



CITY OF OREGON CITY CITY COMMISSION SPECIAL MEETING - REVISED AGENDA

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Tuesday, July 9, 2024 at 7:00 PM

Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
 - Register to provide electronic testimony (email recorderteam@orccity.org or call 503-496-1509 by 3:00 PM on the day of the meeting to register)
 - Email recorderteam@orccity.org (deadline to submit written public comment via email is 3:00 PM on the day of the meeting)
 - Mail to City of Oregon City, Attn: City Recorder, P.O. Box 3040, Oregon City, OR 97045
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-

6:00 PM - EXECUTIVE SESSION OF THE CITY COMMISSION

The Executive Session will begin at 6:00 PM pursuant to ORS 192.660(2)(e): To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

7:00 PM - CITY COMMISSION SPECIAL MEETING

1. CONVENE MEETING AND ROLL CALL

2. FLAG SALUTE

3. CEREMONIES AND PROCLAMATIONS

- 3.a. Oath of Office for new Oregon City Police Officers

4. PUBLIC COMMENTS

Please see the public comment guidelines below.

- 4.a. Policing Methods

5. PRESENTATIONS

- 5.a. Downtown Oregon City Association Presentation
5.b. Inflow & Infiltration Program - Fiscal Year 2023-2024 Annual Report Presentation (CI 21-015)

6. ADOPTION OF THE AGENDA

7. CONSENT AGENDA

- 7.a. Newell Creek IGA
7.b. Pioneer Community Center - West Linn IGA
7.c. Vectra Network and Cloud Security Services
7.d. Public Improvement Contract with Suulutaaq Inc. for the Barclay Hills Storm Drainage Improvements Project (CI 23-014)
7.e. Public Improvement Contract with T-Olsen Contractors, LLC for the Holmes Lane Waterline Replacement Project (CI 24-002)
7.f. Amendment No. 2 to the Personal Services Agreement with Wallis Engineering for the Inflow & Infiltration Program Management (CI 21-015)
7.g. Minutes of the April 03, 2024 City Commission Regular Meeting
7.h. Minutes of the May 07, 2024 City Commission Work Session

7.i. Minutes of the May 15, 2024 City Commission Work Session

8. PUBLIC HEARINGS

9. GENERAL BUSINESS

9.a. Resolution No. 24-21 Adjusting Solid Waste Collection and Disposal Rates Effective September 1, 2024

9.b. Youth Opioid Prevention Grant Program Committee Evaluation and Award Announcement

9.c. First Reading of Ordinance No. 24-1006, Revising the City Code for the Youth Advisory Commission

9.d. Joint Statement in Support of Our Shared River Assets and Opportunities

9.e. Joint Values and Outcomes for 2025 Transportation Funding in Clackamas County

9.f. McLoughlin Promenade Encroachments License Agreement, Liability Insurance, and Indemnity Clause

10. COMMUNICATIONS

City Manager

Commissioners

Mayor

a. Mayoral Appointments to the Citizen Involvement Committee (CIC) for Gaffney Lane

b. Mayoral Appointment of Diversity, Equity, and Inclusion Community Task Force Members

11. ADJOURNMENT

ORDINANCE NOTICE

If an ordinance is noticed above in this agenda, the text of the ordinance is available online with the posted agenda packet. In addition, three copies are provided for public review in the Office of the City Recorder upon request.

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker's table, and state your name and city of residence. Each speaker is given 3 minutes to speak. Representatives of neighborhood associations may be given 5 minutes to speak if requested. As a general practice, the City Commission does not engage in discussion with those making comments. Complaints shall first be addressed at the department level prior to addressing the City Commission. Electronic presentations are permitted but must be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the [Oregon City's website](#) and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WPMC at 503-650-0275 for a programming schedule.

OATH OF OFFICE

Sworn Police Officer
Oregon City Police Department

*I, **Hunter Ehrich**, do solemnly swear that I will uphold the law, and support the Constitution of the United States and the State of Oregon. I will abide by the Law Enforcement Code of Ethics, and the department's rules and regulations, while faithfully performing my duties as a Police Officer for Oregon City, Oregon.*

GIVEN THIS 9TH DAY OF JULY 2024

Denyse C. McGriff, Mayor

SUBSCRIBED AND SWORN to before me this 9th day of July 2024.

Notary Public
State of Oregon
My commission expires: _____

OATH OF OFFICE

Sworn Police Officer
Oregon City Police Department

*I, **Mallory Cross**, do solemnly swear that I will uphold the law, and support the Constitution of the United States and the State of Oregon. I will abide by the Law Enforcement Code of Ethics, and the department's rules and regulations, while faithfully performing my duties as a Police Officer for Oregon City, Oregon.*

GIVEN THIS 9TH DAY OF JULY 2024

Denyse C. McGriff, Mayor

SUBSCRIBED AND SWORN to before me this 9th day of July 2024.

Notary Public
State of Oregon
My commission expires: _____

OFFICIAL PETITION
TO
COUNCIL MEMBERS
OREGON CITY, OR

City of Oregon City
Po Box 3040
Oregon City, OR 97045-0304

To Members of the Oregon City City Council:

There is a national movement underway to cut back on quality-of-life policing methods such as making arrests for vandalism, littering, loitering, vagrancy, public intoxication, and other quality of life violations.

As a registered voter in Oregon City, I urge you to maintain all quality-of-life policing methods, vigorously defend these methods, support our police in enforcement of quality-of-life violations, and make sure our district attorney is fully behind quality-of-life policing methods.

Quality of life policing, as well as pro-active policing methods, have cleaned up and maintained order in many neighborhoods in our city and helped reduce more serious crime nationwide between 1985 and 2015 by over 50%.

John Schroeder

Mr. James Jones

Mr. Alger Herbert Marsh

Ms. Maryann Silva

Mr. Brett Brown

Mr. Leslie Watts

Mr. Gregory Dean Davenport

Ms. Gabriele Fugitt

Mr. Stanley Witham

Mr. Alger Marsh

Ms. Dora Toman



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission

Agenda Date: July 9, 2024

From: John Lewis, Public Works Director

SUBJECT:

Inflow & Infiltration Program - Fiscal Year 2023-2024 Annual Report Presentation (CI 21-015)

STAFF RECOMMENDATION:

Provide feedback on the I&I Program's presentation and performance for FY 2023-2024 and plans for FY 2024-2025.

EXECUTIVE SUMMARY:

The City's 2014 Sanitary Sewer Master Plan calls for an Inflow & Infiltration (I&I) Removal Program – to reduce surface and subsurface water that is entering the sanitary sewer collection system. The I&I Program Management has been in operation since May 2022, accomplishing much since that time.

BACKGROUND:

The City's 2014 Sanitary Sewer Master Plan calls for an Inflow & Infiltration (I&I) Removal Program - to reduce surface and subsurface water that is entering the sanitary sewer collection system. In addition, the Program aims to prevent future upgrades to the City and Clackamas County Water Environment Services (WES) sewer facilities, which are significantly more costly to design and build. The City's I&I Program is administered by Wallis Engineering (Wallis), via a program management contract, which has progressed this program from concept to execution.

In Fiscal Year (FY) July 2023 – June 2024, the Program focused on four main areas that will continue into the next FY. These areas include: 1) Condition Assessment; 2) Project Delineation, Design, and Construction; 3) Program Standards Development; and 4) Flow Monitoring. Utilizing these focus areas, the Rivercrest Basin Project (and the Linn Basin Project) were the focus of lessons learned. Next FY, the Program will have a stronger emphasis on construction, with five (5) projects expected to break ground during that time.

Condition Assessment

Two main methods are utilized to collect data about the condition of the sewer system: 1) closed circuit television (CCTV) surveys; and 2) smoke testing. Smoke testing reveals conditions where storm systems have been connected to the sewer system, resulting in significant inflow (during rainstorms). CCTV surveys provide visual documentation of pipe conditions.

The program completed 122,000 linear feet (LF) of mainline CCTV surveying, with another

132,000 LF programmed for FY 24-25. Utilizing these methods, McLoughlin Basin had the greatest number of connected downspouts, with no testing area fully free of cross-connections.

Approximately 130,000 LF of sewer main was smoke tested (including connected lateral lines). Another 130,000 LF is expected to be completed this summer, most likely in August and September. This testing was focused on the McLoughlin, Canemah, Newell, and Warner Parrot basins. Smoke test findings revealed significantly higher numbers of cross-connections than what is typical of other Oregon communities. Considering the age of the system and the prior status as a combined sewer system (sanitary and storm sewage sharing the same pipes), these results are not surprising.

Project Delineation and Design

Data collected and evaluated during the condition assessments helps define design packages. Design packages are assigned to sub-consultants by Wallis, though Wallis retains some of these design packages.

Three of the five projects (scheduled for construction this FY) are at, or past, 90% design completion. The remaining projects are transitioning from scoping to initial design. Some construction work was completed in 2023 and 2024. Design work is slated to wrap up in 2024-25, with most of the program focus of FY 24/25 shifting to projects intended to be built in future years. Along with the next years' work efforts, the I&I program is developing a 5-year plan - focusing on the following considerations:

- Coordination with Pavement Maintenance Utility Fund (PMUF) to facilitate rehabilitation of roadways in the McLoughlin Neighborhood.
- Fully rehabilitating the Rivercrest and Linn Basins.
- Addressing basins (or smaller areas) with significant issues as identified by the Program's investigation efforts to date.

Program Standards Development

The Program Management Plan (PMP) and Public Outreach Program Plan (POPP), developed in 2023, were successful and were revised minimally this fiscal year. Only minor changes are expected to these Plans in the next FY.

Project boilerplate specifications and design guideline standards (recommended by the PMP) had significant revisions this fiscal year. Both standards are considered living documents; therefore, revision and improvements to these standards will be ongoing to achieve quality bid documents, and uniformity. Standards revision efforts (in the upcoming FY) will focus heavily on improving the implementation of the Lateral Program. The Linn Basin Sanitary Sewer I&I Rehabilitation Project 1 was the Program's first project to implement the Lateral Program. While this effort was largely successful, it also showed that significant changes are needed to all Program Standards to reduce the administrative burdens that the current Lateral Program places upon the City, Consultants, Contractors and staff.

Flow Monitoring

Evaluation of program outcomes (in the form of reduced I&I) is a key component of the Program. The primary method to accomplish this is wet weather flow monitoring. For this method, flow meters were installed at three sites for meter data collection. In addition, three additional WES meters were utilized to supplement the meter data collection. This FY's flow monitoring began in February and extended through late March. The City's hydraulic model was updated with new flow monitoring results.

After one season of pre-project and post-project flow monitoring, it is too early to reach data supported conclusions about how much the winter flows have been reduced. However, the program team have compared the collected flow records from 2023 and 2024 and have drawn general conclusions that the I&I completed projects resulted in a significant reduction in (groundwater) infiltration. This is most evident in the areas where total system rehabilitation was completed. Future projects will also include provisions to remove inflow (cross-connection) sources identified through the smoke testing program. This combination of inflow removal via disconnecting downspouts and catch basins and complete system rehabilitation projects is expected to produce peak sewer flow rate reductions matching or exceeding the target rate of 65% less peak sewer flow.

Another flow monitoring outcome, that was discernable, is that the program must include repair work that is continuous from the mainline to the building. Flow monitoring results, to date, support a wholistic approach. The I&I program can only expect meaningful results if the City rehabilitates the sewer system from the mainline to the building.

Project Delivery

Two construction projects have been delivered, to date, as part of the I&I Program:

- Linn Basin Sanitary Sewer I&I Rehabilitation Project 1
- 2024 Manhole Rehabilitation Project

Bids for the Molalla Avenue Sewer I & I Rehabilitation Construction project were received on July 2, 2024, and were submitted for City Commission approval on July 17th. Construction is expected to be completed this FY.

Two projects are scheduled for bidding and construction this year:

- Sanitary Sewer I/I Rehabilitation - Rivercrest Basin Project: Phase 4
- Manhole Rehabilitation Project (Phase 2)

In addition, two projects are expected to advertise for bids at the end of the 2024-2025 fiscal year, with construction beginning after June 30, 2025:

- Linn Basin Sanitary Sewer I&I Rehabilitation Project 2
- McLoughlin Basin Sanitary Sewer I&I Rehabilitation Project 1

OPTIONS:

1. Listen and provide feedback on Inflow & Infiltration Program - Fiscal Year 2023-2024 Annual Report Presentation (CI 21-015).

