

**RESOLUTION NO. 1164**

**A RESOLUTION OF THE CITY OF WILSONVILLE EXEMPTING THE CITY FROM COMPETITIVE BIDDING REQUIREMENTS AND AUTHORIZING THE CITY ENGINEER TO SIGN A PROFESSIONAL SERVICES AGREEMENT WITH DeHAAS & ASSOCIATES, INC. TO PROVIDE ENGINEERING SERVICES FOR THE PUBLIC IMPROVEMENTS ASSOCIATED WITH LOCAL IMPROVEMENT DISTRICT #11-94-ST.**

WHEREAS, on October 17, 1994, the City of Wilsonville City Council adopted Resolution No. 1139 which declared the city's intent to initiate formation of a Local Improvement District (LID) No. 11-94-ST, as defined in ORS 223.387. The costs of which are to be paid by special assessment according to the benefits received for the purpose of constructing sanitary sewer, storm drain, and street improvements in the area in and around Ridder, Garden Acres and Clutter Roads; and

WHEREAS, Resolution 1139 also directed the preparation of Engineer's and Finance Director's Reports in conformance with Ordinance No. 350, Section 3.214 and Section 3.218, which sections outline the information to be contained within said reports; and

WHEREAS, the petitioner's consultants (Urban Solutions and DeHaas and Associates, Inc.) have prepared and City staff has reviewed the Engineer's and Finance Director's Reports and have determined that said reports have been prepared in accordance with Ordinance No. 350, Section 3.214 and 3.218; and

WHEREAS, on January 24, 1995, the City Council adopted Resolution No. 1157 accepting the Engineer's and Finance Director's Reports for LID No. 11-94-ST; and

WHEREAS, the City intends to apply to the Oregon Economic Development Department (OEDD) for Special Public Works Funds (SPWF) for financing of the LID; and

WHEREAS, the City Engineer now desires to proceed with the design and construction of the public improvements associated with LID No. 11-94-ST and seeks the services of a private consulting engineering firm to provide the professional services for the subject project; and

WHEREAS, DeHaas and Associates, Inc. was the private consulting engineering

firm retained by Willamette Resources, Inc. to design the public improvements in association with the planned South Metro Transfer Facility; and

WHEREAS, Metro has since abandoned said plans for the construction of the public improvements associated with the West Metro Transfer Facility; and

WHEREAS, the previously prepared construction plans and specifications for the South Metro Transfer Facility now can be used for the planned public improvements in association with LID No. 11-94-ST; and

WHEREAS, the City Engineer wishes to have DeHaas and Associates, Inc. provide the professional services for the public improvements in association with LID No. 11-94-ST to take advantage of the previously prepared construction plans and specifications; and

WHEREAS, after reviewing the fees associated with providing the requested professional services, the City Engineer has determined that the fees for the services have been found to be fair and equitable; and

WHEREAS, the Oregon Revised Statutes 279.011(5) and Section 2.310(1)(a) of the Wilsonville Code define public contracts as being other than agreements for professional services. The contract to be awarded for engineering services is for professional services; and

WHEREAS, Section 2.312 of the Wilsonville Code states that the Council is hereby designated as a local Contract Review Board and relative to contract concerns for the City, shall have the powers granted to the State Contract Review Board; and

WHEREAS, Section 2.314(1) of the Wilsonville Code states that "all contracts shall be based upon competitive bid with certain exceptions," which the city interprets to mean "public contracts, but in the event it is construed to apply to any contract, the City recites and finds as set forth below"; and

WHEREAS, additionally, Section 2.314(2) of the Wilsonville states that the Board may, by Resolution, exempt to other contracts from competitive bidding if it finds:

a. The lack of bids will not result in favoritism or substantially diminish competition in awarding the contract; and

b. The exemption will result in substantial cost savings. In making such a finding the Board may consider the type cost amount of the contract, number of persons available to bid and such other factors as the Board may deem appropriate; and

WHEREAS, Oregon Revised Statutes 279.105 competitive bidding exemptions will also allow exemptions as stated in the City Code; and

WHEREAS, if DeHaas and Associates, Inc., provides the professional services

for the above referenced project, the City realize additional cost savings and a timely completion of the project improvements during the current fiscal year; and

WHEREAS, these fees are not to exceed \$119,450.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. That the City Council, serving in its role as local Contract Review Board will hereby exempt the award of professional services for LID #11-94-ST from competitive bidding and further concludes this award will not diminish competition and will result in substantial cost savings.

2. That the City Council, serving as the local Contract Review Board, does hereby approve and authorize the City Engineer to sign a Professional Services Agreement by and between the City and DeHaas and Associates, Inc., to provide professional services recited above for the referenced project.

3. Authorize the expenditures for this contract not to exceed budget amount from:

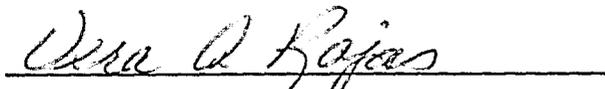
Account	Amount
To be Determined	\$119,450

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 6th day of March, 1995, and filed with the Wilsonville City Recorder this date.



