

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, February 24, 2025, 7:00pm

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

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Oral Requests and Communications from the audience

(*Public Comments on non-agenda items – five (5) minute limit per person, please submit Public Comment Form in advance)

E. Consent Calendar

1. Approve Council minutes for February 10, 2025 [Pg. 1]
2. Receive monthly financial report for January 2025 [Pg. 3]

F. Staff Reports/Public Hearings/Ordinances/Resolutions/Final Orders

1. Police Storage Building [Pg. 9]
 - a. Klinefelter Contracting Inc - Estimate [Pg. 11]
 - b. Don Kirk Construction Inc - Estimate [Pg. 12]
 - c. J&B Painting & Drywall - Estimate [Pg. 16]

G. Remarks from Mayor, Councilors and City Manager

H. Adjournment

*Public Comment forms and the agenda packet are available on-line at www.brookings.or.us, and at Brookings City Hall. Return completed Public Comment forms to the City Recorder before the start of the 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 541-469-1102 if you have any questions regarding this notice. You can view City Council meetings LIVE on television on Charter PEG Channel 181, or stream/view on the City's YouTube Channel: <https://www.youtube.com/@cityofbrookingsoregon8039> clicking on "Live" or search 'City of Brookings Oregon YouTube' in your browser.

City of Brookings
CITY COUNCIL MEETING MINUTES
City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, February 10, 2025

Call to Order

Mayor Isaac Hodges called the meeting to order at 7:00 PM

Roll Call

Council Present: Mayor Isaac Hodges, Councilors Andy Martin, Kristi Fulton, Phoebe Pereda, and Clayton Malmberg; a quorum present

Staff present: City Manager Tim Rundel, Public Works and Development Services Director Tony Baron, and City Recorder Brooklyn Osterhage

Media Present: None

Others Present: approximately 10 audience members

Oral Requests and Communications from the Audience

1. Phoebe Skinner, Gold Beach – Mayor Hodges read a letter from Phoebe Skinner in support of the SCCA Pool Extension.
2. Declan Debler, 529 Railroad Street – spoke in support of the SCCA pool season extension.
3. Morgan Perlmutter, 529 Railroad Street – spoke in support of the SCCA pool season extension.
4. Connie Hunter, 819 Paradise Lane – spoke on American suicide prevention advocacy.
5. Jane Opiat, 15943 Short Way – spoke in support of the SCCA pool season extension.
6. Dana Raishe, 98075 Prince Street – spoke in support of the SCCA pool season extension.
7. Reverend Dennis Daisy, 15765 Hwy 101 – spoke in support of the SCCA pool season extension.

Consent Calendar

1. Approve Council minutes for January 27, 2025
2. Accept Planning Commission minutes for December 3, 2024
3. Accept Planning Commission 2024 Year in Review
4. Reappoint Gerald Wulkowicz to Planning Commission
5. Reappoint Anthony Bond to Planning Commission
6. Appoint Amanda Whittemore to Planning Commission

Councilor Malmberg moved, Councilor Pereda seconded, and Council voted unanimously to approve the Consent Calendar.

Staff Reports and Public Hearings

1. South Coast Community Aquatics (SCCA) Pool Management Agreement Extension

Staff Report provided by Tony Baron

Val Early, President of SCCA, provided additional input on the extended pool season and SCCA's requests.

Councilor Martin moved, Councilor Fulton seconded, and Council voted unanimously to authorize the City Manager to extend the management agreement with South Coast Community Aquatics to operate the Brookings Municipal Pool for the optional six months through the 2025 season for a total of \$150,000.

Mayor Hodges moved, Councilor Malmberg seconded, and Council voted unanimously to authorize the City Manager to process the 2024 budgeted final payment of \$10,000 to SCCA for the winter pilot project.

2. Ransom & 5th Street Storm Water Repairs

Staff Report provided by Tony Baron

Mayor Hodges moved, Councilor Fulton seconded, and Council voted unanimously to authorize the City Manager to execute a contract with Tidewater Contractors Inc. for the Ransom Avenue Storm Water Repair project in the amount of \$51,500.

3. Letter to Governor Kotek in support of suspending new requirements recently enacted from the Wildfire Hazard Map and allowing the Lone Ranch project to continue through to completion.