BUDGET IMPACT:

Amount \$0

Fiscal Year(s): 2023-2024

Funding Source(s): Sewer Fund



INFLOW & INFILTRATION PROGRAM MANAGEMENT

ANNUAL REPORT FY 2023-2024

June 2024 | WE #OC23-II



Acknowledgements

The FY 23-24 Annual Report is the product of collaboration of numerous people across several disciplines, as summarized on the Organizational Chart. But there are many others outside of the I&I Reduction Program that support this Program that we would like to acknowledge here. Without their support, the I&I Reduction Program would not have been able to be as successful as it has been.

A sincere thank you to:

Mayor Denyse McGriff

The Oregon City Commissioners

Oregon City Public Works Department

Clackamas Water Environmental Services

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Appendix G	Flow Monitoring Report FY 22-23 (Leeway Engineering)
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Appendix I	5-Year Look Ahead Plan

EXECUTIVE SUMMARY

In its second full year, the Oregon City I&I Rehabilitation Program collaboration between Wallis Engineering and Oregon City Public Works Department is continuing its program to investigate, design, and construct projects that will reduce Inflow and Infiltration (I & I) into the Oregon City sewer system and into the Water Environmental Services (WES) Tri-City Wastewater Treatment Plant. This program focuses on six sewer basins determined to have the most I&I issues.

The engineering design for several basin rehabilitation projects are nearing completion. Construction is completed on one basin package and the manhole sealing program. Two more basin rehabilitation packages will start construction after July 1, 2024. At the end of the 2024 calendar year, 4.7 miles of sewer mainline and 4.4 miles of private laterals will be rehabilitated.

I&I Rehabilitation Program effectiveness is measured by flow monitoring the amount of water in the sewer system. A low I&I system should have the roughly the same amount of water flowing in the mainline pipes regardless of rainfall amounts in the area. A yearly flow monitoring and analysis in the target basins will determine program effectiveness. This year's monitoring showed reductions in flow with only partial basin rehabilitation and manhole sealing completed.

The program's ability to advance to the construction phase is due to work of four engineering firms, 12 specialty consulting firms, and the cooperation of different departments within Public Works. The FY 23-24 budget of \$2.9 MM will be slightly under budget for program tasks of project administration, program management, flow monitoring, and basin package design for construction.

Looking ahead to FY 24-25, the design of three new area packages and the construction of four packages are planned.

This report contains the following information:

Section 1 summarizes the purpose and background of the I&I Rehabilitation Program.

Section 2 describes the Wallis Engineering efforts for the administration and management work for Fiscal Year 2023-2024 (FY 23-24).

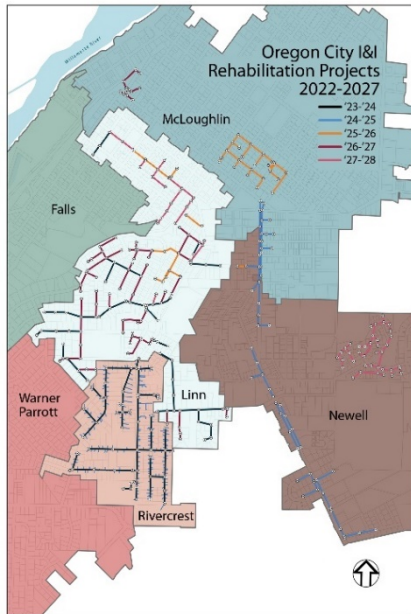
Section 3 provides an overview of the Program Management tasks for the I&I Reduction Program.

Section 4 describes the I&I Reduction Program's flow monitoring efforts and the results.

Section 5 summarizes the financial and budgeting aspects of the I&I Reduction Program for FY 23-24.

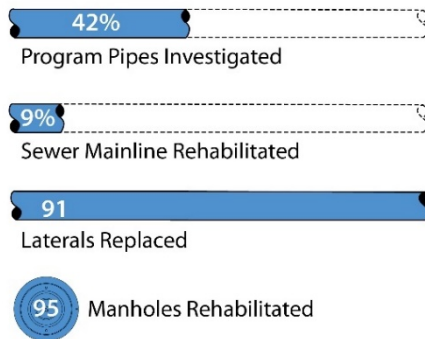
Section 6 looks ahead to Fiscal Year 2024-2025 and the Five Year Plan developed for the I&I Reduction Program.

I&I Rehabilitation Program Status



Sewer Basins in I&I Program

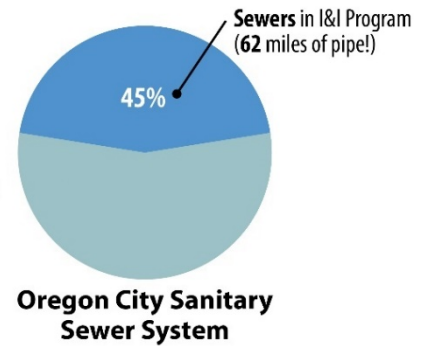
Rehabilitation Highlights (through June 2024)



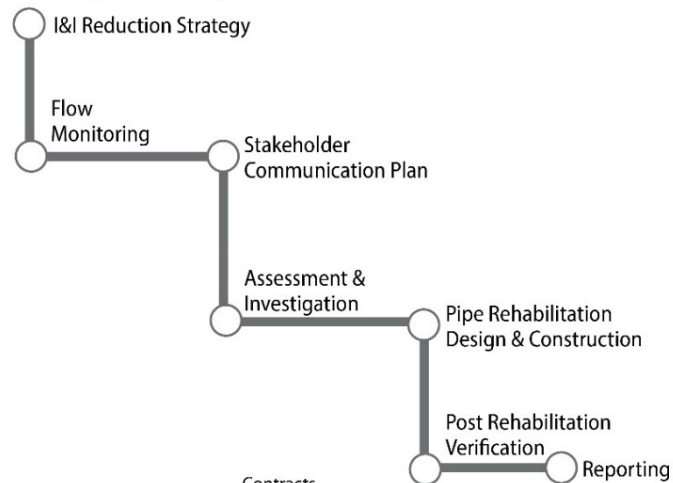
Types of Pipe Rehabilitation Used

- Open Trench Construction
- Pipe Bursting
- CIPP (Cured-in-Place-Pipe Lining)
- HDD (Horizontal Directional Drilling)

Second year of a 5-year program to reduce inflow and infiltration into Oregon City's sanitary sewer system, and the portion owned and operated by WES (Clackamas Water Environmental Services).



I&I Program Steps



Public Outreach

- 5 City Commission Meetings
- 14 website updates
- 865 Right-of-Entry Forms Approved
- 590 hits—project landing page
- 434 hits—lateral program page

SECTION 1: INTRODUCTION

Purpose and Background

The City of Oregon City provides sewer collection service to more than 37,000 people over an area that covers almost 9.3 square miles. Some city sewer collection areas, called basins, experience high infiltration and inflow (I&I). Infiltration means groundwater enters the sewer system through cracks and joints; inflow means water from stormwater and private drainage systems enter the sewer system through a direct connection. This I&I adds extra water to the sanitary sewer system, ultimately increasing the overall cost of providing sewer service to customers.

A 2014 Oregon City Wastewater Master Plan (WWMP) recommended the City initiate an I&I reduction plan to lengthen the life of its sewer system. In 2019, the Clackamas County Water Environmental Services (WES) Sanitary Sewer Master Plan (SSMP) recommended a 65% reduction in rainfall-derived inflow and infiltration (RDII) from its member cities' sewer basins by 2040. This would be the most cost-effective way to avoid potentially expensive capacity increases to WES sewer infrastructure, such as the Tri-City Wastewater Treatment Plant. The WES SSMP analysis validated that four Oregon City basins had significant I&I and included these basins in their 65% I&I reduction target calculation.

The Oregon City's I&I Reduction Program was created with a goal to reduce infiltration and inflow into the City's sanitary sewer system and meet the 65% WES I&I reduction target. To aid the reduction efforts, WES is contributing to the I&I Reduction Program funding by reimbursing 33% of the costs. This program will help reduce future Oregon City sewer costs. The work of the I&I Reduction Program includes system investigation and evaluation, design of improvements, and construction of projects that will reduce infiltration and inflow.

The I&I Reduction Program started with investigations of the city's sewer basins, finding six basins with high I&I. Private lateral and sewer mainline rehabilitation packages were developed for areas in these basins.

FY 2023-2024 represents the second full year of the City's Public Works Department and Wallis Engineering's collaboration. The investigation work continues. There are several project packages in the engineering design phase. By the end of this fiscal year, construction will be complete in one package in the Linn Basin and the manhole project and two packages will be out to bid for construction

Roles and Responsibilities

This I&I Reduction Program includes the effort of multiple organizations and individuals, as well as the Wallis Engineering consulting team. This organization chart summarizes the roles and responsibilities for those involved with the I&I Reduction Program in FY 23-24. *Table 1: Roles and Responsibilities* on page 9 summarizes the current I&I Reduction Program team members, their tasks, and program wide responsibilities. A contact list for the key personnel is included in *Appendix A*.

ORGANIZATION CHART

FY 23-24

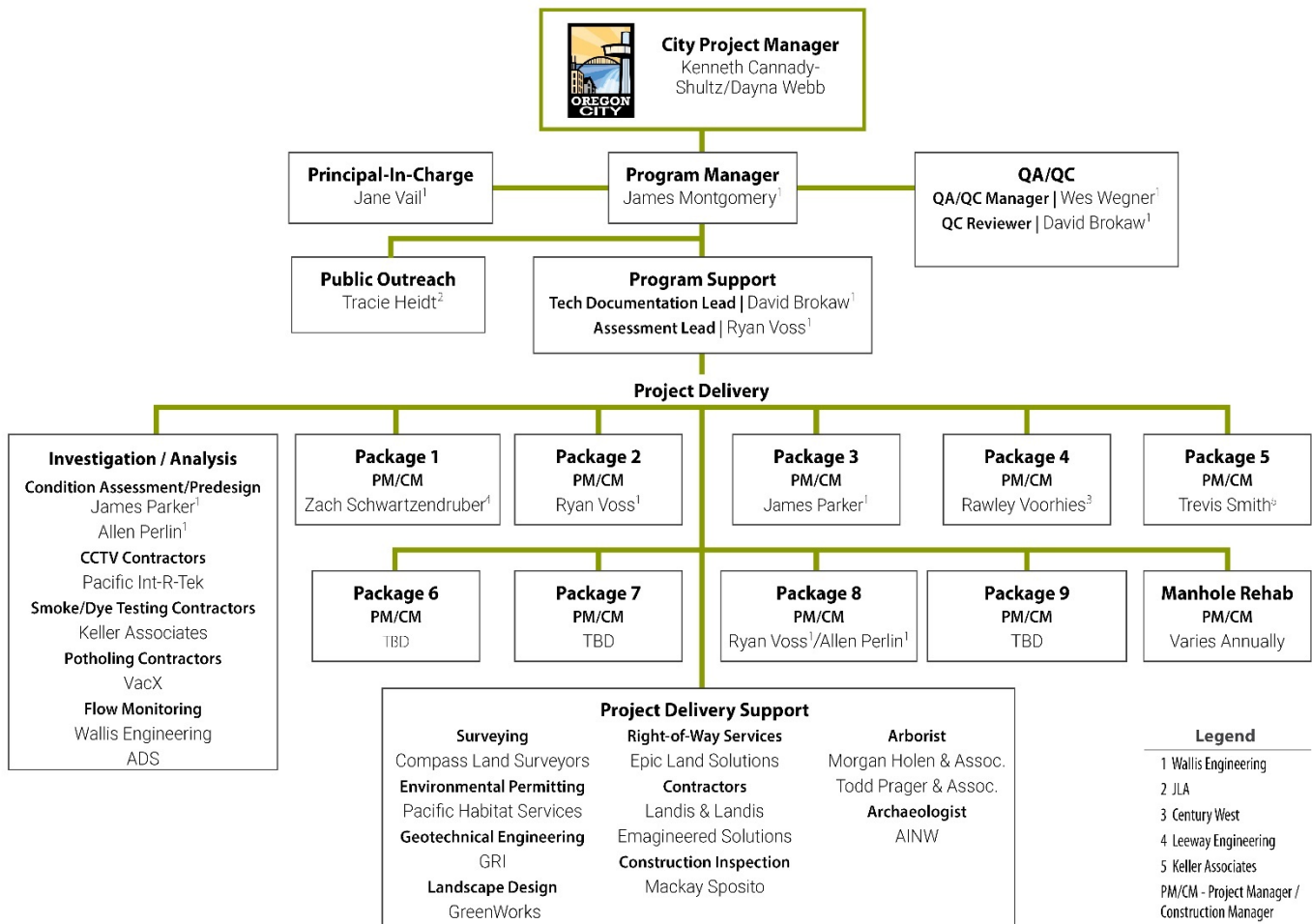


Figure 1.1: Organization Chart

Table 1: Roles and Responsibilities

Firm	Task	I&I Reduction Program Effort
Wallis Engineering, PLLC	Program Management Package Design Construction Management	Program wide Linn Basin 2, Molalla, Manhole Rehabilitation
Leeway Engineering Solutions	Package Design Construction Management Flow Monitoring	Linn Basin 1 Flow Monitoring McLoughlin 1
Keller Associates	Package Design Smoke Testing	Newell Basin 1 Smoke Testing
Century West	Package Design	Rivercrest 4
Mackay Sposito	Inspection	Program wide
Compass	Surveying, monumentation	Program wide
GRI	Geotechnical engineering	Program wide
Morgen Holen & Assoc	Arborist	Program wide
Todd Prager & Assoc	Arborist	Program wide
VacX	Potholing	Program wide
Pacific In Tek	CCTV	Program wide
Pacific Habitat Services	Environmental Permitting	Program wide
Greenworks	Landscape Restoration	Program wide
EPIC Land Solutions	Right of Way	Program wide
ADS	Flow Monitoring	Flow Monitoring and Modeling
AINW	Archaeological Services	Program wide
Landis & Landis	Contractor	Linn Basin 1
Emagineered Solutions	Contractor	Manhole Rehabilitation

List of Commonly Used Terms

The Annual Report will use many of the following terms defined here.

