



CITY OF LA PINE, OREGON

REGULAR CITY COUNCIL MEETING

Wednesday, May 10, 2023 – Immediately following Budget Committee Meeting
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

Available online via Zoom: <https://us02web.zoom.us/j/83609685487>

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.

AGENDA

CALL TO ORDER

ESTABLISH A QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

REGULAR COUNCIL SESSION

ADDED AGENDA ITEMS

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such time selected by the City Council

CONSENT AGENDA

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

1. None

PRESENTATIONS:

None

PUBLIC HEARING:

None

OLD BUSINESS:

None

NEW BUSINESS:

- 1. 01FPR-23 Final Plat approval
 - a. Staff Report3
- 2. Urban Renewal Archway RFP
 - a. Staff Report8
 - b. Archway RFP Discussion.....9

PUBLIC COMMENTS

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

STAFF COMMENTS

MAYOR & COUNCIL COMMENTS

ADJOURNMENT

EXECUTIVE SESSION



CITY OF LA PINE TYPE I ADMINISTRATIVE DECISION

The City of La Pine has **approved** the following land use application:

FILE NUMBER: 01FPR-23

**APPLICANT/
OWNER:** Jeff England
60974 Hammock Court
Bend, OR 97702

ENGINEER: BECON Civil Engineering & Land Surveying
549 SW Mill View Way, Suite 100
Bend, OR 97702

LOCATION: The subject property does not have a situs address and is identified on Deschutes County Assessors Tax Map 22-10-36BA as Tax Lot 3400.

REQUEST: Type I Final Plat Review for 3-parcel Partition in the Residential Zone.

STAFF REVIWER: Ashley Ivans, Assistant City Manager/Finance Director: 541-668-1135.

APPLICATION ACCEPTANCE DATE: This application was received and deemed complete on March 6, 2023 when all applicable Conditions of Approval were met or bonded for.



APPLICABLE CRITERIA:

Code of Ordinances City of La Pine Oregon: Part II - Code of Ordinances

Chapter 12 - Public Improvements: Article II. Public Works Improvements
Division 3. Development Standards and Specifications

Sec. 12-80. - Final plat.

(a) A final subdivision or partition plat showing complete information shall be submitted to the city planner for routing. Prior to plat signature by the public works manager, the following conditions must be met:

- (1) The county surveyor has signed the plat;
- (2) Required improvements to public facilities have been constructed, accepted, bonded, or guaranteed per the development code and any associated land use approval;
- (3) Cash contributions for public improvements in lieu of construction have been paid;
- (4) Warranty agreement and warranty bond have been provided for completed public improvements;
- (5) Documentation has been submitted to verify the abandonment of any private water and sewer systems per county and/or state requirements;
- (6) Certification has been provided of all earth fill areas located outside of public right-of-way/easement by a licensed professional engineer;
- (7) Public or city easements dedicated on the plat are consistent with current city easement agreement template provisions;
- (8) All related public or city easements conveyed separate from the plat have been signed and recorded;
- (9) All other conditions of land use approval that relate to public works or city engineers have been met; and
- (10) Any fees or assessments associated with the plat and required by the land use process, reimbursement/improvement districts, or cost sharing agreements have been paid.

FINDING: The final plat has been signed by a surveyor. Improvements to public facilities have been completed or guaranteed by a performance bond. Conditions of land use approval have been met and associated fees have been paid. The criteria are satisfied.

(b) The final plat (or easements and/or right-of-way dedication in lieu of) shall be recorded upon completion and city acceptance of any associated required public improvements where, in the determination of the city engineer, said final plat left unrecorded may adversely impact existing and/or active public infrastructure or traveled way or constructed city master plan public facility.

FINDING: The Applicant shall record the final plat with the submittal of this decision. The final plat includes dedication of public right of way. These criteria have been met.

Part III City of La Pine Development Code: Article 9 Land Divisions
Chapter 15.410 Land Partitions

Sec. 15.410.050. - Final map requirements.