Staff Report provided by Tim Rundel

Councilor Pereda moved, Councilor Malmberg seconded, and Council voted unanimously to authorize the Mayor to sign a letter to Governor Kotek in support of suspending new requirements recently enacted from the Wildfire Hazard Map and allowing the Lone Ranch project to continue through to completion with carbon copies added.

4. Appointment of City Manager Tim Rundel to South West Area Commission of Transportation Membership

Staff Report provided by Tim Rundel

Councilor Fulton moved, Councilor Pereda seconded, and Council voted unanimously to authorize the appointment of City Manager Tim Rundel to South West Area Commission of Transportation (SWACT) Membership.

Adjournment

Mayor Isaac Hodges adjourned the meeting at 7:58 PM.

Respectfully submitted:

ATTESTED:

this 24th day of February, 2025:

Isaac Hodges, Mayor

Brooklyn Osterhage, City Recorder

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	4,410,740.00	180,439.67	3,928,748.77	481,991.23	89.1
LICENSES AND PERMITS	307,000.00	25,495.55	181,562.87	125,437.13	59.1
INTERGOVERNMENTAL	298,500.00	21,399.12	127,052.89	171,447.11	42.6
CHARGES FOR SERVICES	1,058,500.00	29,614.53	250,175.45	808,324.55	23.6
OTHER REVENUE	140,500.00	18,282.02	90,083.41	50,416.59	64.1
TRANSFERS IN	732,236.00	.00	732,236.00	.00	100.0
	<u>6,947,476.00</u>	<u>275,230.89</u>	<u>5,309,859.39</u>	<u>1,637,616.61</u>	<u>76.4</u>
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	38,866.00	4,157.48	26,362.80	12,503.20	67.8
MATERIAL AND SERVICES	12,850.00	325.00	3,192.08	9,657.92	24.8
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>51,716.00</u>	<u>4,482.48</u>	<u>29,554.88</u>	<u>22,161.12</u>	<u>57.2</u>
FINANCE AND ADMINISTRATION:					
PERSONAL SERVICES	453,018.00	35,392.20	234,198.67	218,819.33	51.7
MATERIAL AND SERVICES	241,300.00	4,605.38	111,488.65	129,811.35	46.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>694,318.00</u>	<u>39,997.58</u>	<u>345,687.32</u>	<u>348,630.68</u>	<u>49.8</u>
POLICE:					
PERSONAL SERVICES	3,642,146.00	319,837.38	2,089,209.02	1,552,936.98	57.4
MATERIAL AND SERVICES	244,000.00	23,832.73	158,964.34	85,035.66	65.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	99,496.00	.00	.00	99,496.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>3,985,642.00</u>	<u>343,670.11</u>	<u>2,248,173.36</u>	<u>1,737,468.64</u>	<u>56.4</u>
FIRE:					
PERSONAL SERVICES	266,529.00	25,012.33	151,733.39	114,795.61	56.9
MATERIAL AND SERVICES	109,500.00	20,875.22	89,695.62	19,804.38	81.9
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	29,990.00	.00	29,678.72	311.28	99.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>406,019.00</u>	<u>45,887.55</u>	<u>271,107.73</u>	<u>134,911.27</u>	<u>66.8</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PLANNING AND BUILDING:					
PERSONAL SERVICES	284,123.00	22,985.01	149,842.77	134,280.23	52.7
MATERIAL AND SERVICES	94,600.00	489.93	13,647.52	80,952.48	14.4
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	378,723.00	23,474.94	163,490.29	215,232.71	43.2
PARKS & RECREATION:					
PERSONAL SERVICES	319,181.00	28,020.08	174,548.11	144,632.89	54.7
MATERIAL AND SERVICES	143,500.00	9,889.32	66,902.00	76,598.00	46.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	9,981.00	.00	9,980.00	1.00	100.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	472,662.00	37,909.40	251,430.11	221,231.89	53.2
GOLF COURSE:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	900,000.00	.00	.00	900,000.00	.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	900,000.00	.00	.00	900,000.00	.0
SWIMMING POOL:					
PERSONAL SERVICES	.00	.00	.02	.02	.0
MATERIAL AND SERVICES	90,500.00	2,198.52	31,617.64	58,882.36	34.9
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	90,500.00	2,198.52	31,617.66	58,882.34	34.9
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	169,300.00	13,664.43	74,701.27	94,598.73	44.1
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	624,000.00	.00	624,000.00	.00	100.0
CONTINGENCIES AND RESERVES	774,596.00	.00	.00	774,596.00	.0
	1,567,896.00	13,664.43	698,701.27	869,194.73	44.6
	8,547,476.00	511,285.01	4,039,762.62	4,507,713.38	47.3
	(1,600,000.00)	(236,054.12)	1,270,096.77	(2,870,096.77)	79.4