Basin: a collection of homes, laterals, and mainlines into a sewer system whose sewage all flows into a single location.

Burst: a mechanical repair method of inserting new plastic pipeline within an older pipeline that requires repair. The old pipeline is broken as the new pipeline is fed through on a line. Requires more groundwork than CIPP, but less than full trenching pipeline repairs.

CCTV: A type of camera system that travels through a pipeline filming the pipe conditions.

CIPP: Cured In Place Pipe lining. A flexible liner that can be inserted into pipelines and cured with various forms of heat including UV lights to repair a leaking pipe. The ability to utilize manhole or cleanout access limits ground work to areas where a cleanout needs to be installed..

Cleanout: a cap and pipe that allows access to the lateral or mainline sewer.

Dry Weather Flow (DWF): a measurement of sewer flows in pipes during dry weather. There are two types of DWF, wet season DWF captures the non-storm ground water infiltration and base flow. The other is dry season DWF which captures base flow only that establishes a baseline flow without any groundwater infiltration.

Dye Testing: a method where UV or colored dye is added to a water source to trace flows through pipelines.

FY: fiscal year; in Oregon City the fiscal year is from July 1 through June 30.

HDD: Horizontal Directional Drilling. This method allows for the installation of pipe underground without disturbing the surface ground at sending and receiving pits.

I&I: abbreviation for Inflow and Infiltration, which are two ways that water other than wastewater enters sewer pipelines. Inflow is water from non-sewage sources such as stormwater that enters the sewer system through roof drains or storm basin cross connections. Infiltration is groundwater that enters pipelines through cracks, breaks, or disconnected pipelines. Pipes, pumps, and the wastewater treatment plant for the sewer are sized based on predicted sewer flows, not for this extra water entering the pipes.

LF: abbreviation for linear feet, used to quantify investigation and rehabilitation quantities when talking about sewer pipelines.

Lateral: the connecting pipeline or pipelines from a building or residence that flows to the mainline sewer. A group of pipelines are referred to as a Private Sewer System. These are generally on private property.

Main: or mainline; the publicly owned sewer line that collects flow from private laterals and drains into the Tri-City Wastewater Treatment Plant.

NROD: Natural Resource Overlay District. An Oregon City designated area that protects environmental assets within the City. This designation impacts design and construction in the overlay.

Package: an area to be assessed and evaluated as a probable priority contributor to inflow and infiltration in Oregon City. After assessment and evaluation, package refers to that area where construction will take place to rehabilitate/reconstruct laterals and/or sewer mains.

RDII: Rain Derived Inflow and Infiltration. This is the extra flow added from an increase in ground water that causes an immediate inflow peak and short term infiltration increase to a sewer system during a rain event.

Right of Entry: a document that gives the City, engineers, and contractors the permission to investigate and potentially repair infrastructure on private property.

Right of Way: In this document, Right of Way refers to two different areas: 1) the area of the street managed by the municipality, and 2) the land that has been subject to an easement agreement that allows for passage of people, utilities, or infrastructure from one property to another.

Smoke Testing: a method of locating openings in the sewer system that allow inflow. Air combined with non-toxic smoke is forced into the sewer lines, causing smoke to come out of the gutters or catch basins where there are cross connections or where there are defects in the lines.

SSMP (Sanitary System Master Plan): a document that provides an evaluation of the City's existing sewer collection system and recommends improvements. It measures conditions of area pipes' capacity, modeling of DWF and WWF for the area, pipe conditions, and suggests best growth practices.

Task: another way of identifying an I&I design area in Wallis budgets.

WES: Water Environmental Services is the Clackamas County group that operates the Tri-City Wastewater Treatment Plant and some trunk lines in Oregon City.

Wet Weather Flow (WWF): a measurement of sewer flows in pipes during rainy periods that determines peak flows in the pipes.

SECTION 2: I&I REDUCTION PROGRAM

ADMINISTRATION AND MANAGEMENT – FY 23-24

Program Administration

Wallis Engineering continues to manage the Oregon City I&I Reduction Program. During Fiscal Year 2023-2024 (FY23-24), the I&I Reduction Program continued investigation work, design, and construction of project packages. Administration work focused on budget management, I&I Reduction Program standards, organization operations, and contract administration.

Specifically:

- Forecasting, tracking, and invoicing the financial aspects of the I&I Reduction Program to deliver on I&I Reduction Program commitments as efficiently as possible
- Managing organizational operations, which included maintaining records, holding update meetings with the City public works staff, construction meetings, and attending public meetings
- Applying I&I Reduction Program standards to right of entry documentation, construction bid and payment request documents, organizational systems, and package plan sets
- Providing contracting support in coordination with budgeting in order to facilitate timely scoped work needs
- Reporting and communicating I&I Reduction Program progress, including preparation of annual reports summarizing the annual accounting and progress of the I&I Reduction Program and presentation of updates to city officials

The growth in the overall I&I Reduction Program scope from investigation to design and construction increased administrative efforts.

This work is expected to continue at a similar level of effort in FY 24-25.

Program Management

The Program Manager provided comprehensive administration of the I&I Reduction Program, managing the work teams formed for each I&I Reduction Program task. As the City's liaison, the Program Manager assisted communication between work teams and City leadership. I&I Reduction Program management work in FY 23-24 included:

- Public outreach – participated in community outreach and supporting the implementation of private and commercial I&I reduction projects
- CCTV program management – critical for investigating, documenting and assessing the condition of 43,000 LF of CCTV mainline in the Falls, McLoughlin, and Linn sewer basins

- Condition assessment of 18,000 LF of pipe within the Falls, McLoughlin, and Linn sewer basins. This helps prioritize pipe segments for rehabilitation
- Catch Basin Disconnect program – this helps identify potential cross-contamination sources
- Smoke Testing program – this helps identify priority projects to address inflow from cross connections
- Manhole Sealing program – creation of a project for design and construction
- Development of project design criteria – critical component of prioritized design and construction packages

Wallis Engineering continued efforts developed as part of the FY 22-23 I&I Reduction Program management plan. This resulted in the first lateral construction project, Linn Basin San Sewer I&I Rehab Project 1 (Linn 1), which started construction in December 2023 and finished in June 2024. The construction of Linn 1 provided a chance to refine the I&I Reduction Program specifications and communication protocols. The Program Manager worked with the City, the Contractor, and public works staff to find solutions to issues noted during bidding and construction in a Lessons Learned meeting. As a result, the Oregon City boilerplate specifications and guidelines were updated. Lessons Learned sessions will be utilized after each package construction to optimize program results.

The Program Manager is responsible for ensuring the success of the I&I Reduction Program. Though the primary objective is to reduce infiltration and inflow, it is also critical that the program is supported by the community that it serves. It is the opinion of this report that the two objectives – I&I reduction and community support – have been achieved for FY 23-24. The reduction of I&I is measured by pre- and post-construction flow monitoring. Results are described in the Flow Monitoring section of this report, beginning on page 30. Public support of this project has been measurable in the form of support and interest in the Private Lateral Policy, program website traffic, and relatively few complaints during construction of the I&I Reduction Program’s packages.



Right of Entry Form

2.1.1 Public Outreach and Right of Entry

The I&I Reduction Program includes a robust public outreach element. JLA facilitated the community communication that supports City and Wallis Engineering efforts. Now in their second year, there is a plan for public communication used to direct and support public outreach efforts. There is also a plan for public notifications associated with I&I Reduction Program efforts including CCTV inspection, smoke testing, dye testing, and construction of project packages. Flow charts illustrating public communication plan and outreach efforts are included in **Appendix B**.

Improving private side sewer laterals is critical to effective I&I reductions. As such, the I&I Reduction Program includes a strong effort to obtain Rights of Entry (ROEs) from private property owners to facilitate the investigation, design, and construction of private side lateral improvements. Because ROEs are necessary for any property whose lateral might need repair, obtaining positive ROE responses are crucial to maximizing the number of residents who will allow work on their property for lateral replacement. The coordination efforts for this are summarized in a flow chart included in **Appendix B**.

Future public outreach efforts will evolve based on the results of these initial efforts. For example, the 80% positive ROE responses allowing investigation and construction work for the Linn 1 packages was raised to 95% by later work by the Contractor during construction. As a result of this response improvement, the I&I Reduction Program's boilerplate specifications now include contractor ROE program outreach as part of the construction package.

The results of project package-specific ROE results are included in the package summaries in Section 3.

2.1.2 Condition Assessment and Design Criteria

The pipe and manhole conditions are a critical factor in determining which areas of the sewer system to prioritize for maximizing I&I reduction. Areas with apparent pipe defects or faulty connections are generally prioritized highest. Condition assessment for the City's I&I Reduction Program starts with CCTV pipeline inspection, supplemented by smoke testing and/or dye testing of questionable connections.

CCTV plays a significant role in identifying areas of concern. The age of Oregon City's pipelines spans over a century of service. FY 23-24 condition assessments were focused on targeted areas that support package design efforts. There were two packages of CCTV that totaled 100,000 feet of mainline sewer. The CCTV footage is reviewed by engineers to assess pipe conditions. To date, Wallis Engineering has reviewed almost 18,000 feet of mainline sewer within the City. Future pipe condition assessment, in the areas captured in the 2023 CCTV program, will continue to represent an important component of project scoping and design. This assessment will be leveraged into a forward-thinking, project-focused approach, described in the five-year plan in Section 6 and included in **Appendix I**.

The map in *Figure 2.1: CCTV Winter 2023* illustrates the pipes where CCTV has been completed, the pipes that were assessed by engineers for package design, and pipes that will be the focus of upcoming CCTV work.