Within two years of the approval of a partition, the partitioner shall have prepared and submitted to the city planning official a final partition map prepared by a licensed surveyor and any other materials or documents required by the approval.

A. The final map shall provide a certificate for approval of the subject partition by the planning official. The final map shall also contain a certificate for execution by the county tax collector and a certificate for execution by the county assessor. The final map shall first be submitted to and approved by the county surveyor prior to obtaining the required signatures.

FINDING: This decision acts as a certificate of approval for the subject Partition at Tax Lot 3400 on Deschutes County Assessors Tax Map 22-10-36BA. As part of the process, the Applicant shall receive certificates for execution by the County Tax Collector and the County Assessor. These criteria will be met.

- B. Upon approval, the petitioner shall file the original map with the county clerk, the true and exact copy with the county surveyor and copies of the recorded plat and a computer file of the plat with the city recorder, city planning official, or county surveyor. The county surveyor may request an additional number of copies required at the time of final plat review if deemed appropriate.

FINDING: The Applicant shall file the original map with the above listed parties. This criterion will be met upon filing of the documents.

- C. A final partition map prepared for this purpose shall comply with the recording requirements applicable to a final plat for a subdivision.

FINDING: The Applicant shall record this final plat according to applicable requirements. The applicant will comply with this criterion upon recording.

Conditions of Approval Planning File 01PA-22:

1. Approval is based on the materials submitted by the applicant. Where specific improvements have been proposed and approved as submitted, the construction of those improvements shall be a condition of approval, even if not expressly listed herein, unless modified by an express Condition of Approval. Any substantial alteration to the approved minor partition, beyond those that may be required to comply with the conditions of this approval, will require a new application.

FINDING: This condition effectively requires the applicant to proceed with the project as proposed. For the record, the submitted plat conforms to the original plan.

2. The Applicant shall apply for and receive building permits from Deschutes County prior to construction of any building improvements subject to permit review. The Applicant shall also receive certificates of occupancy from the Deschutes County Building Department. The Deschutes County Building Safety Divisions code mandates that Access, Egress, Setbacks, Fire & Life Safety, Fire Fighting Water Supplies, etc. must be specifically addressed during the appropriate plan review process with regard to any proposed structures and occupancies. Accordingly, all Building Code required items will be addressed, when a specific structure, occupancy, and type of construction is proposed and submitted for plan review.

FINDING: This condition applies to any future construction on the parcels.

3. If any grading, cutting, or filling in excess of the standards of 15.92.10(F), Applicant shall submit grading plans to the City for review and approval prior to construction or final platting.

FINDING: Submittal of the final plat did not require grading improvements.

4. Within two (2) years of approval of the partition, the partitioner shall have prepared and submitted to the City Planning Official or other duly designated City representative a final partition map prepared by a licensed surveyor and any other materials or documents required by the approval.

FINDING: The decision was approved in 2022 and the applicant submitted the final plat within the two-year time period.

5. The final map shall provide a certificate for approval of the subject partition by the Planning Official or other duly designated City representative. The final map shall also contain a certificate for execution by the County Tax Collector and a certificate for execution by the County Assessor. The final map shall first be submitted to and approved by the County Surveyor prior to obtaining the required signatures.

FINDING: The Applicant shall provide the necessary certificates from the above listed parties. The applicant will comply with this criterion upon providing the aforementioned documents.

6. Upon approval, the partitioner shall file the original map with the County Clerk, the true and exact copy with the County Surveyor and copies of the recorded plat and a computer file of the plat with the City Recorder, City Planning Official, or County Surveyor. The County Surveyor may request an additional number of copies required at the time of final plat review if deemed appropriate.

FINDING: This is a standard condition and occurs after recording the final plat.

7. In addition to the procedures required for City approval of a final map for a partitioning, other required processing procedures are set forth in Chapters 15.414 and 15.418.