GERALD A KRUMMEL, Mayor

ATTEST:



VERA A. ROJAS, CMCI/AAE, City Recorder

SUMMARY of Votes:

Mayor Krummel	<u>AYE</u>
Councilor Lehan	<u>AYE</u>
Councilor Leahy	<u>AYE</u>
Councilor Hawkins	<u>AYE</u>
Councilor Leo	<u>AYE</u>



City of  
**WILSONVILLE**  
in OREGON

30000 SW Town Center Loop E  
Wilsonville, Oregon 97070  
FAX (503) 682-1015  
(503) 682-1011

**ENGINEERING DEPARTMENT**  
**STAFF REPORT & RECOMMENDATION**

**DATE:** MARCH 6, 1995

**TO:** HONORABLE MAYOR AND  
CITY COUNCILORS

**FROM:** MICHAEL A. STONE, P.E.  
CITY ENGINEER

**SUBJECT:** PROFESSIONAL SERVICES AGREEMENT WITH DE HAAS &  
ASSOCIATES, INC. TO PROVIDE ENGINEERING SERVICES  
FOR LOCAL IMPROVEMENT DISTRICT 11-94-ST.

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**RECOMMENDATION:**

Staff respectfully recommends that the City Council authorize the City Engineer to execute the Professional Services Agreement between the city of Wilsonville and De Haas & Associates, Inc., to provide professional services as outlined herein at a cost not to exceed \$119,450.

**SUMMARY:**

On October 17, 1994, the city of Wilsonville City Council adopted Resolution No. 1139 accepting the petition and directing the preparation of the Engineer's and Finance Director's Reports on the formation of Local Improvement District No. 11-94-ST for the purpose of constructing sanitary sewer, storm drain and street improvements in and around the area of Ridder, Garden Acres and Clutter Roads.

On January 24, 1995, the city of Wilsonville City Council adopted Resolution No. 1157 accepting the Engineer's and Finance Director's Reports for LID No. 11-94-ST and calling for a public hearing on the formation of the LID to be scheduled for March 6, 1995.

The public improvements that are proposed to be constructed in association with the Local Improvement District, are essentially those that were planned for the South Metro Transfer Facility. Staff is recommending that the Engineer formally used by the Facility Operator (Willamette Resources, Inc.) be retained for the professional services.

**BACKGROUND:**

Several years ago Metro proposed the construction of the South Metro Transfer Facility within the boundaries of the city of Wilsonville. After several months of public hearings, the facility finally received city approval and the design of the public improvements was undertaken by De Haas & Associates, Inc., under contract with Willamette Resources Inc.

After a substantial amount of engineering was completed, Metro decided to abandon the Facility as it was their opinion that it was no

longer required. The reduction in the waste stream from the metropolitan area due to increased recycling efforts was the reason given.

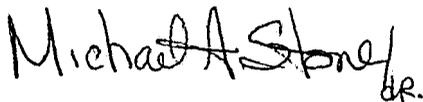
Subsequent to this decision, Willamette Resources, Inc. has elected to proceed with the construction of a smaller facility and operate it themselves. However, the public improvements are still essentially the same. Because Willamette Resources, Inc. lacked the funds for the construction of the improvements, they have chosen to seek financing through the Local Improvement District process.

The affected property owners have approached the city and filed the necessary petition which was accepted under Resolution No. 1139 and the Council ordered the preparation of the Engineer and Finance Director's Reports which were accepted under Resolution No. 1157.

If the Council so desires and proceeds with the formation of the District, it will be necessary to execute a Professional Services Agreement with De Haas & Associates, Inc., to allow for the completion of the plans and specifications. Staff feels that due to the extensive amount of work and experience that De Haas & Associates, Inc. has in this process, this information is invaluable and will result in a substantial cost savings to both the city and to the Local Improvement District petitioners.

The city has made a preliminary application to the Oregon Economic Development Department for financing of the proposed improvement, and this application has been accepted. The city has been invited to submit a final application.

Respectfully Submitted,

A handwritten signature in black ink that reads "Michael A. Stone" followed by a small "dr." to the right.

Michael A. Stone, P.E.  
City Engineer

MAS/dr

MS STF REPRT/LID11-94-ST(DeHaas)

**CITY OF WILSONVILLE  
PROFESSIONAL SERVICES AGREEMENT**

THIS AGREEMENT is made and entered into as of the date first indicated on the signature page, by and between the City of Wilsonville, Wilsonville, Oregon, (hereinafter referred to as the "City"), and De Haas & Associates, Inc., hereinafter referred to as "Consultant").

WHEREAS, City requires services which Consultant is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Consultant represents that it is qualified on the basis of specialized experience and technical competence and prepared to provide such services as City does hereinafter require;

NOW, THEREFORE, in consideration of those mutual promises and the terms and conditions set forth hereafter, the parties agreed as follows:

**A. Term**

The term of this Agreement shall be from the date of execution by both parties until tasks required hereunder are complete and accepted, unless earlier terminated in accordance herewith.