Tree root intrusion in pipe

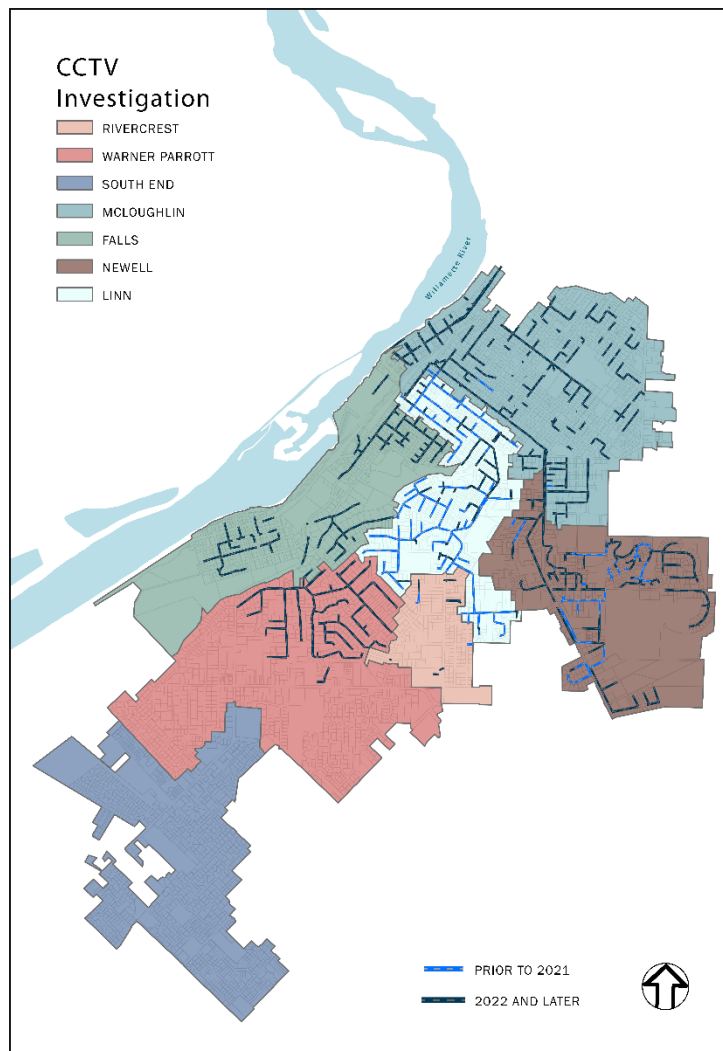
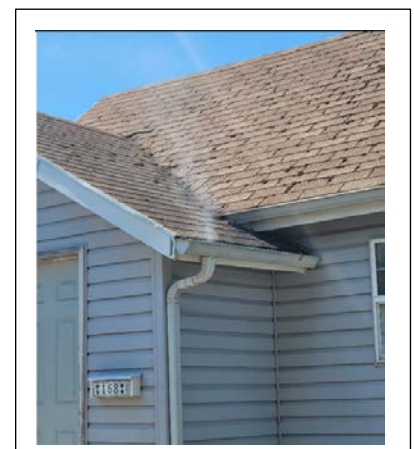


Figure 2.1: CCTV Winter 2023

Sometimes, smoke testing and dye testing are used to inform package design. Either test can help find sources of inflow into the sewer system from stormwater and private drainage systems. Oregon City transitioned from a combined storm and sewer system to separate systems beginning in the 1970s but some connections still exist between the sources of stormwater and the sewer system. One City lateral rehabilitation program goal is to remove private downspout connections to the sewer system.

Smoke testing can help identify difficult to locate connections between storm and sewer systems that CCTV or visual inspection can't find.

In the summer of 2023, smoke testing of 135,000 LF of mainlines with 206 manholes in the Newell, McLoughlin, Warner Parrot, Falls, Linn and Rivercrest sewer basins was completed. A majority of the issues were found in the McLoughlin Basin.



Smoke testing visible from drainpipe

Smoke testing found 159 potential sources of I&I:

- 27 Cleanouts
- 26 Ground Leaks
- 24 Storm Catch Basins
- 44 Illicit Connections
- 5 Stand pipes
- 33 Miscellaneous defects

Figure 2.2 below illustrates 2023 smoke testing “hits” of areas with cross connections found during smoke testing.

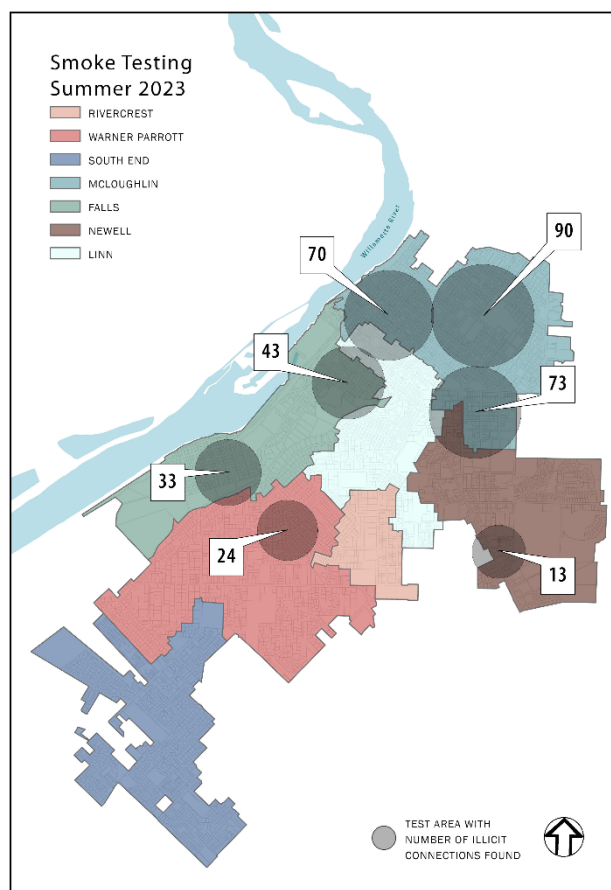


Figure 2.2: Smoke Testing Summer 2023

Smoke testing can also provide insight into the condition of laterals. Issues like structural deficiencies may cause smoke to migrate through soils or surrounding utility structures.

The I&I Reduction Program is intended to use the assessment information to form holistic packages; priority areas would be completely rehabilitated prior to moving to the next design area. The Rivercrest package is an example of this. This basin will be completely rehabilitated after the 2024 summer lateral rehabilitation construction. But, there is also a need to coordinate

closely with other City programs such as PMUF and WIFIA to avoid unnecessary rework. The Molalla package, in construction during the summer of 2024, is an example of construction coordination. And, there are small area packages that focus on addressing specific community problem areas that are included in an upcoming package because the issues need to be addressed prior to their area’s rehabilitation package. A flowchart describing the process by which condition assessment and investigation efforts result in a project package is included in **Appendix C**.

2.1.3 Project Package Delivery

After an area of priority pipes and manholes are identified, I&I Reduction Program efforts focus on designing the project package. This starts with identifying what efforts will be needed to design and construct improvements. Oregon City is a geologically interesting and historically important area. This adds complexity to project delivery, with additional efforts necessary such as geohazard planning, cultural resources investigation, construction monitoring, and easement/ROW procurement.

Projects within mapped geologic hazards overlay zone require extensive background research, and generally require a Type II planning permit to proceed. Several packages in design and others planned for design in FY 24-25 and beyond will require a Type II permit. A flowchart describing this process is included in **Appendix D**.

Oregon City was founded in 1829, making it one of Oregon’s oldest cities. With many historic buildings and properties, cultural resources investigation and construction monitoring are elements of the City’s I&I Reduction Program. For example, the Rose Farm property received new laterals in the Linn 1 Basin package, requiring an archaeologist to be monitor construction work. Other properties will require historic reviews. Package design and timelines will include the necessary steps to ensure this heritage is preserved.



Parcels with cross easement

Another implication of historic areas is that the underground infrastructure does not always keep pace with the buildings and streets above it. Multiple areas of the City have issues with cross easements – sewer laterals located in multiple private properties which lack an easement allowing them to be located in that property. In the case of cross easements, the I&I Reduction Program can either realign each property’s sewer lateral so it lies fully within the property, or facilitate easement negotiations between property owners.

In some cases, the City must add infrastructure within private property. In this case, Right of Way (ROW) needs to be secured through the purchase and registration of an easement. This process can be complicated and must be factored into timelines. One package has completed such a purchase (Linn Basin 2), and others may be identified in future packages. A flow chart describing the process of obtaining easements and ROW is included in **Appendix E**.

Once the project package is scoped, the project can be designed and constructed. The process of project delivery is summarized in a flow chart included in **Appendix F**.

2.1.4 Lateral Policy and Boilerplate Specifications

I&I Reduction Program management efforts this year included revisions to the Private Lateral Policy, and boilerplate specifications that guide the design and construction of the project packages. These documents reflect the lessons learned from the Rivercrest projects and Linn 1 package construction this year. It is expected that each package construction will provide an opportunity to upgrade both documents, allowing for better results on future project packages.

2.1.5 Cross-Connection Identification

The intent of the I&I Reduction Program is to reduce the inflow of stormwater into the sewer system. One way this is accomplished is by eliminating cross connections between stormwater and sewer systems, as identified through smoke testing (discussed on page 12). Cross connection fixes are incorporated into package designs, and corrected during construction. The I&I Reduction program will continue to identify cross connections and design improvements that address them.

2.1.6 Additional Work

I&I Reduction Program management also included additional work not scoped with other tasks. Public works standards and private building code requirements are both necessary for this I&I Reduction Program and can be a source of disagreement. Project construction in FY 23-24 highlighted the need for coordination between public works and the building division on lateral rehabilitation and replacement on private property. A coordination workshop was held to ensure understanding between building department requirements and rehabilitation standards. The team incorporated the workshop consensus into the I&I Reduction Program’s boilerplate specifications, which will be incorporated into future packages.

The Linn 2 package, not constructed in this fiscal year, found several challenges during the design phase that necessitated additional I&I Reduction Program management efforts. These challenges are highlighted in the each of the package narratives included in Section 3. One example, the addition of a sewer line and manhole on private property between Terrace Avenue and East Street required acquiring an easement with EPIC Land Services. There were challenges in timing, compensation, and recording this easement acquisition.

SECTION 3: PACKAGE INFORMATION

Several project packages have been part of the I&I Reduction Program this fiscal year. The following pages describe the FY 23-24 package in design and construction. There are 10 packages in progress, including:

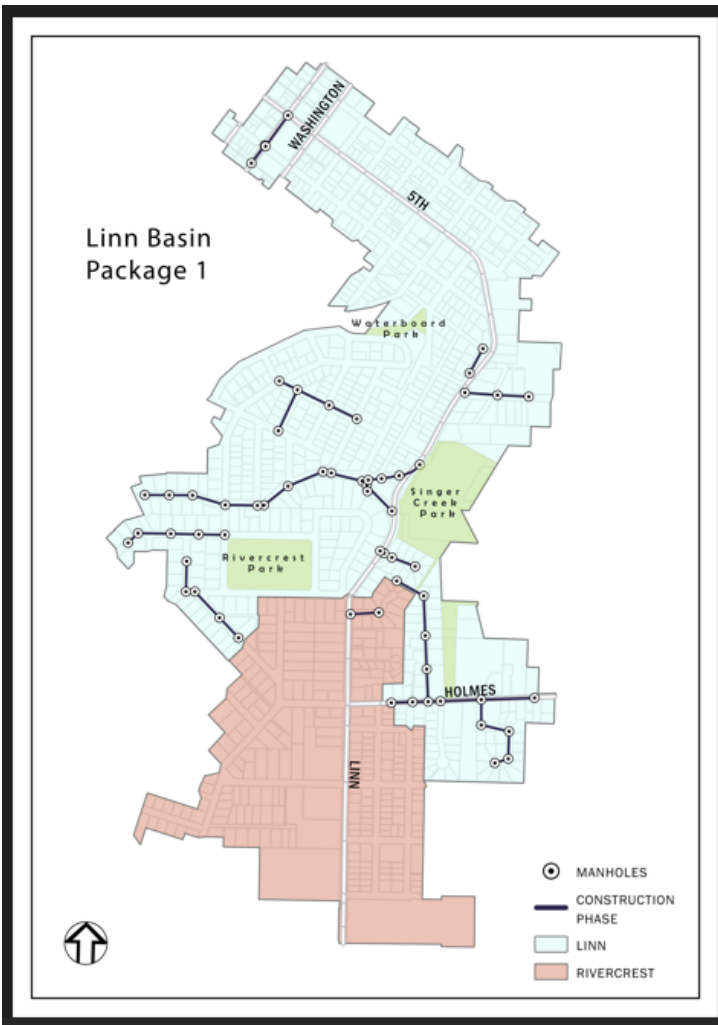
- | | |
|---|-----------------------------------|
| 1. Linn Basin SS I&I Rehabilitation 1 | CI 23-001 –Construction complete |
| 2. Linn Basin SS I&I Rehabilitation 2 | CI 23-002 – At 90% Design |
| 3. Molalla Ave. SS I&I Rehabilitation | CI 23-013 - Bidding |
| 4. Rivercrest SS I&I Rehabilitation 4 | CI 23-009 – Final Review |
| 5. Newell Basin SS I&I Rehabilitation 1 | CI 23-012 – In Scoping |
| 6. Linn Basin SS I&I Rehabilitation 3 | CI 23-003 – In Scoping |
| 7. McLoughlin SS I&I Rehabilitation 2 | No CI Number - Investigation |
| 8. Center St/Catch Basin Disconnect | CI 23-005 – At 30% Design |
| 9. McLoughlin SS I&I Rehabilitation 1 | CI 24-005 - Investigation |
| 10. Manhole Rehabilitation | CI 23-011 – Construction complete |

Linn Basin 1 – CI 23-001

Design and Construction Management: Leeway Engineering Solutions

This area is located in the City’s north central section. The sewer system is 30 to 120 years old.