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2025

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	525,000.00	49,583.66	338,042.71	186,957.29	64.4
OTHER REVENUE	22,000.00	.00	14,594.06	7,405.94	66.3
TRANSFER IN	100,000.00	.00	100,000.00	.00	100.0
	<u>647,000.00</u>	<u>49,583.66</u>	<u>452,636.77</u>	<u>194,363.23</u>	<u>70.0</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	261,092.00	21,811.92	142,030.12	119,061.88	54.4
MATERIAL AND SERVICES	326,700.00	23,357.41	140,366.72	186,333.28	43.0
CAPITAL OUTLAY	15,000.00	438.75	438.75	14,561.25	2.9
DEBT SERVICE	1,073.00	.00	1,068.02	4.98	99.5
TRANSFERS OUT	243,809.00	.00	243,809.00	.00	100.0
CONTINGENCIES AND RESERVES	144,326.00	.00	.00	144,326.00	.0
	<u>992,000.00</u>	<u>45,608.08</u>	<u>527,712.61</u>	<u>464,287.39</u>	<u>53.2</u>
	<u>992,000.00</u>	<u>45,608.08</u>	<u>527,712.61</u>	<u>464,287.39</u>	<u>53.2</u>
	<u>(345,000.00)</u>	<u>3,975.58</u>	<u>(75,075.84)</u>	<u>(269,924.16)</u>	<u>(21.8)</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2025

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	2,025,000.00	163,905.57	1,273,575.86	751,424.14	62.9
OTHER INCOME	60,000.00	2,880.00	70,299.30	(10,299.30)	117.2
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>2,085,000.00</u>	<u>166,785.57</u>	<u>1,343,875.16</u>	<u>741,124.84</u>	<u>64.5</u>
<u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	451,449.00	37,551.36	262,911.02	188,537.98	58.2
MATERIAL AND SERVICES	183,600.00	23,681.60	127,492.66	56,107.34	69.4
CAPITAL OUTLAY	50,000.00	27,628.68	41,245.37	8,754.63	82.5
DEBT SERVICE	22,434.00	1,780.01	13,528.01	8,905.99	60.3
TRANSFERS OUT	35,000.00	.00	35,000.00	.00	100.0
	<u>742,483.00</u>	<u>90,641.65</u>	<u>480,177.06</u>	<u>262,305.94</u>	<u>64.7</u>
WATER TREATMENT:					
PERSONAL SERVICES	37,757.00	2,885.19	16,980.53	20,776.47	45.0
MATERIAL AND SERVICES	613,523.00	47,058.17	322,113.65	291,409.35	52.5
CAPITAL OUTLAY	10,000.00	.00	.00	10,000.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	757,257.00	.00	757,257.00	.00	100.0
CONTINGENCIES AND RESERVES	173,980.00	.00	.00	173,980.00	.0
	<u>1,592,517.00</u>	<u>49,943.36</u>	<u>1,096,351.18</u>	<u>496,165.82</u>	<u>68.8</u>
DEPARTMENT 24:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>2,335,000.00</u>	<u>140,585.01</u>	<u>1,576,528.24</u>	<u>758,471.76</u>	<u>67.5</u>
	<u>(250,000.00)</u>	<u>26,200.56</u>	<u>(232,653.08)</u>	<u>(17,346.92)</u>	<u>(93.1)</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2025