**B. Consultant's Services**

- B.1 The scope of Consultant's services and time of performance under this Agreement are set forth in Exhibit A. All provisions and covenants contained in Exhibit A are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.
- B.2 All written documents, drawings, and plans submitted by Consultant and intended to be relied on for the project shall bear the signature, stamp or initials of Consultant or Consultant's authorized Project Manager. Any documents submitted by Consultant which do not bear Consultant's signature, stamp or initials or those of the Consultant's authorized Project Manager shall not be relied upon by City. Interpretation of plans and answers to questions covering Plans given by Consultant or Consultant's Project Manager need not be put in writing unless requested by the City and may be relied upon by City.
- B.3 All agreements on the Consultant's part are contingent upon, and the Consultant shall not be responsible for damages or be in default or be deemed to be in default by reason of delays in performance due to third party: strikes, lockouts, accidents; acts of God; other delays unavoidable or beyond the Consultant's reasonable control, or due to shortages or unavailability of labor at established area wage rates or delays caused by failure of the City or City's agents to furnish information or to approve or disapprove the Consultant's work promptly, or due to late or slow, or faulty performance by the City, other contractors, other consultants not under Consultant's control or governmental agencies, the performance of whose work is precedent to or concurrent with the performance of the Consultant's work. In the case of the happening of any such cause of delay, the time of completion shall be extended

- accordingly.
- B.4 The existence of this Agreement between City and Consultant shall not be construed as City's promise or assurance that Consultant will be retained for future services unrelated to this public works project.
- B.5 Consultant shall maintain confidentiality of any private confidential information and any public information which is exempt from disclosure under state or federal law to which the Consultant may have access by reason of this Agreement. Consultant warrants that its employees assigned to work on services provided in this Agreement shall maintain confidentiality. All agreements with respect to confidentiality shall survive the termination or expiration of this Agreement.

**C. City's Responsibilities**

- C.1 The scope of City's responsibilities, including those of its Project Manager, are set forth in Exhibit B, which is attached hereto and incorporated herein.
- C.2 City certifies that sufficient funds are available and authorized for expenditure to finance costs of this Agreement.

**D. Compensation**

- D.1 Except as otherwise set forth in this subsection D, City agrees to pay Consultant not more than \$119,450.00 for performance of those services provided hereunder. However, compensation may be less than such maximum amount and shall be actually determined on an hourly basis as shown on the Rate Schedule attached as Exhibit C which is attached hereto and incorporated herein. Compensation shall be only for actual hours worked on this project and related direct expenses. Consultant shall furnish with each bill for services an itemized statement showing the amount of hours devoted to the project by Consultant as well as any agents or employees of Consultant and any direct expenses.
- D.2 During the course of Consultant's performance, if City or its Project Manager specifically requests Consultant to provide additional services which are beyond the scope of the services described on Exhibit A, Consultant shall provide such additional services and bill the City at the hourly rates outlined on the attached Standard Hourly Rate Schedule, provided the parties comply with the requirements of Section R. No compensation for additional services shall be paid or owing unless both parties specifically agree to such additional compensation and services.
- D.3 Unless expressly set forth on Exhibit A as a reimbursable expense item, Consultant shall only be entitled to the compensation amount specified in subsections D.1 and D.2. Only those reimbursable expenses which are set forth on Exhibit A and itemized on Consultant's bills for services shall be the basis for which payment of those expenses by City shall be owing.
- D.4 ④ Except for amounts withheld by City pursuant to this agreement, Consultant will be paid for services for which an itemized bill is received by City within 30 days.
- D.5 City shall be responsible for payment of required fees, payable to governmental agencies including, but not limited to plan checking, land use, zoning and all other similar fees resulting from this project, and not specifically covered by Exhibit A.

- D.6 Consultant's compensation rate includes but is not limited to salaries or wages plus fringe benefits and contributions including payroll taxes, workers' compensation insurance, liability insurance, pension benefits and similar contributions and benefits.
- D.7 In the event Consultant's responsibilities as described on Exhibit A have been separated into two or more phases, then Consultant shall not be entitled to any compensation for work performed directly on a later category of responsibilities unless and until City specifically directs that Consultant proceed with such work.

**E. City's Project Manager**

City's Project Manager is Michael A. Stone. City shall give Consultant prompt written notice of any redesignation of its Project Manager.

**F. Consultant's Project Manager**

Consultant's Project Manager is Marlin DeHaas. In the event that Consultant's designated Project Manager is changed, Consultant shall give City prompt written notification of such redesignation. In the event that City receives any communication from Consultant of whatsoever nature which is not executed by Consultant's designated Project Manager, City may request clarification by Consultant's Project Manager, which shall be promptly furnished.

**G. Project Information**

City shall provide full information regarding its requirements for the Project. Consultant agrees to share all project information, to fully cooperate with all corporations, firms, contractors, public utilities, governmental entities, and persons involved in or associated with the Project. No information, news or press releases related to the Project, whether made to representatives of newspaper, magazines or television and radio stations, shall be made without the authorization of City's Project Manager.

**H. Duty to Inform**

If at any time during the performance of this Agreement, or any future phase of this Agreement for which Consultant has been retained, Consultant becomes aware of actual or potential problems, faults or defects in the project or any portion thereof, any nonconformance with the federal, state or local law, rule, or regulation, or has any objection to any decision or order made by City with respect to such laws, rules or regulations, Consultant shall give prompt written notice thereof to City's Project Manager. Any delay or failure on the part of City to provide a written response to Consultant shall neither constitute agreement with nor acquiescence to Consultant's statement or claim, nor constitute a waiver of any of City's rights.