Package Details			
Construction Dates	February – May 2024	Status	Construction complete
Number of Laterals	172	Feet of Laterals	8,500
Feet of Sewer Main	9,700	Number of Manholes	2
Right of Entry Returned (%)	207 of 217 = 95%		



This package is in an area of high I&I. It is a residential area that also contains apartment complexes and business plazas.

Homes: 170

Apartment Complexes: 3

Business Plazas: 3

The challenges to this package design are geologic hazard areas, historic properties, NROD, large trees, traffic patterns, and City infrastructure construction. These challenges necessitate the use of CIPP pipe rehabilitation in specific areas.

Contractors and Subcontractors

Landis & Landis – Contractor

Mackay Sposito – Inspection

Subcontractors: Oxbow Construction, Linescape, Local Plumbing, Bulls Eye Boring, River City Environmental, ATS Electrical, McCoy Electrical, S2 Contractor, RLC Contractor

Project status: Complete by June 30, 2024. Repair of 9,700 ft of mainline sewer using open cut, CIPP lining, and pipe bursting. Lateral repair of 8,500 feet using 1,250 lf of CIPP, 7,200 lf of burst or open cut, and one lateral using HDD. Ten laterals were found to be in good condition but cleanout or cap was installed.

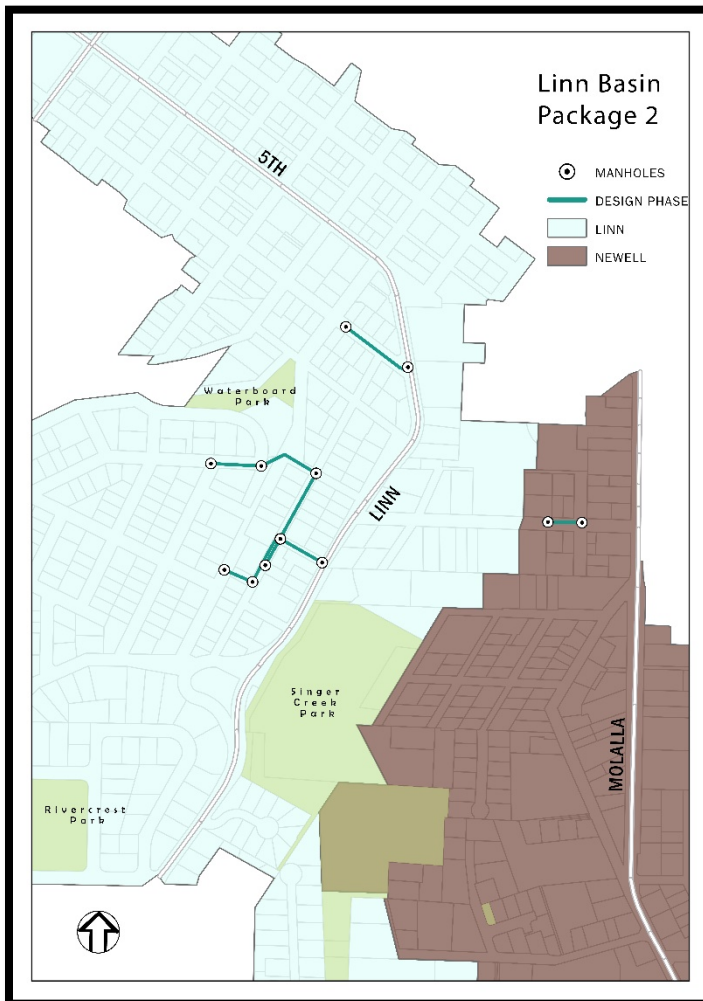
Change orders: utility relocations, emergency pipe repair, private pump station pumping, lifting of manhole

Linn Basin 2 – CI 23-002

Design and Construction Management: Wallis Engineering

There are six areas in the Singer Creek neighborhood. The sewer system is 30 to 120 years old.

Package Details			
Construction Dates	Summer 2025	Status	90% Design Phase
Number of Laterals	46	Feet of Laterals	1,923
Feet of Sewer Main	2,397	Number of Manholes	15 new, 5 rehabilitated
Right of Entry Returned (%)	36 of 52 = 69% (Note: 12 addresses are recent additions to ROE count)		



Basin Flows indicate high stormwater infiltration in this area. Major structural issues, pipe separation, and collapsed sewer mains were identified within this package.

Homes: 40

Apartment Complexes: 6

Business Plazas: 0

Challenges to this area are: Geologic hazards on most of the project area, historic properties, and NROD impacts. In addition, the area is heavily forested and includes a high-density tree canopy. There are sewer main alignments without easements on private property and City property.

Landslide prone areas will require HDD.

Package construction will require Type II planning to proceed.

Contractors and Subcontractors

To Be Determined – bidding likely in February 2025.

Project status: At 90% Design. Recent addition of Pearl and Myrtle Streets to project. There will be five types of repairs utilized: a) burst – 830 LF of mainline sewer, b) open trench – 1150 LF of mainline sewer, c) HDD – two runs, d) CIPP, and e) no repair if lateral is in good shape.

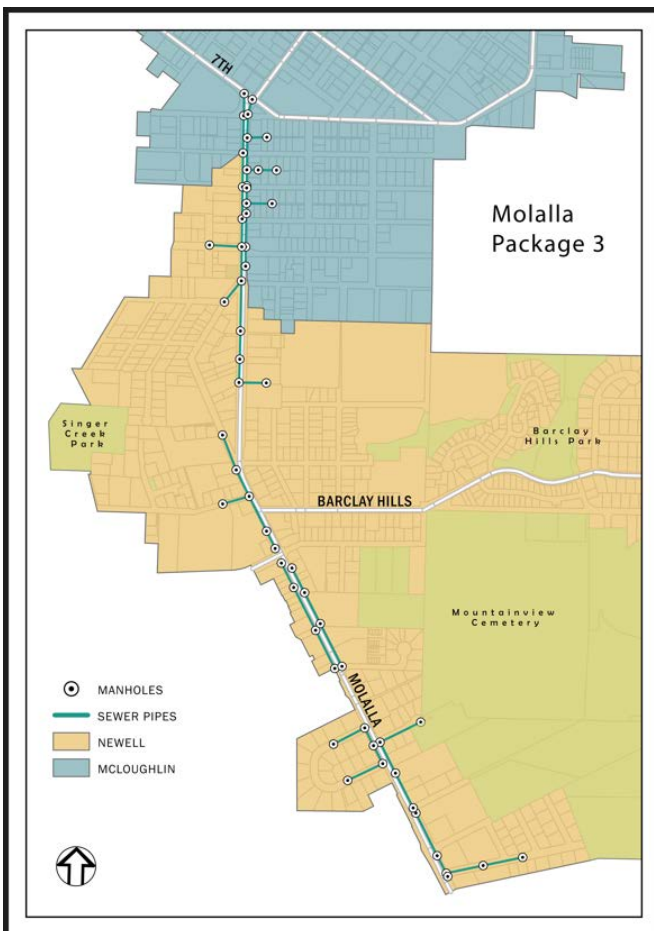
Project will need to install laterals in new alignments in multiple cases. Tree impacts, geological impacts, and historic designations are challenges to the design, permitting, and construction.

Molalla – CI 23-013

Design and Construction Management: Wallis Engineering

Located on the east central side of Oregon City. Most work is within 500 feet of Molalla Avenue. The sewer system is 60 to 120 years old.

Package Details			
Construction Dates	Summer 2024	Status	Bidding
Number of Laterals	83	Feet of Laterals	3,580
Feet of Sewer Main	9,880	Number of Manholes	7 new, 56 rehabilitated
Right of Entry Returned (%)	Business/apartments: mailed 9 of 52 = 17% Homes/vacant lots: 33 of 63 = 52%		



Basin Flows indicate high stormwater infiltration in this area. Major waterline repair scheduled summer of 2024 is being coordinated with construction activities. Night work could take place due to daytime traffic volumes. Numerous redundant or inactive laterals could be contributing to infiltration flows as they age.

Homes: 36

Apartment Complexes: 11

Business/Business Plazas: 43

Mixed Use: 2

Challenges to this area are: The primary challenge of the Molalla Ave package is managing the flow of traffic, as much of the construction work takes place within one of the City's busiest arterial roadways.

Project schedule was accelerated due to schedule of waterline repairs.

Contractors and Subcontractors

To Be Determined – bidding in June 2024

Project status: At Bidding. There will be four types of repairs utilized: a) burst, b) open trench, c) CIPP, and d) no repair if lateral is in good shape.

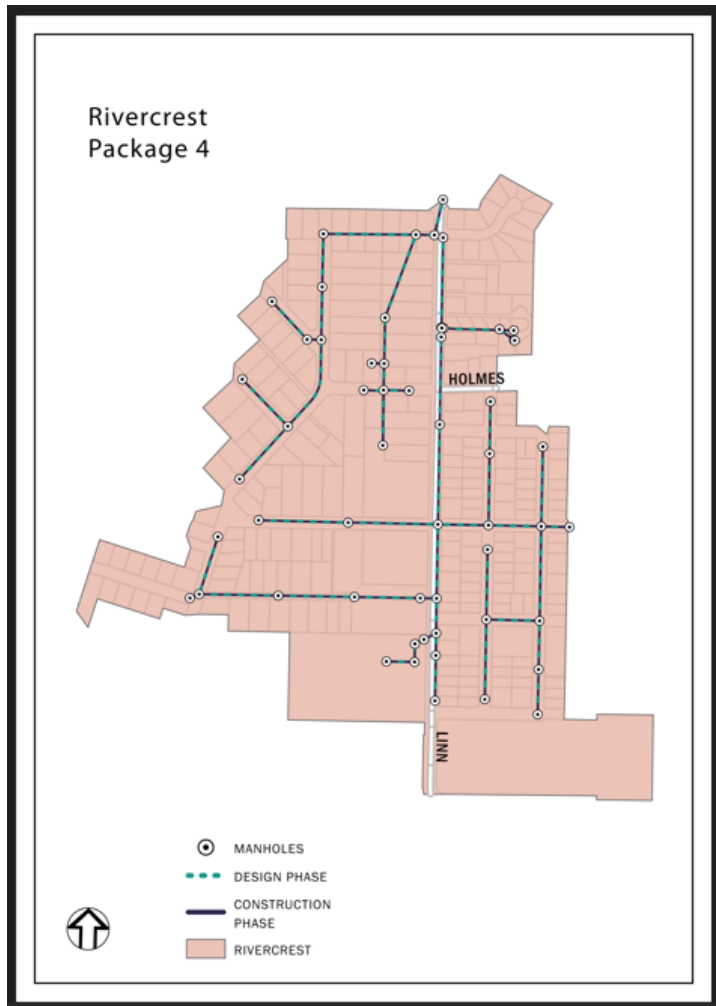
Project will need to install laterals in new alignments in multiple cases. Tree impacts and historic designations are challenges to the design, permitting, and construction.

Rivercrest 4 – CI 23-009

Design and Construction Management: Century West Engineering

Located in the south central portion of Oregon City. Most sewer mainline work completed previously in 2022-2023. The sewer system is 40 to 120 years old.

Package Details			
Construction Dates	Summer 2024	Status	Final Review
Number of Laterals	236	Feet of Laterals	10,900
Feet of Sewer Main	620	Number of Manholes	3 new
Right of Entry Returned (%) 155 of 220 = 70%			



Investigation found lateral defects such as breaks, cracks, fractures, root intrusion, pipe separation and water infiltration throughout the system. While the mainline system found to be free of stormwater cross connections, there is a high probability that numerous homes have roof drains that tie into sanitary laterals. This to be confirmed at construction.

Homes: 219

Apartment Complexes: 5

Business/Business Plazas: 3

Mixed Use: 2 churches, 1 school, 1 government building

Challenges to this area are: Geohazard, historic, NROD, Tree size, traffic flow, scheduling (City water or pavement plans)

Contractors and Subcontractors

To Be Determined – bidding in July 2024

Project status: At 100% Design. There will be four types of repairs utilized: a) burst, b) open trench, c) CIPP, and d) no repair if lateral is in good shape.