FINDING: This is part of the administrative process requiring compliance by both the applicant and City.

8. An ongoing condition of approval requires that all utilities be installed underground, unless otherwise approved by the city.

FINDING: Development requires compliance with this condition. The City did not grant waivers to this requirement.

9. The Applicant shall comply with the requirements of 15.94.010. All infrastructure construction plans shall be submitted to the City for review and approval prior to construction and/or final platting. All utilities shall be installed underground prior to the surfacing of streets.

FINDING: The City reviewed and approved the submitted infrastructure construction plans.

10. As an ongoing condition of approval, clear vision areas shall be maintained at all times.

FINDING: This condition continually applies with the development of the individual parcels.

11. If development on the lots is to occur prior to installation of City water and sewer services in this neighborhood, each parcel shall be served by individual wells on site until public water services are available.

FINDING: Public water will serve the parcels; individual wells are not required.

12. Prior to City approval of the final plat, each parcel shall be served by water and sewer.

FINDING: The applicant submitted an improvement agreement to extend these services.

13. Prior to City approval of the final plat, the plat map shall indicate a 7-foot right of way dedication along the frontage of Oak Street and a 6-foot right of way dedication along the frontage of Cagle Road.

FINDING: The plat contains the required right-of-way dedications.

14. Prior to City approval of the final plat, the developer shall design and construct a 6-foot-wide sidewalk along the full frontage of Cagle Road. Alternatively, the City of La Pine may consider a fee in lieu of construction for the sidewalk improvements at the discretion of the Public Works Manager.

FINDING: The applicant submitted a fee in lieu of construction.

15. Prior to City approval of the final plat, the Developer shall construct required public improvements or provide a performance bond in the amount of 120% of their estimated cost. The cost estimate shall be reviewed and approved by the City.

FINDING: The applicant submitted the required performance bond.

16. This serves as notice to the Applicant that per the City of La Pine Development Code, Section 15.202.110 Expiration of Approval, the City may grant one extension of up to one year for a land use approval.

FINDING: Recording of the plat will occur within the two-year time limit. A time extension is not required.

17. Water and sewer services shall meet City of La Pine Standards.

FINDING: Connection to these services must comply with City requirements.

18. Prior to the final occupancy of any structure on the three proposed parcels, all public improvements shall be constructed or bonded for.

FINDING: This criterion applies to construction on the site and is not directly applicable to recording the final plat.

19. The Applicant shall comply with the attached water and access requirements from the Deschutes County Deputy State Fire Marshal.

FINDING: Applicant must comply with this condition upon development of the parcels.

THIS DECISION BECOMES FINAL UPON APPROVAL OF CITY COUNCIL

Written by:

Ashley Ivans, Assistant City Manager/Finance Director

Date Mailed: April , 2023

DRAFT



CITY OF LA PINE

STAFF REPORT

Meeting Date: May 10, 2023
TO: City Council
FROM: Geoff Wullschlager, City Manager
SUBJECT: RFP review – Urban Renewal Agency (Gateway Arch)

<input type="checkbox"/>	Resolution	<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	No Action – Report Only	<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Formal Motion	<input checked="" type="checkbox"/>	Other/Direction: Please see below

Councilmembers:

The La Pine Urban Renewal Agency has approved a project and RFP for the design, fabrication, and installation of an archway project within the Urban Renewal District area of the city. This project is defined in further detail within the attached “draft final” RFP for Council review.

The project concept is within the scope of the approved La Pine Urban Renewal Agency Plan, as adopted by the City on July 23, 2014, Section V. Urban Renewal Projects. Under this section, the following controls:

A. District Identity/Transportation Improvements

3. Streetscape – Improve the streetscape in the Area to encourage citizens and visitors to visit the Area. Streetscape includes sidewalks, signage, trees, benches, landscaping, public art, **archways**, bus shelters, lighting, and other improvements to enhance the overall appearance of the Area and encourage development and redevelopment of the Area.