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	(4,500.00)	.00	.00	(4,500.00)	.0
CHARGES FOR SERVICES	3,650,300.00	290,301.62	2,141,979.57	1,508,320.43	58.7
OTHER REVENUE	25,000.00	.00	74,977.97	(49,977.97)	299.9
TRANSFER IN	.00	.00	.00	.00	.0
	<u>3,670,800.00</u>	<u>290,301.62</u>	<u>2,216,957.54</u>	<u>1,453,842.46</u>	<u>60.4</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	682,000.00	58,768.80	382,608.30	299,391.70	56.1
MATERIAL AND SERVICES	395,800.00	8,140.22	100,675.78	295,124.22	25.4
CAPITAL OUTLAY	15,000.00	481.81	481.81	14,518.19	3.2
DEBT SERVICE	22,434.00	1,779.99	13,527.45	8,906.55	60.3
TRANSFERS OUT	264,204.00	.00	264,204.00	.00	100.0
	<u>1,379,438.00</u>	<u>69,170.82</u>	<u>761,497.34</u>	<u>617,940.66</u>	<u>55.2</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	51,243.00	3,842.58	23,396.92	27,846.08	45.7
MATERIAL AND SERVICES	1,294,047.00	107,269.38	634,760.39	659,286.61	49.1
CAPITAL OUTLAY	15,000.00	.00	.00	15,000.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	1,382,517.00	.00	1,382,517.00	.00	100.0
CONTINGENCIES AND RESERVES	393,055.00	.00	.00	393,055.00	.0
	<u>3,135,862.00</u>	<u>111,111.96</u>	<u>2,040,674.31</u>	<u>1,095,187.69</u>	<u>65.1</u>
	<u>4,515,300.00</u>	<u>180,282.78</u>	<u>2,802,171.65</u>	<u>1,713,128.35</u>	<u>62.1</u>
	<u>(844,500.00)</u>	<u>110,018.84</u>	<u>(585,214.11)</u>	<u>(259,285.89)</u>	<u>(69.3)</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2025

URBAN RENEWAL AGENCY FUND


	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	781,400.00	23,269.48	753,754.86	27,645.14	96.5
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	25,000.00	.00	44,257.72	(19,257.72)	177.0
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>806,400.00</u>	<u>23,269.48</u>	<u>798,012.58</u>	<u>8,387.42</u>	<u>99.0</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	185,256.00	.00	12,046.16	173,209.84	6.5
CAPITAL OUTLAY	2,021,144.00	.00	54,821.93	1,966,322.07	2.7
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>2,206,400.00</u>	<u>.00</u>	<u>66,868.09</u>	<u>2,139,531.91</u>	<u>3.0</u>
DEPARTMENT 20:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 22:					
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 24:					
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>2,206,400.00</u>	<u>.00</u>	<u>66,868.09</u>	<u>2,139,531.91</u>	<u>3.0</u>
	<u>(1,400,000.00)</u>	<u>23,269.48</u>	<u>731,144.49</u>	<u>(2,131,144.49)</u>	<u>52.2</u>

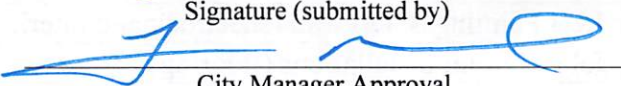
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 24, 2025

Originating Dept: PW/DS


Signature (submitted by)


City Manager Approval

Subject: Police Storage Building

Recommended Motion:

Authorize City Manager to enter into agreements with:

1. Klinefelter Contracting Inc. in the amount of \$37,300 for the foundation of the police storage building.
2. Don Kirk Construction Inc. in the amount of \$71,462 for the framing, roofing and siding of the police storage building.
3. J&B Painting & Drywall in the amount of \$28,510 for the drywall and interior paint of the police storage building.

Financial Impact:

The total project is estimated at \$226,153 and will come from Capital Reserve which was allocated through the 2024-25 fiscal year budget process. The city received a donation of \$250,000 for the project in 2024.

Background Discussion:

The Public Works upper yard located at 715 Railroad Street is used for the storage of equipment, vehicles and trailers as well as materials for streets, water, storm and wastewater projects.

The proposed Police Storage Facility will be constructed between the two equipment storage buildings and will provide a location for the storage of police training equipment.

Police Chief Kelby McCrae received a generous donation from the John G. Atkins Foundation earmarked specifically for the City of Brookings to construct a police storage facility.

In June of 2024, staff solicited bids through advertisement for the project and received only one bid which was rejected due to the bid coming in over budget. The city re-advertised the project for bid in December of 2024 acting as its own general contractor and received bids from a variety of sub-contractors (see responding low bidder tabulation).