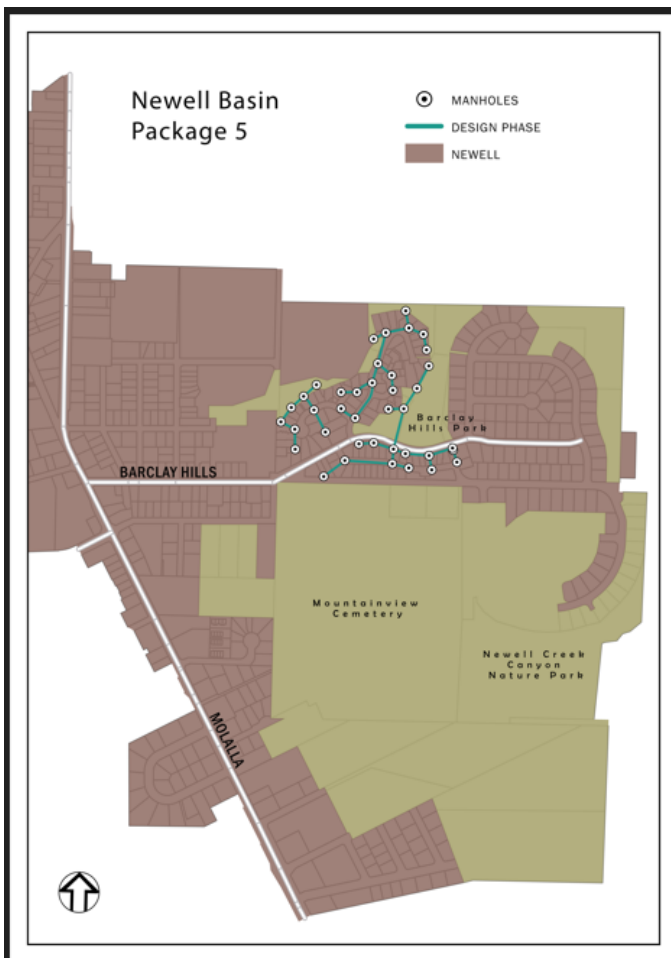
New lateral alignments will necessitate working around existing buildings, fences, walls, trees and other obstructions. Lateral connections to deep mainlines, and performing traffic control on Linn Ave and Holmes Ln will be complicated. Construction to coordinate with City paving project on Randall St.

Newell Basin 1 – CI 23-012

Design and Construction Management: Keller Associates

Located on the east side of Oregon City. Most sewer lines are from 1972 to 1980.

Package Details			
Construction Dates	Summer 2025	Status	Preliminary Design
Number of Laterals	86	Feet of Laterals	TBD
Feet of Sewer Main	4,784	Number of Manholes	42
Right of Entry Returned (%)		Not issued	



Area identified as a high contributor during the flow monitoring investigations by WES. A failed storm outfall has deeply incised a channel at its outfall location, compromising the integrity of the sewer system in this area. A high priority repair due to potential failure.

Homes: 86

Apartment Complexes: 0

Business/Business Plazas: 0

Mixed Use: 0

Challenges to this area are: significant challenges associated with geologic hazard and NROD impacts along Barclay Hills Park. The area is heavily forested and includes a high density tree canopy. Several sewer main alignments are located within easements on private property. Charter park limitations will impact repair methodologies.

Contractors and Subcontractors

To Be Determined – bidding likely in Spring 2026

Project status: Preliminary Design. There will be four types of repairs utilized: a) burst, b) open trench, c) CIPP, and d) no repair if lateral is in good shape.

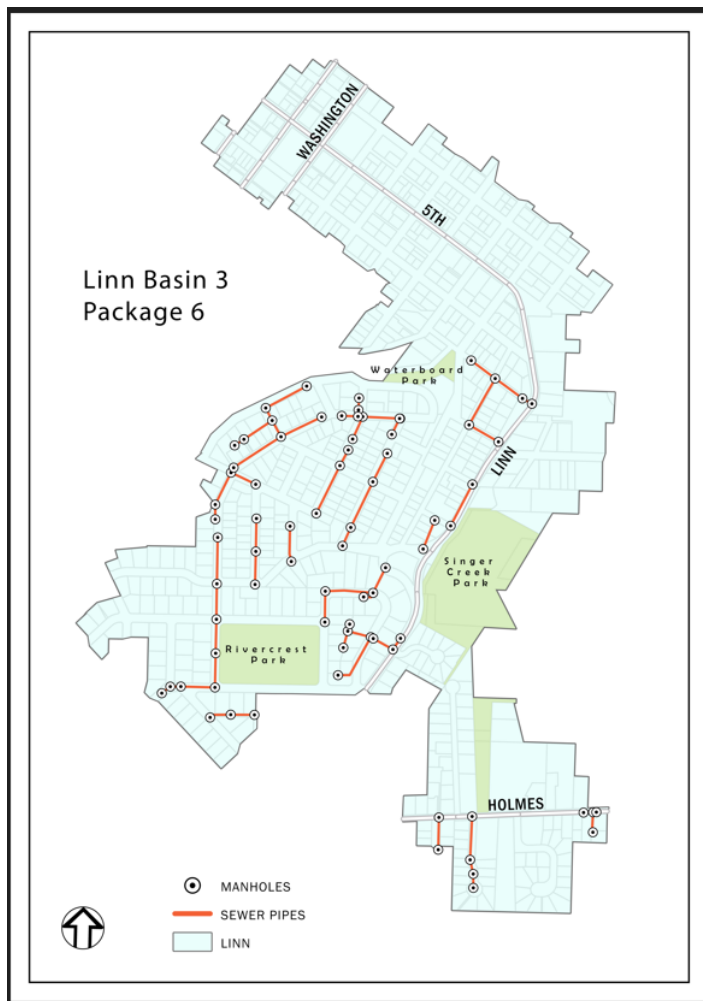
Large areas of work in geohazard and /or NROD will require Type II permits.

Linn Basin 3 – CI 23-003

Design and Construction Management: TBD

This area is located in the City’s north central section. The sewer system is 30 to 120 years old.

Package Details			
Construction Dates	TBD	Status	Scoping
Number of Laterals	TBD	Feet of Laterals	TBD
Feet of Sewer Main	TBD	Number of Manholes	TBD
Right of Entry Returned (%)	Not issued		



This package will potentially be part of the FY 24-25 construction and will help complete the upper portion of the Linn Basin. As with Linn 2, basin flows indicate high stormwater infiltration in this area. Major structural issues, pipe separation, and collapsed sewer mains are possible within this package.

Homes: TBD

Apartment Complexes: TBD

Business/Business Plazas: TBD

Mixed Use: TBD

Challenges to this area are: Geologic hazard, historic, NROD, Tree size, traffic flow, scheduling (City water or pavement plans)

Contractors and Subcontractors

To Be Determined – bidding likely in June 2025

Project status: In scoping. There could be five types of repairs utilized: a) burst, b) open trench, c) HDD, d) CIPP, and e) no repair if lateral is in good shape.

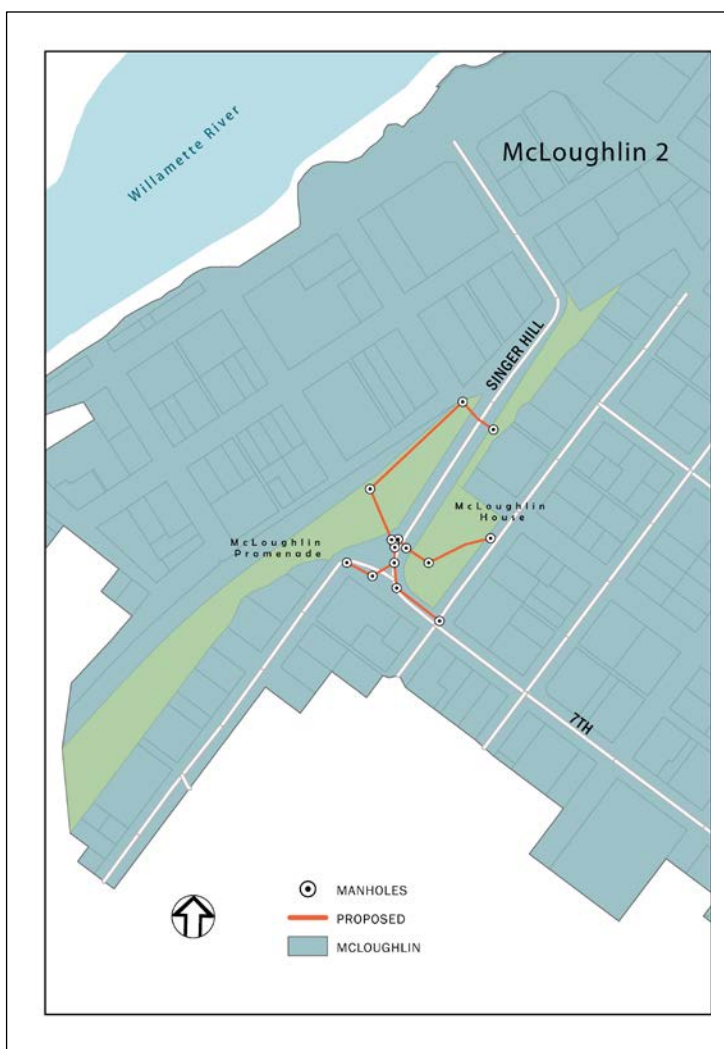
Project will need to install laterals in new alignments in multiple cases. Tree impacts, geological impacts, and historic designations are challenges to the design, permitting, and construction.

McLoughlin 2 – No CI Number

Design and Construction Management: TBD

This area is located in the north section of the City. The sewer system is approximately 30 to 120 years old.

Package Details			
Construction Dates	TBD	Status	Scoping
Number of Laterals	TBD	Feet of Laterals	TBD
Feet of Sewer Main	TBD	Number of Manholes	TBD
Right of Entry Returned (%)	Not issued		



This package will be potentially part of the FY 24-25 design and FY 25-26 construction. Basin flows indicate high stormwater infiltration in this area. Major structural issues, geologic hazards, NROD, historic designation, traffic flow, railroad considerations could possible within this package.

Homes: TBD

Apartment Complexes: TBD

Business/Business Plazas: TBD

Mixed Use: TBD

Challenges to this area are: Geologic hazards, historic, NROD, Tree size, traffic flow, scheduling (City water or pavement plans) Charter park rules will impact type of repair methodologies utilized.

Contractors and Subcontractors

To Be Determined – bidding likely in June 2026

Project status: Scoping. There could be five types of repairs utilized: a) burst, b) open trench, c) HDD, d) CIPP, and e) no repair if lateral is in good shape.

Project will need to install laterals in new alignments in multiple cases. Tree impacts, geological impacts, and historic designations are challenges to the design, permitting , and construction.

Center Street/Catch Basin Disconnect – CI 23-005

Design and Construction Management: Wallis Engineering

This area is located mainly in the north section of the City.

Package Details			
Construction Dates	TBD	Status	Reassigned
Number of Laterals	TBD	Feet of Laterals	TBD
Feet of Sewer Main	TBD	Number of Manholes	TBD
Right of Entry Returned (%)		Not issued	

NO MAP

This package was initially designed to address some specific needs in FY 22-23. As time progressed, portions of this project have been migrated to other packages. The remaining areas are difficult to bring together into a cohesive package.

At this time, it is expected that the remaining areas will be added to future packages.

There are some specific areas that will need extra work due to geologic hazards, traffic flow, easement concerns, and others.

Homes: TBD

Apartment Complexes: TBD

Business/Business Plazas: TBD

Mixed Use: TBD

Challenges to this area are: Geologic hazards, historic, NROD, Tree size, traffic flow, scheduling (City water or pavement plans)

Contractors and Subcontractors

NA

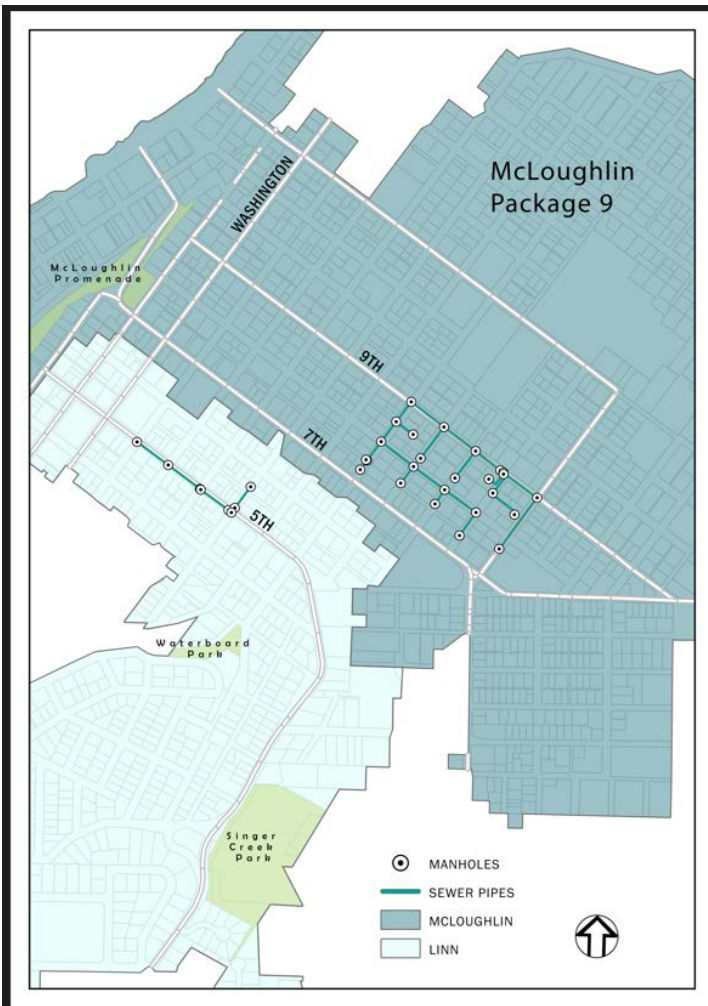
Project status: Reassigned. To be migrated into other package designs.