Agency action does not require Council approval or agreement with proposed projects so long as they are in accordance with the Agency Plan, nor do Agency By-laws or the controlling Ordinance, ORD. 2014-05.

In keeping with the intent of shared values and vision for the improvement of the Urban Renewal area though, the Agency would like to inform the Council of the intent of the Agency with this archway project.

Recommended action: Please indicate your thoughts and impressions of the project, as scoped and proposed and provide them to the City Manager who also acts as the Agency Executive Director.



L A P I N E

O R E G O N

Request for Proposals

Design, Engineering and Construction – Huntington Arch

City Project No.23-01

Solicitation No: 23-01

Proposal Due: May 29, 2023, 2:00 PM Pacific Time

Deliver to:

City of La Pine

16345 Sixth Street, La Pine, Oregon 97739

Attention: Geoff Wullschlager - City Manager

CITY OF LA PINE REQUEST FOR PROPOSALS

Introduction

The City of La Pine, Oregon intends to have a city archway developed and installed reflecting local accents and design elements indicative of the community, with illumination, to span Huntington Rd. at its intersection with US. Hwy 97 (entrance to the commercial corridor). The City of La Pine is seeking the services of a company to provide technical design and engineering, fabrication, and installation of the project. The project consists of construction of a metal or composite material archway, and structural supports (2) over Huntington Rd., in the City of La Pine. Project elements in detail include the following aspects.

1. Artistic consultation/design and composition using city inspired logo and other elements reflective of the La Pine community. City designated staff will assist in the selection of these parameters through the process.
2. Architectural/Engineering and structural design meeting current UBC standards, 2021 Oregon Standard Specifications for Construction, Deschutes County Construction Specifications, Public Right of Way Accessibility Guidelines (PROWAG) and City of La Pine zoning and construction standards.
3. Fabrication and physical construction of archway and supporting columns to be installed.
4. Installation and site construction. Coordination and project support with permitting process outside of city zoning requirements.
5. Contractors may require subcontracting of certain elements of the project. Contractor is expected to be the project principal and shall remain fully responsible for all project elements and fully liable for any claims resulting from the negligence or intentional misconduct of contractor, its subcontractors, and their officials, agents, and employees. Contractor shall also be responsible for project insurance, bonding, and overall project management.

Detailed information regarding the services to be provided and an area map can be found in Exhibit A – Statement of Work.

Issuing Office

The City Manager is the issuing officer for this Request for Proposal (RFP) and the point of contact for the City for all process and contract questions as well as protests.

<p>Issuing Officer:</p> <p>City of La Pine Geoff Wullschlager PO Box 2460 La Pine, Oregon 97739</p>	<p>Technical Questions:</p> <p>City of LaPine PO Box 2460 La Pine, OR 97739</p>
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Phone: (541)536-1432

E-mail: gwullschlager@lapineoregon.gov

Phone: (541)536-1432

E-mail: gwullschlager@lapineoregon.gov

Anticipated RFP Schedule

The City anticipates the following general timeline for this RFP. The anticipated schedule may be changed as needed.

Issuance of RFP documents	May 11, 2023
Optional Pre-submittal Meeting	May 30, 2023
Deadline for Proposal Submission	June 13, 2023
Notice of Intent to Award	June 26, 2023
Commencement of Contract	July 21, 2023

Mandatory Pre-submittal Meeting

A mandatory pre-submittal meeting will be held at City Hall Council Chambers, 16345 Sixth Street on **May 15, 2023 at 10:00 AM**. Proposals will only be accepted from attendees of this meeting.

Submission Date and Location

Each proposer must provide 6 copies of the proposal; one copy should be unbound and marked "Original". The outside of the sealed envelope or box should be marked with the Proposer name and **Huntington Arch 23-01**. The proposals must be physically received by the City by **2:00 PM on May 29, 2023**.