**I. Consultant is Independent Contractor**

- I.1 Consultant shall be and herein declares that it is an independent contractor for all purposes and shall be entitled to no compensation other than compensation provided for under paragraph D of this Agreement. Consultant binds itself, its partners, officers, successors, assigns and legal representatives to the City. Consultant shall be completely independent and solely determine the manner and means of accomplishing the end result of this Agreement, and City does not have the right to control or interfere with the manner or method of accomplishing said results. City, however, has the right to specify and control the results of the Consultant's responsibilities.

- I.2 Subcontracting: City understands and agrees that only those special consulting services identified on Exhibit A may be performed by those persons identified on Exhibit A and not by Consultant. Consultant acknowledges such services are provided to City pursuant to a subcontract(s) between Consultant and those who provide such services. Consultant may not utilize any subcontractors or in any way assign its responsibility under the Agreement without first obtaining the express written consent of the City.
- I.3 Consultant shall be responsible for and indemnify and defend City against any liability, cost or damage arising out of Consultant's use of such subcontractor(s) and subcontractor's negligent acts, omissions, or errors. Subcontractors will be required to meet the same insurance requirements of Consultant under this Agreement. Unless otherwise specifically agreed to by City, Consultant shall require that subcontractors also comply with and be subject to the provisions of this Section I.
- I.4 Consultant shall make prompt payment of any claim for labor, materials or services furnished to the Consultant by any person in connection with this Agreement as such claim becomes due. Consultant shall not permit any lien or claim to be filed or prosecuted against the City on account of any labor or material furnished to or on behalf of the Consultant. If the Consultant fails, neglects or refuses to make prompt payment of any such claim, the City may pay such claim to the person furnishing the labor, materials or services and charge the amount of the payment against funds due or to become due the Consultant under this Agreement.
- I.5 No person shall be employed under the terms of this agreement as described herein in violation of all wage and hour laws.
- I.6 Consultant shall make prompt payment as due to any person, co-partnership, association or corporation, furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury, to the employees of such Consultant of all sums which the Consultant agrees to pay for such services and all monies and sums which the Consultant collected or deducted from the wages of employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service.
- I.7 Should Consultant elect to utilize employees on any aspect of this Agreement, Consultant shall be fully responsible for payment of all withholding required by law, including but not limited to taxes, including payroll, income, Social Security (FICA) and Medicaid. Consultant shall also be fully responsible for payment of salaries, benefits, taxes, Industrial Accident Fund contributions and all other charges on account of any employees. Consultant shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167. All costs incident to the hiring of assistants or employees shall be Consultant's responsibility. Consultant shall indemnify, defend and hold City harmless from claims for payment of all such expenses. Unless otherwise expressly set forth on Exhibit A as a reimbursable expense item, specific costs associated with items set forth in this paragraph shall be deemed as fully and conclusively included in the rate upon which consultants compensation is based.
- I.8 No person shall be denied or subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, marital status, age, disability or national origin. Any

violation of this provision shall be grounds for cancellation, termination or suspension of the Agreement in whole or in part by the City.

## **J. Indemnity and Insurance**

- J.1 Consultant acknowledges responsibility for liability arising out of the performance of this Agreement and the attachments thereto only and shall hold City harmless from and indemnify City of any and all liability, settlements, loss, costs and expenses in connection with any action, suit, or claim resulting or allegedly resulting from Consultant's negligent acts, omissions, errors or willful misconduct provided pursuant to this Agreement or from Consultant's failure to perform its responsibilities as set forth in this agreement. The review, approval or acceptance by City, its Project manager or City of Wilsonville employees of documents or other work prepared or submitted by Consultant shall not relieve Consultant of its responsibility to provide such materials in full conformity with City's requirements as set forth in this Agreement and to indemnify City from any and all costs and damages resulting from Consultant's failure to adhere to the standard of performance described in Section J.2.3. The provisions of this section shall survive termination of this Agreement. City agrees to indemnify and hold Consultant harmless from liability, settlements, losses, costs, and expenses in connection with any action, suit or claim resulting or allegedly resulting from City's negligent acts, omissions or from its willful misconduct as governed by ORS Chapter 30.
- J.2 Insurance Requirements and Consultant's Standard of Care.
- J.2.1 Consultant shall provide City with evidence of the following insurance coverages prior to the commencement of the work. A copy of each insurance policy, issued by a company currently licensed in the State of Oregon, and certified as a true copy by an authorized representative of the issuing company or at the discretion of the City, in lieu thereof, a certificate in a form satisfactory to City certifying to the issuance of such insurance shall be furnished to City. Unless specifically set forth on Exhibit A, expenses relating to the cost of insurance shall not be the basis for additional reimbursement to Consultant.
- J.2.2 The City agrees that in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property.
- J.2.3 In the performance of its professional services, the Consultant shall use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession practicing in the Portland Metropolitan Area. The Consultant will reperform any services not meeting this standard without additional compensation. Consultant's reperformance of any services, even if done at City's request, shall not be considered as a limitation or waiver by City of any other remedies or claims it may have arising out of consultant's failure to perform in accordance with the applicable standard of care or this Agreement.
- J.2.4 Consultant shall furnish the City a certificate evidencing the date, amount and type of insurance that has been procured pursuant to this Agreement. All policies shall be written on an "occurrence basis," except for Consultant's

Professional Liability Insurance which may be written on a "claims made" basis, provided it shall endeavor to be maintained in full force for not less than four (4) years following Consultant's performance under this Agreement. All policies shall provide for not less than 30 days' written notice to the City before they may be revised, non-renewed, or canceled. The Consultant shall endeavor to provide for not less than 30 days' written notice to the City before the policy coverage may be reduced. Excepting professional liability and worker's compensation coverage, all policies shall provide an endorsement naming the City, its officers, employees and agents as additional insureds. In the event the policy lapses during performance, the City may: treat said lapse as a breach; terminate this Agreement and seek damages; withhold progress payments without impairing obligations of Consultant to proceed with work; pay an insurance carrier (either Consultants' or a substitute) the premium amount and withhold that amount from payments; and, use any other remedy provided by this Agreement or by law.

