on vacation and not available. For purpose of illustrating a schedule, we have assumed that the Consultant will be selected and issued a Notice to Proceed by 12/22/00.

SCHEDULE					
RFP-ENGINEERING SERVICES, 12/15/00					
STREET IMPROVEMENTS-WEST SIDE OF N. COLLEGE STREET					
ID	Task Name	Duration	Start	Finish	
1	Orientation Meeting With City	3 days	12/22/00	12/26/00	
2	Assemble Project Information	6 days	12/26/00	1/2/01	
3	Obtain Assessor's maps	1 day	12/22/00	12/22/00	
4	Meet With ODOT	4 days	12/26/00	12/29/00	
5	Storm Drain Analysis	6 days	12/29/00	1/5/01	
6	Typical Section Analysis	4 days	1/2/01	1/5/01	
7	Onsite Conflict Analysis	6 days	1/5/01	1/12/01	
8	Prepare Alt. Plans & Estimates	20 days	1/12/01	2/8/01	
9	Prepare Engineer's Report	6 days	2/8/01	2/15/01	
10	Assist With Public Meetings	11 days	2/15/01	3/1/01	
11	Revise Engineer's Report if Required	6 days	3/1/01	3/8/01	
12	Assist City With Grant Application	6 days	3/8/01	3/15/01	

ID	Task Name	Duration	Start	Finish	/00	12/24/00	12/31/00	1/7/01	1/14/01	1/21/01	1/28/01	2/4/01	2/11/01	2/18/01	2/25/01	3/4/01	3/11/01
1	Orientation Meeting With City	3 days	12/22/00	12/26/00													
2	Assemble Project Information	6 days	12/26/00	1/2/01													
3	Obtain Assessor's maps	1 day	12/22/00	12/22/00													
4	Meet With ODOT	4 days	12/26/00	12/29/00													
5	Storm Drain Analysis	6 days	12/29/00	1/5/01													
6	Typical Section Analysis	4 days	1/2/01	1/5/01													
7	Onsite Conflict Analysis	6 days	1/5/01	1/12/01													
8	Prepare Alt. Plans & Estimates	20 days	1/12/01	2/8/01													
9	Prepare Engineer's Report	6 days	2/8/01	2/15/01													
10	Assist With Public Meetings	11 days	2/15/01	3/1/01													
11	Revise Engineer's Report if Required	6 days	3/1/01	3/8/01													
12	Assist City With Grant Application	6 days	3/8/01	3/15/01													

PRODUCTS

1. Preliminary plans and specifications in illustration format showing general street and storm drain improvements (2 alternates).
2. Preliminary cost estimates for each alternate including rough quantities and prices along with ample contingency allowances. The estimates will include legal administration and engineering costs (LA&E) attributable to the project.
3. A preliminary assessment map showing the LID boundaries and identification (ident) numbers of the parcels to be assessed. The assessment map would indicate the method of assessment and factors for making such calculations.
4. A preliminary assessment roll including ident numbers, name and address of owners, assessed value, outstanding assessments and amount proposed to be assessed to each parcel.
5. If the City elects, a narrative and such other elements as are usually included in the Engineers Report.
6. If the City elects, provide such narrative or other information appropriate to include in or with the grant application to the State.

BUDGET

The RFP allows a budget not to exceed \$24,000.00. We have made an effort to develop our scope of work and level of preliminary design to fall within this budget. The attached schedule of STAFF HOURS and COSTS assigns staff effort (hours) anticipated for each scope of work task, and illustrates how the proposed work product can be accomplished within the allowed budget.

We appreciate the opportunity to present this proposal and hope you will check our references and services on other LID projects. I believe you will be pleased with our service.

Sincerely,



Marlin J. DeHaas, P.E., P.L.S.
President

cc: 00.437.632

STAFF HOURS & COSTS

RFP - ENGINEERING SERVICES, 12/5/00

STREET IMPROVEMENTS - WEST SIDE OF N. COLLEGE STREET

HOURLY RATES

		\$70.00	\$55.00	\$43.00	\$39.00	\$29.00	\$55.00	\$41.00	\$91.00		
TASK DESCRIPTION		PROJECT MANAGER	PROJECT ENGINEER	ENGINEER TECH	DRAFTSMAN	CLERICAL	SURVEY MANAGER	SURVEY TECH	2-MAN CREW	DIRECT EXPENSE	TOTALS
1. Orientation Meeting with City	1	4	4							\$25.00	\$525.00
2. Assemble Project Information	2	5	7	7			4	4		\$200.00	\$1,620.00
3. Obtain Assessor Maps	3				2					\$50.00	\$128.00
4. Meet with ODOT	4	4	4							\$35.00	\$535.00
5. Storm Drain Analysis	5	5	10	10						\$20.00	\$1,350.00
6. Typical Section Analysis	6	2	2							\$5.00	\$255.00
7. On-Site Conflict Analysis	7	4	10	10			4	4	5	\$100.00	\$2,199.00
8. Prepare ALT. - Plans and Estimates	8	21	67	67	67	5	9	5	7	\$45.00	\$12,176.00
9. Prepare Engineers Report	9	7	7	14		7	8	5		\$75.00	\$2,400.00
10. Assist with Public Meetings	10	5	5							\$40.00	\$665.00
11. Revise Engineers Report (if required)	11	4	4	6	7	5				\$125.00	\$1,301.00
12. Assist City with Grant Applications	12	4	2			1				\$10.00	\$429.00
TOTAL HOURS		65	122	114	76	18	25	18	12		
RATE		\$70.00	\$55.00	\$43.00	\$39.00	\$29.00	\$55.00	\$41.00	\$91.00	0.00	
TOTAL DOLLARS		\$4,550.00	\$6,710.00	\$4,902.00	\$2,964.00	\$522.00	\$1,375.00	\$738.00	\$1,092.00	\$730.00	\$23,583.00

REQUEST FOR PRICE QUOTES CITY OF NEWBERG PROPOSED IMPROVEMENTS TO HIGHWAY 219

The City of Newberg is requesting price quotes from qualified contractors to perform preliminary design engineering for pedestrian/bicycle improvements on the west side of Highway 219. The City is developing a grant application to the State of Oregon to assist with funding of the project. The preliminary design will be used to support the grant application.

The project area is completely within the city limits and is approximately one mile in length (from Foothills Road to just south of Sierra Vista Street.) Consultant tasks will include the following:

- Assist with development of alternative project concepts;
- Develop preliminary designs for alternatives;
- Develop project cost estimate for preferred alternative; and,
- Determination of property value assessments for possible Local Improvement District surrounding the project area for the preferred alternative.

The proposed work must be completed by January 31, 2001. The City has budgeted a maximum of \$24,000 for the design work.

Price quotes must be received by 5:00 p.m. on December 15, 2000. Contractors should submit one reproducible copy of the price quote on 8" x 11 1/2" paper. The price quote may be delivered by the following methods: (1) mailed to the Newberg Community Development Office, P.O. Box 970, Newberg, OR 97132; (2) hand delivered to Newberg City Hall, 414 E. First Street; or, (3) faxed to 503-537-1272. Price quotes shall include: 1) statement of qualifications; 2) proposed work scope, methodology, and schedule; 3) description of products; and, 4) proposed project budget.

Following receipt of proposals, the City will select a preferred consultant. The City and consultant will then develop a detailed project scope, schedule, and budget.

Questions regarding this request may be directed to David Beam, Economic Development Coordinator/Planner at 503-537-1213.