Responding Low Bidders	Bid
Klinefelter Contracting (foundation)	\$37,300
Don Kirk Construction inc. (framing, roofing, siding)	\$71,462
New Hope Plumbing (plumbing)	\$16,315
Austin Electric LLC (electrical)	\$10,935
Coastal Heating & Air (mechanical)	\$18,096
Coastline West Insulation Inc. (insulation)	\$5,068
J&B Painting & Drywall (sheetrock and interior paint)	\$28,520
John Kellum Installations (flooring)	\$8,457
SubTotal	\$196,153
City of Brookings	
Tasks to be completed in house - Site Preparation & Interior Finishes	\$30,000
Total	\$226,153

The City has completed projects in the past acting as its own general contractor resulting in considerable savings. The Occasion Hall at Salmon Run, the Emergency Operations Center at City Hall, the restroom/concession and shop buildings at Azalea Park are all examples of recent projects the city completed acting as its own general contractor.

Staff recommends entering into agreements with responding low bidders listed above and anticipates the project breaking ground in early April with project completion sometime in July or August of this year.

Attachments:

- a. Klinefelter Contracting Inc - Estimate
- b. Don Kirk Construction Inc – Estimate
- c. J&B Painting & Drywall - Estimate



GAYLORD KLINEFELTER
CONTRACTING

Gaylord Klinefelter Con. OR CCB 200803, CA RK Tractor
Ser. CA LIC. 974344, DIR 10000552576
97993 Olsen LN.
OR
(541)469-6068
rkbub@hotmail.com

ADDRESS

City of Brookings
Police Storage Building

Estimate 1596

DATE 01/27/2025

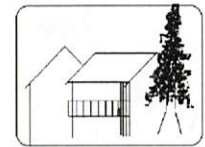
ACTIVITY	QTY	RATE	AMOUNT
Slab on Grade concrete and rebar	1	10,300.00	10,300.00
Set Up place and finish labor	200	135.00	27,000.00

TOTAL \$37,300.00

Accepted By

Accepted Date

DON KIRK CONSTRUCTION INC BID ESTIMATE



OWNER/AGENT INFORMATION

Owner/Agent City of Brookings
Address 898 Elk Drive
City, State ZIP Brookings, OR 97415
Phone 541-661-4085
Email abaron@brookings.or.us
Project name Police Storage Buidling Framing
Project location 898 Elk Dr, Brookings, OR 97415

CONTRACTOR INFORMATION

Company Don Kirk Construction
Address PO Box 3000H
City, State ZIP Brookings, OR 97415
Phone 541-469-3608
Email 4dkirk@gmail.com
OR License 106231
Date/ # 1/27/2025 250127-CBRS-1

SCOPE OF WORK

\$19,720.00 Police Storage Building Framing

Don Kirk Construction to provide framing lumber, labor and equipment to frame exterior and interior walls for an approx. 30x40 structure for the City of Brookings Police Storage Building. Any changes, unknown conditions, extra work or repairs will be considered as an additional cost and accepted as such.

If Owner accepts both framing and roof structure estimates, \$400.00 may be deducted from each estimate for a \$800.00 total.

GENERAL CONDITIONS

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ESTIMATE TERMS

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Don Kirk, President

Date

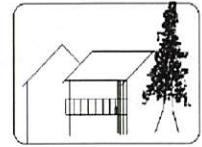
OWNER/AGENT ACCEPTANCE

The prices, plans, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made in accordance with terms outlined in estimate.

Authorized Agent, City of Brookings

Date

DON KIRK CONSTRUCTION INC BID ESTIMATE



OWNER/AGENT INFORMATION

Owner/Agent	City of Brookings
Address	898 Elk Drive
City, State ZIP	Brookings, OR 97415
Phone	541-661-4085
Email	abaron@brookings.or.us
Project name	Police Storage- Roof Structure
Project location	898 Elk Dr, Brookings, OR 97415

CONTRACTOR INFORMATION

Company	Don Kirk Construction
Address	PO Box 3000H
City, State ZIP	Brookings, OR 97415
Phone	541-469-3608
Email	4dkirk@gmail.com
OR License	106231
Date/ #	1/27/2025 250127-CBRS-2

SCOPE OF WORK

\$19,980.50 Roof Structure

Don Kirk Construction to provide material, labor and equipment to construct an approx. 30x40 roof structure for the City of Brookings Police Storage building. Roof structure includes, fascia, trusses, sheeting; Any changes, unknown conditions, extra work or repairs will be considered as an additional cost and accepted as such.

If Owner accepts both framing and roof structure estimates, \$400.00 may be deducted from each estimate for a \$800.00 total.