- J.2.5 Insurance Requirements. The Consultant, its subcontractors, if any, and all employers working under this Agreement are subject employers under the Oregon Worker's Compensation Law and shall comply with ORS 656.017 which requires them to provide workers' compensation coverage for all their subject workers. The Consultant will maintain throughout this Agreement the following insurance:
- J.2.5.1 Workers' compensation and employers liability insurance as required by the State where the work is performed.
  - J.2.5.2 Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from the use of motor vehicles, including on-site and off-site operations, and owned, non-owned, or hired vehicles, with \$500,000 combined single limits.
  - J.2.5.3 Commercial general liability insurance covering claims for injuries to members of the public or damage to property of others arising out of any covered negligent act or omission of the Consultant or of any of its employees, agents or subcontractors, with \$1,000,000 per occurrence and in the aggregate.
  - J.2.5.4 Professional liability insurance of \$500,000 per occurrence and in the aggregate, including contractual liability coverage. If Consultant proposes using subcontractors, in addition to any other requirements of this Agreement, City may require subcontractors to provide Professional Liability Insurance, provided the amount and form of coverage complies with the requirements of paragraphs J.2.1, J.2.2, J.2.3, J.2.4 and J.2.5.4.
  - J.2.5.5 City will be named as an additional insured with respect to Consultant's liabilities hereunder in insurance coverages identified in items J.2.5.2 and J.2.5.3.
- J.2.6 The coverage provided by these policies shall be primary and any other insurance carried by City is excess. Consultant shall be responsible for any

deductible amounts payable under all policies of insurance. In the event a dispute arises between City and Consultant for which Consultant has obtained insurance, the maximum amount which may be withheld by City for all such claims shall be no more than the amount of the applicable insurance deductible.

**K. Early Termination**

- K.1 This Agreement may be terminated prior to the expiration of the agreed upon terms:
  - K.1.1 By mutual written consent of the parties;
  - K.1.2 By City for any reason within its sole discretion, effective upon delivery of written notice to Consultant by mail or in person; and
  - K.1.3 By Consultant, effective upon seven days prior written notice in the event of substantial failure by the City to perform in accordance with the terms through no fault of the Consultant.
- K.2 If City terminates the Agreement in whole or in part due to default or failure of Consultant to perform services in accordance with this Agreement, City may procure, upon reasonable terms and in a reasonable manner, services similar to those so terminated. In addition to any other remedies the City may have, Consultant shall be liable for all costs and damages incurred by City in procuring such similar service, and the Contract shall be in full force to the extent not terminated.
- K.3 If City terminates the Agreement for its own convenience, payment of Consultant shall be prorated to and include the day of termination and shall be in full satisfaction of all claims by Consultant against City under this Agreement.
- K.4 Termination under any provision of this paragraph shall not affect any right, obligation or liability of Consultant or City which accrued prior to such termination. Consultant shall surrender to City items of work or portions thereof, referred to in Paragraph O for which Consultant has received payment, or City has made payment. City retains the right to elect whether or not to proceed with actual construction of the project.

**L. Suspension of Work**

City may suspend, delay or interrupt all or any part of the work for such time as the City deems appropriate for its own convenience by giving written notice thereof to Consultant. An adjustment in the time of performance or method of compensation shall be allowed as a result of such delay or suspension unless the reason for the delay is within the Consultant's control. City shall not be responsible for work performed by any subcontractors after notice of suspension is given by City to Consultant. Should the City suspend, delay or interrupt the work and the suspension is not within the Consultant's control, then the City shall extend the time of completion by the length of the delay and the method of compensation shall be adjusted to reflect the Consultant's increase or decrease in its standard hourly rates.

**M. Subconsultants and Assignments**

- M.1 Unless expressly authorized in Exhibit A or Paragraph I of this Agreement, Consultant shall neither subcontract with others for any of the work prescribed herein, nor assign any of Consultant's rights acquired hereunder without obtaining prior written approval from City. Work may be performed by persons other than Consultant, provided Consultant advises City of the names of such subcontractors and the work which they intend to perform and the City specifically agrees thereto. Consultant acknowledges such services are provided to City pursuant to a subcontract(s) between Consultant and subcontractor(s). Except as otherwise provided by this Agreement, City incurs no liability to third persons for payment of any compensation provided herein to Consultant. Any attempted assignment of this contract without the written consent of City shall be void. Except as otherwise specifically agreed, all costs for services performed by others on behalf of Consultant shall not be subject to additional reimbursement by City.
- M.2 City shall have the right to let other agreements be coordinated with this Agreement. Consultant shall cooperate with other firms, engineers or subconsultants on the project and the City so that all portions of the project may be completed in the least possible time within normal working hours. Consultant shall furnish other engineers and subconsultants and affected public utilities, whose designs are fitted into Consultant's design, detail drawings giving full information so that conflicts can be avoided.