Submission Location

<i>If by mail:</i> City of La Pine Geoff Wullschlager, City Manager PO Box 2460 La Pine, Oregon 97739	<i>If delivered:</i> City of La Pine Geoff Wullschlager, City Manager 16345 Sixth Street, La Pine, Oregon 97739
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Telephone, facsimile, or electronically transmitted proposals will not be accepted. Proposals received after the specified date and time will not be given further consideration.

Solicitation Documents and Changes (Addenda)

All solicitation documents may be viewed or printed online from Premier Builders Exchange at www.premierbx.com (click on Public Works Projects) or at 63052 Layton Ave. #100, Bend Oregon, 97701. Please contact Premier Builders Exchange at 541-389-0123 or admin@plansonfile.com with any technical problems viewing solicitation documents.

Any clarifications or revisions will be addressed and issued in addenda; City must receive requests for changes in writing five working days prior to the deadline for submitting proposals.

Proposers should register with Premier Builders Exchange as a document holder to receive addenda. Viewers are responsible for checking the Premier Builders Exchange web site for the issuance of any addenda prior to submitting a proposal. If the proposer does not register with the plan center, the proposer will still be held responsible for all addenda/changes to the documents and may be considered non-responsive if their proposal does not reflect those addenda/changes. For proposal results, please go on-line with the above address.

Information Available to Proposers

The following documents are available for review at the Premier Builder's Exchange website: www.plansonfile.com, (see Solicitation Documents Section) or by contacting the Issuing Officer.

- Existing Conditions Map
- Project Specifications (RFP)

Protests

Any complaints or perceived inequities related to this RFP shall be in writing and directed to the Issuing Office at the address listed in the RFP. Protests related to the solicitation shall be received no later than seven calendar days after issuance of RFP. Protests of the award must be made within seven calendar days after notification of the selected proposer. Protest procedures are set forth in Oregon Administrative Rules (OAR) 137-048-0240.

Modification / Withdrawal

Unless otherwise specified, modification of the Proposal will not be permitted; however, a proposer may withdraw his or her Proposal at any time prior to the scheduled closing time for receipt of Proposals; any proposer may withdraw his or her Proposal, either personally or by written request to the Issuing Office. Withdrawal of Proposal shall not disqualify the proposer from submitting another Proposal provided the time for receipt of Proposals has not expired.

Rejection/Cancellation

The City of La Pine reserves the right to reject any or all Proposals and to cancel the RFP at any time before execution of the contract by both parties if rejection or cancellation is deemed to be in the public interest as determined by the City. In no event shall the City of La Pine have any liability for the cancellation of award.

Duration of Proposals

Proposals must remain valid for at least 60 days. Proposals must be signed by an official authorized to bind the proposer.

Public Record

All proposals submitted are the property of the City of La Pine and are public records. All documents received by the City are subject to public disclosure after the City selects a contractor. Information deemed by the proposer as exempt under Oregon's public records law should be clearly marked by the proposer as "Proprietary". Marked pages should be placed in a group separate from the remainder of the proposal. The City will make an independent determination regarding exemptions applicable to information that has been properly marked and segregated.

Incurring Costs

The City of La Pine is not liable for any cost incurred by contractors prior to issuance of a contract.

Disadvantaged Businesses

Minority, Women Owned, Emerging Small and Veteran Owned businesses are encouraged to submit a proposal. Proposers are encouraged to involve participation of small, minority, women and veteran owned business enterprises. A Directory is available from the Certification Office for Business Inclusion and Diversity (COBID) web site at: <https://www.oregon.gov/biz/programs/COBID/Pages/default.aspx>, or by telephone, 503-986-0075.

Contract

The City reserves the right to negotiate a final Contract that is in the best interest of the City.

Selection Process

The City reserves the right to select the consultant on the basis of the proposals or to conduct interviews with the highest qualified proposers following evaluation and scoring of the proposals, whichever is determined to best serve the needs of the City. The City reserves the right to seek clarifications of any or all proposals.

Proposal Evaluation Criteria and Scoring

The evaluation will be based on the technical and administrative capabilities in relation to the needs of the project/task. The criteria listed below will be used to evaluate the proposers. If interviews are conducted, there will be an additional 200 points available.

- Project Understanding and Approach Max. Points: 400 Score _____

Evaluate the consultant's project understanding and approach to accomplish the tasks set forth in the Statement of Work. Consider methodologies proposed to accomplish the work, including the types of information or data required. Review the proposed schedule for compliance with stated milestone dates and/or suggested schedule enhancements or deviations.

- Project Team Max. Points: 200 Score _____

Evaluate the proposed team's qualifications, experience, skills, availability, and commitment to perform the work. Were proposed team members actively involved in many of the referenced projects? Consider firms senior level staff experience and how this may relate to support staff assigned to the project. Consider identified staff and the role and specialty skills consistent with the project needs. Consider if the team is appropriately sized to both effectively and efficiently meet the needs of the project.

- Firm Experience and Quality of Service Max. Points: 200 Score _____

Evaluate the firms overall experience and availability to perform the work. Evaluate the firm's recent projects experience, specifically for this type of work, technologies, level of complexity, and comparable size with the proposed project. Consider the quality of the completed projects and the quality of service the firm provided on previous projects for the City of La Pine.

- Interview Score _____

If an interview is held, the City will recalculate the entire proposal and add points for interview performance (200 points available, if held).

TOTAL SCORE _____

Proposal Contents

Proposals are to include, but not necessarily be limited to, the content listed below. The volume, or size of the proposal, should be consistent with the relative size of the project. Concise proposals without needless duplication are encouraged.

1. **Letter of transmittal.** Include an introductory letter expressing interest in the project. The letter should include name of firm, RFP contract person, email address, mailing address, telephone number, and must be signed by person authorized to bind the firm.
2. **Oregon Statutory Certifications.** Place a signed copy of Oregon Statutory (ORS) Certifications: Exhibit B, immediately behind the letter of transmittal.
3. **Project Understanding and Approach**
Provide a statement of project understanding, including project objectives, issues to be addressed and potential complications or conflicts.

Describe the proposed approach, solution concepts, and methodologies to performing the work to accomplish the project objectives and tasks listed in the statement of work. Describe how the approach will benefit the City and the implementation of this project. Using the provided project description and map as a basis of understanding, provide recommendations and solutions to improve upon or confirm that the base concept will meet the project objectives in the most effective way possible.

Include a complete project design schedule along with a discussion of scheduling considerations, including any deviations or enhancements. Project schedule shall identify duration and completion dates for all major milestones, including city review periods. Project schedule shall identify the project design critical path and expectations of City involvement and review.

4. **Project Team.** List the experience and qualifications of staff who will be working on the project. Describe the applicable skills and accomplishments of the project manager. Confirm availability and commitment of named key staff to the project. If the project manager is not local, identify any local contact and describe how project management, coordination and communications with the City will be accomplished. Do not include persons who will not be working on the project. Describe how the size and structure of the proposed team was selected to both efficiently and effectively meet the needs of the project.

Include resumes at the back of the proposal which reflect education, registrations, and experience of key staff.

5. **Related Experience.** Provide project descriptions for up to three recent projects similar in nature to the proposed project, including completion dates, measures that indicate quality and successful project completion, and a client reference name and phone number. Indicate the involvement of proposed key staff on those or similar

projects. Identify project experience with the 2021 Oregon Standard Specifications for Construction. Identify experience with complete project submittals for review including plans, specifications, estimate, and schedule. Indicate the team's familiarity with the local area.

Provide any background information on the size, capability and location of the firm that may be beneficial.