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Don Kirk, President

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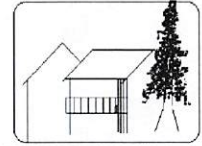
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Authorized Agent, City of Brookings

Date

DON KIRK CONSTRUCTION INC BID ESTIMATE



OWNER/AGENT INFORMATION

Owner/Agent City of Brookings
Address 898 Elk Drive
City, State ZIP Brookings, OR 97415
Phone 541-661-4085
Email abaron@brookings.or.us
Project name Storage Building Siding/Soffit
Project location 898 Elk Dr, Brookings, OR 97415

CONTRACTOR INFORMATION

Company Don Kirk Construction
Address PO Box 3000H
City, State ZIP Brookings, OR 97415
Phone 541-469-3608
Email 4dkirk@gmail.com
OR License 106231
Date/ # 1/27/2025 250130-CBRS-1

SCOPE OF WORK

\$17,589.36 Police Storage Building Siding and Soffit

Don Kirk Construction to provide metal siding and soffit material, labor and equipment to install exterior metal siding and hardi-type soffit for an approx. 30x40 structure for the City of Brookings Police Storage Building. Soffit to be pre-painted with one coat of paint to match as close as possible to building color. Metal siding to be a light stone color or as close a match to existing buildings as possible. Not supplied or installed are overhead garage doors, man doors, (no windows), hose bibs, exterior outlets, exterior light fixtures (these items to be supplied and installed by others). Any changes, unknown conditions, extra work or repairs will be considered as an additional cost and accepted as such.

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Don Kirk, President

Date

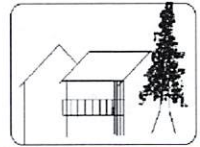
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Authorized Agent, City of Brookings

Date

DON KIRK CONSTRUCTION INC BID ESTIMATE



OWNER/AGENT INFORMATION

Owner/Agent City of Brookings
Address 898 Elk Drive
City, State ZIP Brookings, OR 97415
Phone 541-661-4085
Email abaron@brookings.or.us
Project name Police Storage- Roofing
Project location 898 Elk Dr, Brookings, OR 97415

CONTRACTOR INFORMATION

Company Don Kirk Construction
Address PO Box 3000H
City, State ZIP Brookings, OR 97415
Phone 541-469-3608
Email 4dkirk@gmail.com
OR License 106231
Date/ # 1/30/2025 250130-CBRS-2

SCOPE OF WORK

\$14,972.21 Roofing

Don Kirk Construction to provide material, labor and equipment to install roofing membrane (peel-n-stick or similar) and metal roofing (forrest green PBR panel roofing - or simialr to match existing building as close as possible) on an approx. 30x40 roof structure for the City of Brookings Police Storage building. Includes fasteners, ridge and edge flashing; Any changes, unknown conditions, extra work or repairs will be considered as an additional cost and accepted as such.

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Don Kirk, President

Date

OWNER/AGENT ACCEPTANCE

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Authorized Agent, City of Brookings

Date

PROPOSAL

Drywall * Painting

J B'S PAINTING & DRYWALL

John Barbic OR Lic# 185163

PO Box 596, Brookings, OR. 97415

Cell# 541-661-1512

DATE: 1-31-25

Proposal Submitted To:

Name: City of Brookings

Address: 898 Elk Dr.

Phone# 541-661-4085

Fax#

Cell#

Work Performed At:

Name: Police Storage Building

Address: 715 Railroad St Brookings

Phone# Same

Fax#

Cell#

Structure Type:

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

1. Drywall work

Hang, tape & texture

SR ceilings, 1/2 walls, square corners, Orange peel texture

2. Painting Interior - Exterior

Exterior - fascia & soffits

Interior - sheetrock primer & 2 coats finish

Doors & jams - fill & caulk prime 2 finish coats
as specified

DRYWALL BID \$ 15,120.00

PAINTING BID \$ 13,400.00

TOTAL PROPOSAL AMOUNT: \$ 28,520.00

Drywall labor to be billed at a rate of \$100.00 per hour. Painting labor to be billed at a rate of \$75.00 per hour. All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in substantial workmanlike manner. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. If necessary, Workers compensation and liability insurance on above work to be taken out by John Barbic. This proposal may be withdrawn by us if not accepted within 10 days.

Respectfully Submitted, John I. Barbic

Proposal Accepted By:

Date:

Comments: