

RESOLUTION NO. 1532

A RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE FOR AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH ORW ARCHITECTURE FOR THE PURPOSE OF DESIGNING CITY COUNCIL CHAMBER UPGRADES

Recitals:

A. The City is looking to upgrade certain elements of Council Chambers. Specifically, it has been determined that additional seating for Council members and staff is necessary; council/staff video viewing upgrades are warranted; and the Chambers require some accessibility improvements.

B. The City has received a bid from ORW Architecture, pursuant to State Direct Appointment Procedure, and the bid for the work is well within the City's 2017-19 facilities capital budget appropriation to conduct the design work for such improvements.


C. The Council finds it is in the public interest to contract with ORW Architecture for the design of improvements to Council Chambers, including design, preparation of construction drawings, and construction administration and to authorize the City Manager to negotiate the necessary terms for such work, and execute the agreement.

The City of Central Point resolves as follows:

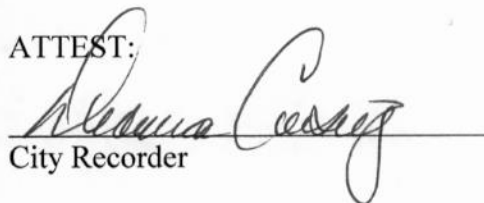
Section 1. The City is authorized to enter into a Professional Services Agreement with ORW Architecture for City Council Dais – Design Services.

Section 2. The City Manager or his designee is authorized to negotiate the terms of the Professional Services Agreement and to execute said agreement for Council Dais Design Services.

Passed by the Council and signed by me in authentication of its passage this 24th day of March, 2018.


Mayor Hank Williams

ATTEST:


City Recorder

March 8, 2018

Matt Samitore, Parks and Public Works Director
City of Central Point
Central Point, OR 97502

Re: Central Point City Council Dais – Design Services

Dear Matt,

From our recent meeting at City hall, the City would like the Council Chambers to be more accommodating for council, staff, and the public. We have studied the room and believe it can be significantly enhanced with a more functional dais that provides more space for all and minimizes construction costs.

The scope of work will include:

- Translating existing City-provided pdf drawings of the space into AutoCad and spot-checking measurements
- Exploring concept design with digital 3D model views and floor plan
- Review with you and the City Manager
- Construction documents suitable for bidding and construction

To draw the existing conditions, explore a concept design, and provide 3D views and a floor plan, we propose a fixed fee of \$5,050; to develop construction drawings for a pre-qualified bidder (materials called out on the drawings in lieu of a full specification), we propose an additional fee of \$4,800. Because construction administration could range from a very small to moderate level of service, we propose serving the bidding and construction phase on an hourly basis as needed. Please contact me if you have questions regarding our proposal. We are excited to begin work and can start right away.

Best Regards,



Dana Ing Crawford, AIA, LEED ap BD+C
Principal