**N. Access to Records**

City shall have access upon request to such books, documents, receipts, papers and records of Consultant as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of four (4) years unless within that time City specifically requests an extension. This clause shall survive the expiration, completion or termination of this Agreement.

**O. Work is Property of City**

- A. Originals or Certified copies of the original work forms, including but not limited to documents, drawings, tracings, surveying records, mylars, papers, diaries, inspection reports and photographs, performed or produced by Consultant under this Agreement shall be the exclusive property of City and shall be delivered to City prior to final payment. Any statutory or common law rights to such property held by Consultant as creator of such work shall be conveyed to City upon request without additional compensation. Upon City's approval and provided City is identified in connection therewith Consultant may include Consultant's work in its promotional materials. Drawings may bear a disclaimer releasing the Consultant from any liability for changes made on the original drawings and for reuse of the drawings subsequent to the date they are turned over to the City.
- B. Consultant shall not be held liable for any damage, loss, increased expenses or otherwise caused by or attributed to the reuse, by City or their designees, of all work performed by Consultant pursuant to this contract without the express written permission of the Consultant.
- C. City agrees it will indemnify and hold Consultant harmless for all losses or damages that may arise out of the reuse of specific engineering designs incorporated into

extensions, enlargements or other projects, without the express written permission of the Consultant.

**P. Law of Oregon**

The Agreement shall be governed by the laws of the State of Oregon. The Agreement provisions required by ORS Chapter 279 to be included in public agreements are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.

Consultant shall adhere to all applicable federal and state laws, including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers' compensation, and minimum and prevailing wage requirements. Any certificates, licenses or permits which Consultant is required by law to obtain or maintain in order to perform work described on Exhibit A, shall be obtained and maintained throughout the term of this Agreement.

**Q. Adherence to Law**

Consultant shall adhere to all applicable federal and state laws, including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers' compensation, and minimum and prevailing wage requirements. Any certificates, licenses or permits which Consultant is required by law to obtain or maintain in order to perform work described on Exhibit A, shall be obtained and maintained throughout the term of this Agreement.

**R. Modification**

Any modification of the provisions of this Agreement shall not be enforceable unless reduced to writing and signed by both parties. A modification is a written document, contemporaneously executed by City and Consultant, which increases or decreases the cost to City over the agreed sum or changes or modifies the scope of service or time of performance. No modification shall be binding unless executed in writing by Consultant and City. In the event that Consultant receives any communication of whatsoever nature from City, which communication Consultant contends to give rise to any modification of this Agreement, Consultant shall, within thirty (30) days after receipt, make a written request for modification to City's Project Manager. Consultant's failure to submit such written request for modification in the manner outlined herein may be the basis for refusal by the City to treat said communication as a basis for modification. In connection with any modification to the contract affecting any change in price, Consultant shall submit a complete breakdown of labor, material, equipment and other costs. If Consultant incurs additional costs or devotes additional time on project tasks which were reasonably expected as part of the original agreement or any mutually approved modifications, then City shall be responsible for payment of only those costs for which it has agreed to pay.

**S. Other Conditions**

S.1 Except as otherwise provided in paragraphs S.1.1, S.1.2, and S.1.3 Consultant represents and agrees that the contract specifications and plans, if any, prepared by the Consultant will be adequate and sufficient to accomplish the purposes of the project; and further, that any review or approval by the owner of the plans and specifications shall not be deemed to diminish the adequacy of Consultant's work.

- S.1.1 Subsurface Investigations. In soils, foundation, ground water, and other subsurface investigations, the actual characteristics may vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. Because of the inherent uncertainties in subsurface evaluations, changed or unanticipated underground conditions may occur that could affect total Project cost and/or execution. These conditions and cost/execution effects are not the responsibility of the Consultant.
- S.1.2 Opinions of Cost, Financial Considerations, and Schedules. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the Project, Consultant has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the ultimate Project cost or schedule. Therefore, Consultant makes no warranty that Owner's actual Project costs, financial aspects, economic feasibility, or schedules will not vary from Engineer's opinions, analyses, projections, or estimates.
- S.1.3 Record Drawings. Record drawings, if required, will be prepared, in part, on the basis of information compiled and furnished by others, and may not always represent the exact location, type of various components, or exact manner in which the Project was finally constructed. Consultant is responsible for any errors or omissions about which the Consultant knew or should have known in the information from those employees or firms employed by the Consultant under the terms of the contract as stated therein that is incorporated into the record drawings.
- S.2 Notwithstanding any acceptance or payments, City shall not be precluded or stopped from recovering from Consultant, or its insurer or surety, such damages as may be sustained by reason of Consultant's failure to comply with the terms of this Agreement. A waiver by City of any breach by Consultant shall not be deemed to be a waiver of any subsequent breach by Consultant.

**T. Integration**

This Agreement, including but not limited to Exhibits and Consultant's proposal submitted to City contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations or agreements. In case of conflict among these documents the provisions of this Agreement shall control.