McLoughlin Basin 1 – CI 24-005

Design and Construction Management: TBD

This area is located in the north, central section of the City. The sewer system is approximately 20 to 120 years old.

Package Details			
Construction Dates	TBD	Status	Condition Assessment
Number of Laterals	TBD	Feet of Laterals	TBD
Feet of Sewer Main	TBD	Number of Manholes	TBD
Right of Entry Returned (%) 29 of 61 = 48%			



This package was prioritized due to identified high I&I within the McLoughlin Basin. Construction to be completed on Harrison Street ahead of an overlapping 2025 pavement improvements program.

This area includes several undersized mainline pipe segments including long lateral lines indicative of older lateral pipe segments converted to mainlines. A high number of smoke testing hits were identified in McLoughlin Basin in the 2022 smoke testing report.

Homes: approx. 58

Apartment Complexes: 4

Business/Business Plazas: 1

Mixed Use: 2 churches

Challenges to this area are: 15 historic properties, traffic flow, scheduling (City pavement plans), cross easements

Contractors and Subcontractors

To Be Determined – bidding likely in Winter 2025

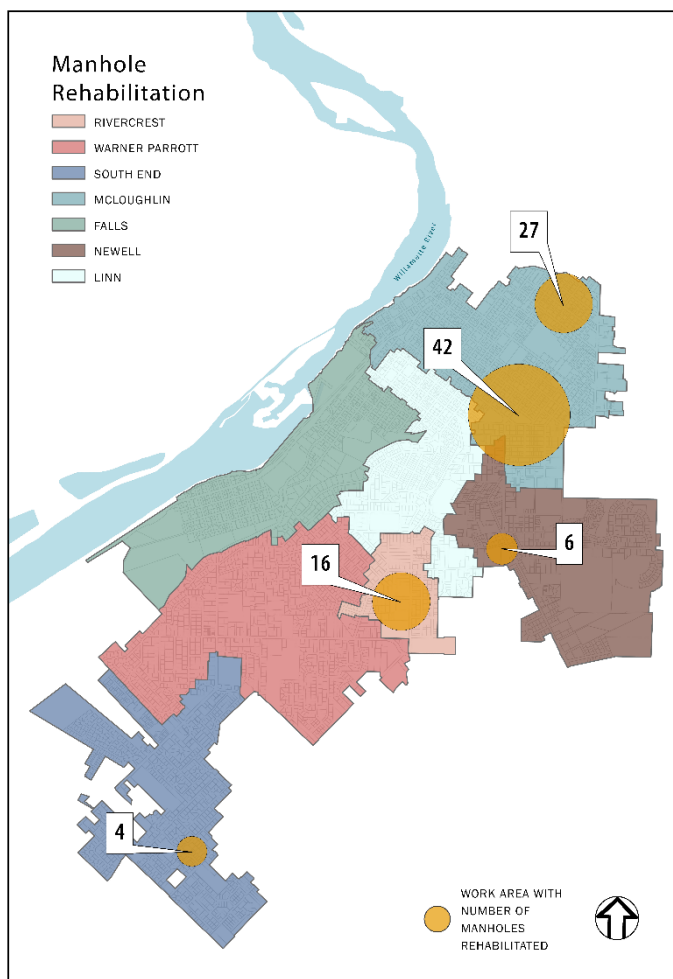
Project status: Condition Assessment. Design work will likely commence in July 2024.

Manhole Rehabilitation – CI 23-011

Design and Construction Management: Wallis Engineering

Construction is mostly located in the north, central section of the City. The manholes are approximately 20 to 60 years old.

Package Details			
Construction Dates	March – July 2024	Status	Construction complete
Number of Laterals	NA	Feet of Laterals	NA
Feet of Sewer Main	NA	Number of Manholes	90
Right of Entry Returned (%)	NA		



The 2024 Manhole Rehabilitation package includes 90 manholes located primarily in the McLoughlin and Rivercrest neighborhoods. Included in the package, City operations staff identified 23 “high-priority” manholes with known deficiencies.

The City seeks to utilize a manhole grout sealing contract to extend the life of existing manholes, especially those in areas of mainline rehabilitation in the past 20 years. An I&I Reduction Program in FY 23-24. Future manhole rehabilitation packages will follow mainline rehabilitation packages. A 2025 Manhole Rehabilitation program is planned for the upcoming year.

Homes: 0

Apartment Complexes: 0

Business/Business Plazas: 1

Mixed Use: 0

Challenges to this area are: traffic flow

Contractors and Subcontractors

Emagineered Solutions, Inc.

Project status: Construction. Manhole rehabilitation using injection grout and cementitious spot repair for precast manhole structures. Additional work may include curtain grouting, additional structural repair, and grout fill and abandonment of overflow connections to City storm structures.

SECTION 4: FLOW MONITORING RESULTS

The goal of the City’s I&I Reduction Program is to reduce infiltration and inflow within the sanitary sewer system, and measuring the progress of this goal is a key component of the I&I Reduction Program.

Infiltration and inflow are linked to precipitation volumes and elevated winter water tables. Stresses to the Oregon City sewer system, the WES trunklines, and the WES Tri-City Water Reclamation Facility are driven by peak flows during the winter season.

Flow monitoring is the mechanism by which the I&I Reduction Program will determine if I&I has been reduced by the program’s construction projects, and by how much. Generally speaking, the program monitors wet weather flow (WWF) in the sanitary sewer system before and after I&I Reduction projects, and additionally performs targeted annual monitoring to track overall progress towards the programs ultimate goal of 65% reduction of I&I peak flows within the program area.

Flow monitoring efforts for FY 23-24 were focused on gathering pre-construction flow data to set a baseline for measurement of post-construction flow data and determination of I&I reduction. The I&I Reduction Program is intended to prioritize areas with the highest I&I, so the four basins selected for flow monitoring are located in high I&I areas – the Newell, Linn, Rivercrest, and Warner Parrott Basins.

In FY 22-23, Leeway Engineering Solutions was hired to perform flow monitoring and to create a revised flow model for Oregon City. Due to the timing of flow measurement and data analysis, their report was not completed prior to last year’s Annual Report. Going forward, the program will provide basic summary information of flow monitoring in the same year it is completed, and detailed analyses of the observed flows the year after. System Model updates will be performed every 2-4 years, as deemed appropriate by the I&I Reduction Program. The 2023 Flow Monitoring report is attached as **Appendix G**.

This year, flow monitoring is complete for the winter season. The period included a peak storm that had a similar 24-hour rainfall depth to the 2023 peak storm, and flow monitoring results were somewhat similar.

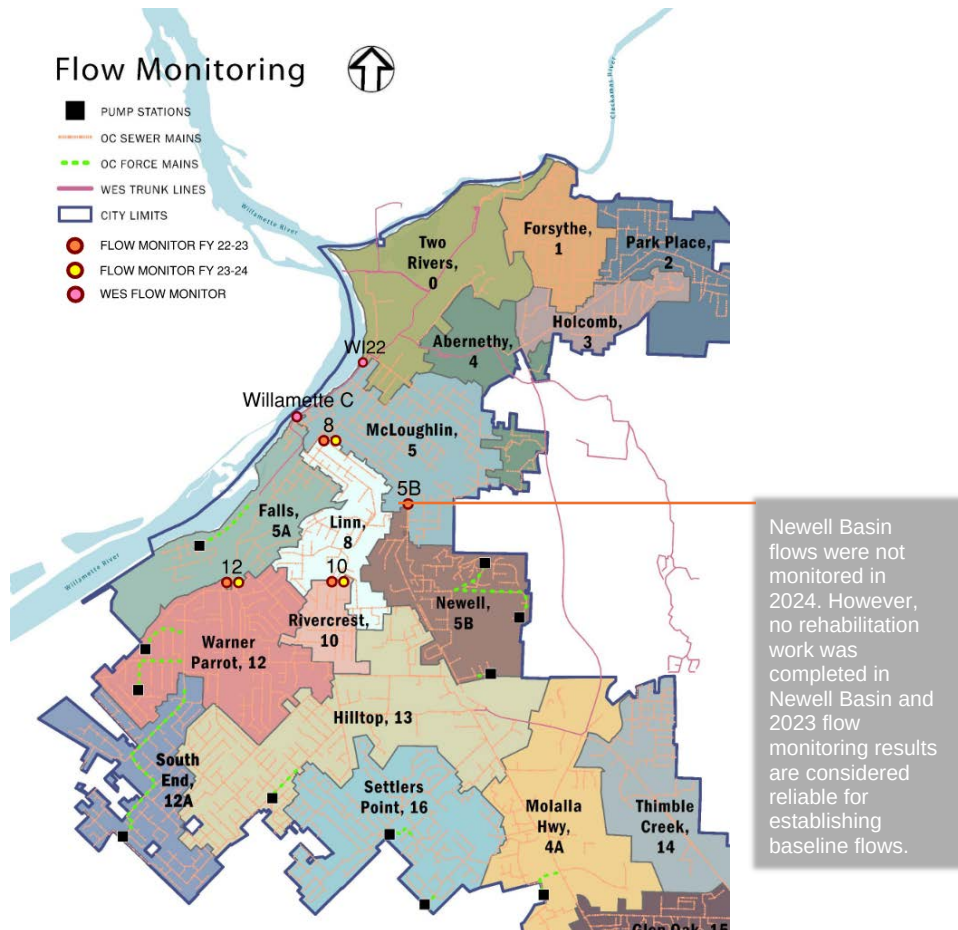


Figure 4.1: Flow Monitoring Map

Table 2: Flow Monitoring Summary

	2023	2024
Peak Event Date	4/10/2023	2/29/2024
Peak 24 hr Total Rainfall (inch)	1.16	1.51
Total Storm Duration ^a (hr)	91	204
Newell (5B) Basin Flow (mgd)	1.23	Not monitored
Linn (8) Basin Flow (mgd)	3.00	3.00
Rivercrest (10) Basin Flow (mgd)	0.60	0.68
Warner Parrot (12) Basin Flow (mgd)	4.58 ^b	2.56

- Note: the unit mgd is million gallons per day
- ^aStorm duration measured from the first rain after 24 hr dry period to last rain before 24 hr dry period
- ^bThe accuracy of the 2023 Basin 12 flow is being analyzed

A brief overview of the 2024 findings are:

- **Newell Basin** information from 2023 is good quality and will be used as the baseline for pre-I&I Reduction Program flows.
- **Linn Basin** peak flows did not change between the 2023 and 2024 peak storm events, and were relatively similar overall for both monitoring periods, despite the higher intensity of the 2024 storm event. Linn Basin 2024 peak sewer flows indicate the I&I repairs completed as part of the Linn Basin I&I Rehab Project 1 successfully removed some amount of I&I from the system.
- **Rivercrest Basin** peak flows from the 2023 peak storm event were slightly higher than those from the 2024 peak storm event. As no work was completed in the Rivercrest Basin between 2023 and 2024, these flow monitoring results provide a baseline expectation for 2023 and 2024 peak storm event flows relative to each other.
- **Warner Parrot Basin** peak flows were lower in 2024 than the 2023 peak flows, despite the lack of I&I rehabilitation work in the basin. The 2023 and 2024 measurements from this monitor are being analyzed for accuracy, but preliminary review of the data indicates that the 2024 monitoring results better match 2024 downstream WES monitoring data than the 2023 monitoring results. The baseline flow from this area will be determined after this analysis using the flow results found to be most reliable.