6. **Appendices**
a. Resumes

Limitations:

- Sections 1-5 limited to a total of 20 pages of text, including the letter of transmittal and certification sheet. Concise proposals are appreciated.
- Section 6 limited to a total of 10 pages.
- The limitation does not apply to covers or dividers unless they are used to convey project information. Any 11 X 17 pages will be counted as two pages. A two-sided page counts as two pages.
- Pages beyond these page limitations will not be evaluated.

EXHIBIT A STATEMENT OF WORK

Objectives & General Information:

The City of La Pine seeks professional services in the archway project in the following principal areas:

1. Artistic design:

The City seeks consultation in the development of design aspects implementing local accents and existing city branding into an archway concept. The selected contractor will be given artistic license to develop design copy to be reviewed by agency staff and board members. Below are archway examples and current design elements, that have been agreed upon by the La Pine Urban Renewal Agency as reflective of intended design concept and guidance.

Archways – Overall design guidance.

City of Weed, CA.



This application was selected as a model base as local elements to the Mt. Shasta town are predominantly featured, Mt. Shasta, with conifer trees representative of the Northern California community. The Board was also drawn to the substantial column bases with clean and contemporary features, lighting elements, true arch design, and color scheme reflective of the mountain town identity, granite, and forest green.

City of Troutdale, OR.



This model exhibits continuity with the desired true arch concept and provides further example of the substantive support pillars featuring enhanced design element illustrations representative of the Columbia River adjacent community (salmon), desired as an approach to be used in a La Pine focused application.

Taft District, Lincoln City, OR.



This simpler design was chosen as a model that continues to contain desired project outcomes in more modest application. The true archway concept is maintained while bringing focused attention on the metalwork and lettering in the center of the installation.

Design Elements – Color palate, material design, and detail guidance.

Cottonwood Canyon State Park – Wasco, OR



This design element was chosen to provide an example of both color palate (rust red) and potential material choice. The Cottonwood Canyon State Park entrance signage contains a metal background material that provides an earthtone element that is desired by the Urban Renewal Board, and material application that “seasons” over time and exposure.

City Color Palate – La Pine, OR

The following color selections are indicative of current City application to current city documentation and other physical applications around the community and should serve as a basis for design standards.



Rust brown and storm gray

City Branding/Logo – La Pine, OR



Natural Elements – La Pine, OR

Ponderosa Pine – Endemic to the area with close up of branch and pinecones, and full tree. These elements could be worked into silhouetted elements across the design platform as a design element/concept.



Jack Pine – Endemic to the area with close up of branch and pinecones, and full tree. This element should be secondary and complimentary to the use of Ponderosa Pine if a tree/flora design scheme is employed.



Deer and Elk Antler – As the area abounds in these species, and the community is inextricably tied to their presence, migration(s), these elements are encouraged as possible compliment to a mixed flora/fauna design.



2. Structural design:

The City desires for the design team to build structural integrity models prior to fabrication, to ensure that design and materials will meet architectural/structural load standards commensurate with state and county building code, in addition to wind loading envelope commensurate with Central Oregon region.

3. Fabrication:

The City seeks production of the archway, to include, lighting (determined during design phase) elements, the primary archway with logo, lettering, artistic accents, and two supporting columns to be installed into existing Portland cement pathway and blacktopped right of way areas.

4. Area:

The project area is designated below with approximate anticipated width of 38ft. crossing over Huntington Rd. in La Pine, OR. Further dimensional aspects to be inventoried as a portion of overall project.



Design, Engineering and Installation Services – Primary Tasks:

Task 1: Detailed Design Consultation

This task consists of the detailed design of project using City submitted elements, branding, and input to arrive at a model that meets city project goals and outcomes. Site visitation and consultation with city staff and public works team is anticipated prior to design commencement.

Task 2: Project Management Support

This task consists of:

- Attending regularly scheduled weekly project progress meetings.
- Preparing a project preconstruction schedule and providing regular monthly updates.

Task 3: Project Review and Data-Gap Analysis

Review the project-related documents provided by the City and consider additional sources of information potentially available for use in developing the project. Determine additional data that will need to be gathered through the design of the project beyond those already identified and provided in the initial contract for design.

Task 4: Preliminary Scoping and Cost Estimate Update.

Following the project review efforts from Task 3, review the existing scope and cost estimate for the project as provided by the City and provide any updates as determined necessary to provide a baseline scope and cost prior to the progression of the detailed design.

Task 5: Permitting Support

Provide support for preparing building, structural, and electrical permits needed by the City.

Task 6.: Fabrication

Design manufacturing for all previously related and described elements of the archway and support structures, including installation of wiring and electrical components, and any associated welding or other affixing of external artistic and necessary structural specifications.

Task 7: Plans, Specifications & Estimate (PS&E) packages

Prepare packages consisting of the project PS&E of quantities at the 30%, 60%, 90% and Final design levels. Drafting to follow the National CAD Standards. The estimates at the 60%, 90% and Final design levels are to include the Engineer's estimate of construction.

Task 9: Construction

Upon completion of PS&E, participate in a preconstruction conference. Provide principal construction and assume role of primary contractor or coordinate with and participate in construction handoff with principal selected subcontractor(s).

Schedule and Budget:

The total current budget for the Huntington Arch project is not to exceed \$100,000.00 for all elements of the project, including but not limited to the following phases:

1. Project planning, costing, scoping, and analysis
2. Design and development consultation including engineering
3. Fabrication
4. Permitting and regulatory oversight
5. Construction and installation

Key project schedule dates are as follows:

Commencement of Contract:	July 21, 2023
Anticipated Design Phase Completion:	August 21, 2023
Anticipated Fabrication Phase Completion:	October 21, 2023
Anticipated Construction/Installation Completion	November 21, 2023

EXHIBIT B

**Oregon Statutory (ORS) Certifications
(Must be signed and included with Proposal)**

We Hereby Certify to comply with Title VI of the Civil Rights Act of 1964, with Section V of the Rehabilitation Act of 1973, and with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. **We Certify** also that we shall comply with the Americans with Disabilities Act of 1990, as amended by the ADA Amendments Act (ADAAA) of 2008 and any subsequent amendments (42 U.S.C. § 12101, et seq.) (Pub L No. 101-336), ORS 659A, and all regulations and administrative rules established pursuant to those laws. **We Certify**, in the performance of any contract issued from any proposal related to these documents, we will in all respects adhere to the City of La Pine's policy of non-discrimination.

We Certify that we have not and shall not discriminate against a subcontractor in awarding a subcontract because the subcontractor is a minority, women or emerging small business enterprise certified under ORS 200.055 or a business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225.

We Certify that we, and our subcontractors, 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 of their subject workers, unless such employers are exempt under the law.

We Certify that we accept all the terms and conditions contained herein, including Exhibit C; and in the event of a forthcoming contract containing these same terms and conditions, we would agree without exception. Any exception to these terms and conditions will be made a minimum of five (5) working days before the proposal deadline.

We Certify, under penalty of perjury, that the proposer has complied with the tax laws of this state or political subdivisions of this state, including but not limited to ORS 305.620, and ORS chapters 316, 317 and 318.

We Certify that we _____ ARE _____ ARE NOT (mark one) a "Resident Bidder" as defined by ORS 279A.120. As defined in ORS 279A.120, "Resident Bidder" means a bidder that has paid unemployment taxes or income taxes in this state in the twelve calendar months immediately preceding submission of the bid, has a business address in this state, and has stated in the bid whether the bidder is a "Resident Bidder".

If not a Resident Bidder as defined in ORS 279A.120, please indicate state of residence:_____.

Contractor _____ Date _____
(Authorized Official)

Exceptions to the above Certifications. The Contractor will cross out those items they cannot certify to and then list the reasons for the exception (use additional pages if necessary):