**U. Miscellaneous / General**

Consultant binds itself, its partners, officers, successors, assigns and legal representatives to the City under the terms and conditions of this agreement as described herein.

The CONSULTANT and the CITY hereby agree to all provisions of this AGREEMENT.

IN WITNESS WHEREOF, the parties by their signatures below enter into this Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_

CONSULTANT:

DeHaas & Associates, Inc.  
Name of Firm

By \_\_\_\_\_  
Typed or  
Printed Name: Marlin J. DeHaas

Title: President

Mailing  
Address: 9450 SW Commerce Circle  
Wilsonville, OR 97070

Employer I.D. No. 93-0736727

CITY OF WILSONVILLE:

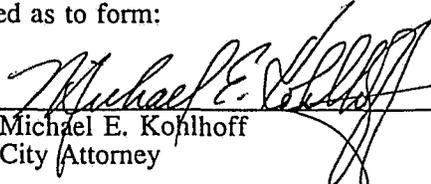
By \_\_\_\_\_  
Michael A. Stone  
City Engineer

Attest:

\_\_\_\_\_  
Vera A. Rojas, CMC/AAE  
City Recorder

Mailing  
Address: 30000 SW Town Center Loop East  
Wilsonville, OR 97070

Approved as to form:

  
\_\_\_\_\_  
Michael E. Kohlhoff  
City Attorney

## EXHIBIT A

### **SCOPE OF CONSULTANT'S SERVICES**

The work to be performed by the CONSULTANT outlined in the AGREEMENT shall generally include provision of engineering and surveying services related to improvement of Ridder Road from Garden Acres Road easterly approximately 2276 lineal feet, construction of approximately 2413 lineal feet of storm drain improvements outside the road area and construction of approximately 3998 lineal feet of sanitary sewer improvements outside the road area. The project is being constructed as a Local Improvement District (LID).

### ARTICLE 1 - BASIC SERVICES

The CONSULTANT agrees to perform in accordance with all applicable Federal, State and local laws, statutes, ordinances, rules and regulations of any kind, whatsoever, professional services in connection with the PROJECT as hereinafter stated and defined as Basic Services.

1. LID Formation and Assessment.
  - 1.1 Assist the CITY in preparation of reports and resolutions as necessary in forming the LID.
  - 1.2 Prepare a Preliminary Engineer's Report, to include preliminary cost estimates, proposed assessment method and spread of preliminary assessment costs.
  - 1.3 Assist the CITY with presentation of the Preliminary Engineer's Report to Council informal meetings with property owners and public hearing on formation of the LID.
  - 1.4 Assist the CITY in compiling the final costs of the project and prepare a Final Engineer's Report including spread of assessment.
  - 1.5 Assist the CITY with presentation of the Final Engineer's Report to Council and public hearing on the assessment.
2. Preliminary Design Services
  - 2.1 Furnish survey personnel and equipment required to obtain field information necessary to prepare plans and specifications for the PROJECT.
  - 2.2 Coordinate the design with utility companies and authorities whose facilities may be affected by the proposed construction and obtain from such companies and authorities the location of their existing and planned facilities. Assist the CITY in negotiations with the utility companies and authorities for the adjustment of their facilities.
  - 2.3 Prepare for the CITY'S approval, preliminary plans and specifications based on the field data collected, information from utility companies, and on typical design details and standards furnished by the CITY.
  - 2.4 Prepare an estimate of total construction cost, estimates of material quantities to be furnished and work to be done, based on the preliminary plans and specifications.

- 2.5 Furnish three (3) sets of preliminary plans and specifications to the CITY for review and approval prior to proceeding with final design.
  - 2.6 Meet with representatives of local, State and Federal agencies and the CITY in regard to design of the PROJECT.
3. Final Design Services
- 3.1 Prepare final plans and specifications for the PROJECT, in accordance with appropriate regulatory agencies and the CITY'S requirements.
  - 3.2 Prepare an estimate of total construction costs, estimates of material quantities to be furnished and work to be done, based on completed plans and specifications for the PROJECT. Such estimates are to be based upon the CONSULTANT's best judgment and experience and as are deemed to be appropriate at the time the PROJECT is scheduled to be held.
  - 3.3 Consult with Burlington Northern Railroad and prepare permits for any crossings of railroad right-of-way. Present for signature and submitted by the CITY.
  - 3.4 Prepare descriptions of right-of-way to be acquired and assist with efforts to acquire proper dedications.
  - 3.5 Prepare all documents for acquisition of utility easements and temporary construction easements and assist with efforts to obtain signatures as required by the CITY.
  - 3.6 Through a subconsultant, provide a boring log at 300 foot intervals along the sewer line trench.
  - 3.7 Through a subconsultant, provide a 20-year pavement and base design based upon projected traffic numbers provided by the CITY.
  - 3.8 Coordinate any utility line relocation which may be required for construction of sewer lines.
4. Bidding and Contract Award Services
- 4.1 Furnish forty (40) copies of final plans and specifications for bidding and for construction of the PROJECT.
  - 4.2 Interpret plans and specifications during the bidding period and prepare clarifications and addenda.
  - 4.3 Assist in receiving and tabulating construction and materials proposals, analyze bid results, assist in recommending contract award, and preparing final contract documents.
5. Services During Construction
- 5.1 Furnish survey personnel and equipment as required to establish baseline control for construction of the PROJECT and provide all construction staking as necessary and defined in the contract documents.

- 5.2 Make periodic visits to the site of the PROJECT, as needed, to observe the progress and quality of the work and to determine if the work is proceeding in accordance with the intent of the contract documents. Periodic visits are estimated to average one half day per week.
- 5.3 Attend weekly meetings with representatives of the CITY and the CONTRACTOR.
- 5.4 Meet with representatives of local, State and Federal agencies when necessary for consultation or conferences in regard to construction of the PROJECT.
- 5.5 Interpret the contract plans and specifications to determine construction compliance with the intent of the design.
- 5.6 Review and approve shop drawings, diagrams, illustrations, catalog data, schedules and samples, the results of tests and inspections, and other data which the CONTRACTOR is required to provide and recommend to the CITY, changes deemed advisable.
- 5.7 Arrange for, conduct, or witness, field, laboratory, or shop tests of construction materials, as prescribed in the contract documents.
- 5.8 Determine the suitability of on-site materials to be used in the construction.
- 5.9 Reject work and materials that do not conform to the contract documents.
- 5.10 Through a subconsultant, provide materials testing and compactions testing services.
- 5.11 Assist the CITY in determining payments due the CONTRACTOR based on the extent of work completed.
- 5.12 Review claims for extra compensation and requests for extension of time submitted by the CONTRACTOR and prepare recommendations to the CITY for final disposition.
- 5.13 Submit written progress reports on design activities t include statements of work completed, findings and conclusions, delays encountered, schedule revisions, or work modifications.
- 5.14 Upon substantial completion of construction, conduct an investigation of the PROJECT and assist the CITY in preparing punch lists of work to be done to achieve final completion.
- 5.15 Assist the CITY in negotiating final payment for construction. Document proceeding of negotiation, if any, and record basis for final payment.
- 5.16 At the completion of the PROJECT, prepare a final PROJECT status report, including a PROJECT cost summary and cost breakdown by property, and prepare Mylar as-built plans and submit to the CITY.

6. Additional Services

- 6.1 The CONSULTANT agrees to complete the Preliminary and Final Design Services enumerate in paragraph 1 and 2 of ARTICLE 1 within 30 calendar days after receipt of the authorization to proceed. If the CITY has requested significant modifications or changes in the scope of the PROJECT, the time of performance of the CONSULTANT'S services shall be adjusted accordingly.

**EXHIBIT B**

**CITY'S RESPONSIBILITIES**

The CITY will:

1. Provide adequate information to the CONSULTANT as to the CITY's requirements for the PROJECT.
2. Assist the CONSULTANT by placing at his disposal all reasonably available information and technical data pertinent to the PROJECT including previous reports and any other data relative to design and construction of the PROJECT.
3. Furnish to the CONSULTANT, prior to any performance by the CONSULTANT under the Agreement, a copy of any design and construction standards the CITY shall require the CONSULTANT to follow in the preparation of the contract documents.
4. Advertise for proposals from bidders, open the sealed proposals at the appointed time and place and pay for all costs incident thereto.
5. Obtain approvals and permits from all governmental authorities having jurisdiction over the PROJECT.
6. Give prompt notice to the CONSULTANT whenever the CITY observes or otherwise becomes aware of any defect or delay in the PROJECT.
7. Review and approve the assessment district boundaries, method of assessment and final assessment.
8. Hold such public hearings as is appropriate in processing the LID project.
9. Docket the liens related to the local assessment district and otherwise implement the provisions of Code Sections 3.212-3.294 related to procedures for Local Improvements and Special Assessments.
10. Furnish the services of a Resident Inspector to provide continuous inspection of the work of the CONTRACTOR during the period of construction. The Resident Inspector shall be experienced in the type of work to be done to the end that competent inspection of materials and labor will be provided. The CONTRACTOR will keep and the Inspector will check, all records, maps and plans necessary for the preparation of final record drawings. The Resident Inspector will verify monthly reports of construction progress and monthly estimates as the basis of payment to the CONTRACTOR as construction proceeds.
11. Compensate the CONSULTANT as stipulated in this Agreement.

**EXHIBIT C**

**STANDARD FEE SCHEDULE  
1995**

Listed hereinafter is a schedule of hourly rates for engineering and surveying services most frequently performed by De Haas & Associates, Inc.

Principal	\$69.00
Project Manager	\$68.00
Project Engineer	\$47.00
Engineer Technician	\$36.00
Design Draftsman	\$38.00
Draftsman	\$30.00
Inspector	\$36.00
Clerical	\$24.00
Survey Manager	\$47.00
Survey Technician	\$34.00
Party Chief	\$42.00
Head Chairman	\$36.00
Rear Chairman	\$24.00
2 Man Crew	\$78.00
3 Man Crew	\$101.00
Mileage	\$0.35 per mile
Prints	\$ 2.00 each
Copies	\$0.15 page
Fax	\$1.00 page
Direct Expense	Cost + 5%

Note: If work remains to be done beyond December 31, 1995, the balance of the fees to be earned on each subsequent January 1 will be modified in accordance with the change in the Construction Cost Index of the Engineering News Record, a McGraw Hill Publication of nationwide circulation widely used in the construction industry for this purpose. The Construction Cost Index used as a basis will be the index figure existing on January 1, 1995.