The Linn Basin is the first basin that was monitored before and after rehabilitation work – winter 2024 monitoring took place after completion of approximately 50% of Linn I&I Rehab Project 1. Work in the Linn Basin included mainline sewer rehabilitation and lateral rehabilitation covering approximately ¼ of the basin. Flow monitoring results in the basin are shown in Figures 4.3 through 4., along with monitoring results from the Rivercrest Basin from the same period to show a baseline basin flow response (note that the Linn Basin flows include flow from Rivercrest Basin, which is upstream of the Linn Basin flow meter). The peak Linn Basin flow rate observed in 2024 was nearly identical to the 2023 flow rate, while the Rivercrest Basin flow rate increased slightly from 2023 to 2024.

The slight increase in Rivercrest Basin flows between the two years can be explained by certain differences in the otherwise similar 2023 and 2024 storms. While both storms had similar total rainfall depths, the 2024 storm's rainfall intensity was greater, meaning more rainfall fell over a shorter period of time (see *Figure 4.2: Cumulative Rainfall, 2023 and 2024 Peak Rain Events*). Typically, I&I increases with greater rainfall intensity, matching what was observed in the Rivercrest Basin. Since the Linn Basin peak flow rate did not increase from 2023 to 2024, this indicates that the rehabilitation work reduced I&I in the basin.

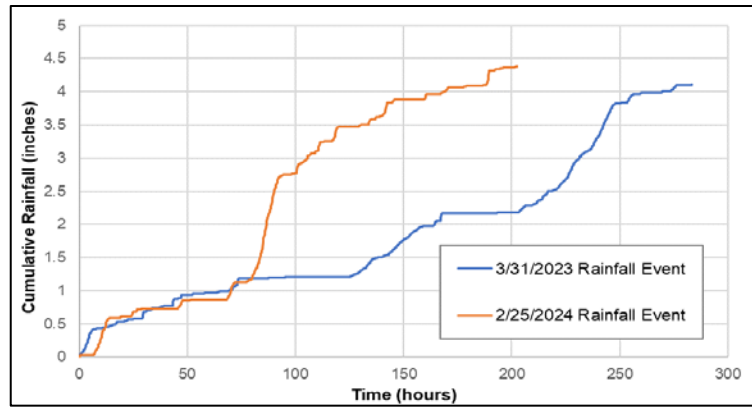


Figure 4.2: Cumulative Rainfall, 2023 and 2024 Peak Rain Events

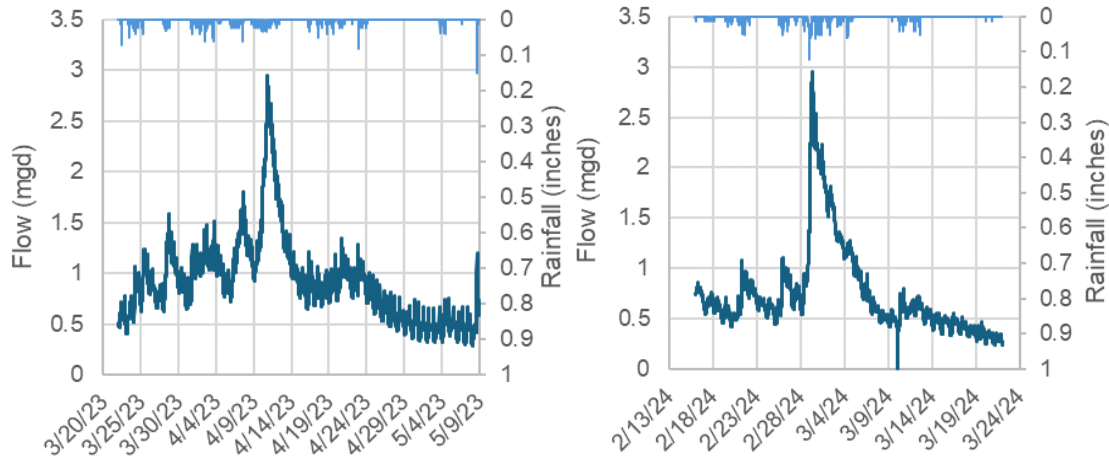


Figure 4.3: Rivercrest/Linn Basin 2023 to 2024 Comparison

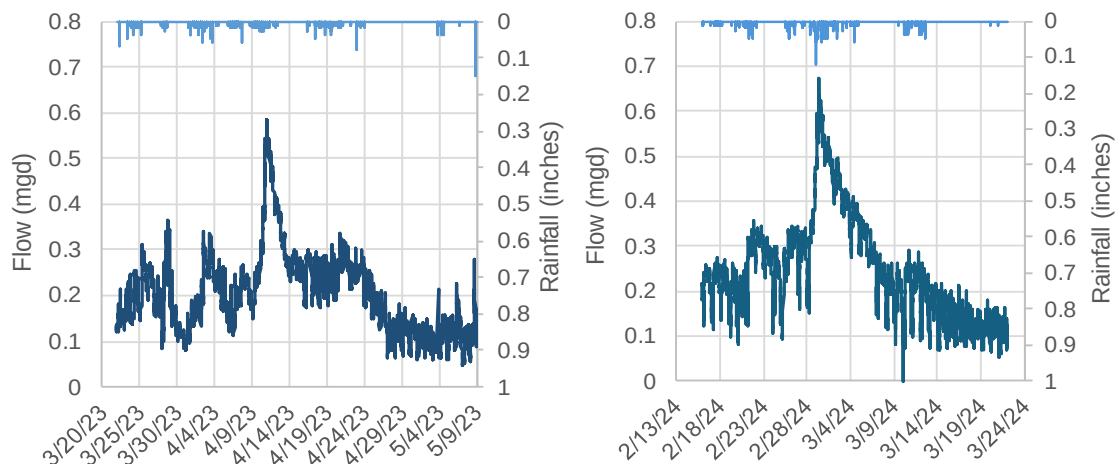


Figure 4.4: Rivercrest Basin 2023 to 2024 Comparison

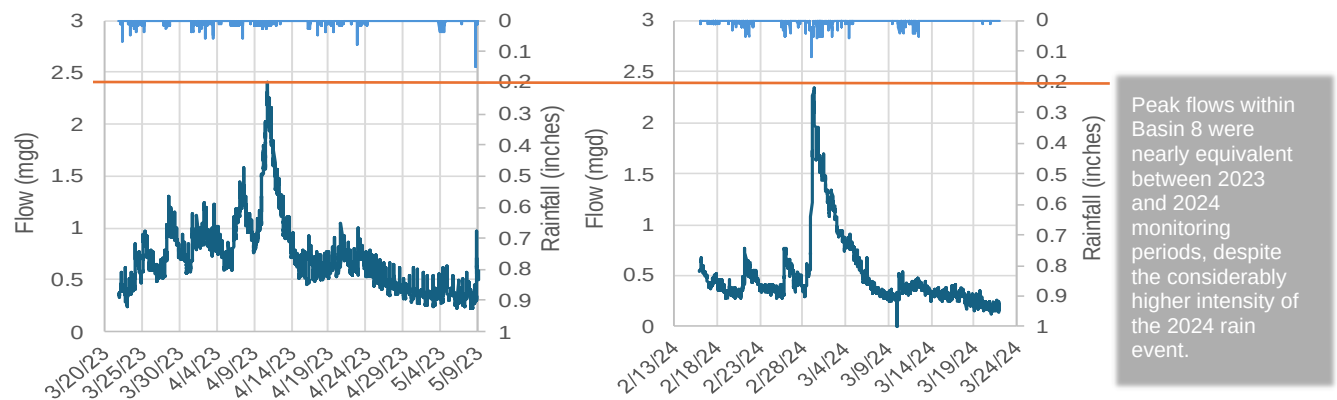


Figure 4.5: Isolated Linn Basin Flow 2023 to 2024 Comparison

Over the next few months, additional analysis of the flow monitoring results will be completed to help guide ongoing flow monitoring and hydraulic modeling work. Work will continue on the hydraulic model, which will project peak flows in each basin during 5-year and 10-year storm events once fully updated. This information will be critical to determine progress towards the I&I reduction goals.

Work is currently ongoing to quantify the I&I reduction as it relates to the overall I&I Reduction Program goals. However, the qualitative results from the Linn Basin repairs completed this year are encouraging and indicate the program's wholistic rehabilitation approach is effective at reducing I&I. Metrics for comparing flow data between years are currently being developed, and a more comprehensive analysis of the 2023 and 2024 flow monitoring data is ongoing. A more detailed report summarizing the 2023 and 2024 flow monitoring data and quantifying the I&I reduction will be submitted to Oregon City by the next annual report.

SECTION 5: BUDGET

Wallis oversaw a budget of over \$2,977,231.08 in FY 23-24. This budget covers Wallis Engineering and the work of several other firms hired to support the Oregon City I&I Reduction Program efforts. The Annual Report is issued prior to the close of the fiscal year, which runs from July 1st through June 30th, in Oregon City. The budget numbers in this document reflect accounting numbers through May 2024.

The Wallis Engineering billed portion of the budget is shown below. This is the program cost for Wallis Engineering to perform investigation, design, construction, administration, and public outreach portions of the I&I Reduction Program. The Wallis Engineering budget breakdown by task item is shown below in *Figure 5.1 Wallis Engineering Program Billed Expenses*.

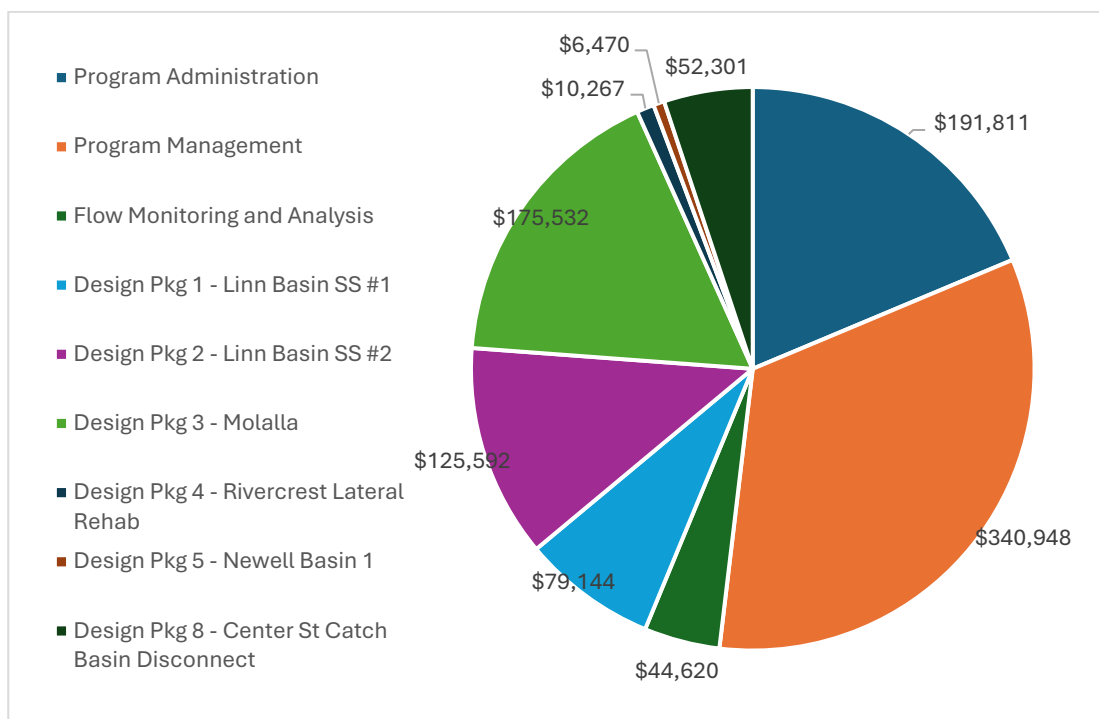


Figure 5.1: Wallis Engineering Program Billed Expenses

These are the Wallis Engineering budget expenses to date:

Table 3: I&I Reduction Program Budget Costs

	FY 23-24 (contracted)	FY 23-24 (billed)
Program Administration	\$210,751	\$ 191,810
Program Management	\$612,672	\$340,948
Flow Monitoring	\$21,430	\$44,620
Linn Basin 1 – CI 23-001	\$5,925	\$79,144
Linn Basin 2 – CI 23-002	\$156,067	\$125,592
Molalla – CI 23-0013	\$362,490	\$175,532
Rivercrest 4 – CI 23-009	\$36,787	\$10,267
Newell Basin 1 – CI 23-012	\$250,098	\$6,470
Linn Basin 3 - CI 23-003	\$285,100	\$0
Singer Hill/McLoughlin 2 – No Number	\$0	\$0
Center St/CB Disconnect - CI 23-005	\$114,090	\$52,301
Total (through May 2024)	\$2,055,309	\$1,026,686

Though Wallis Engineering holds the prime contract for I&I Reduction Program management work with the City, the work of several engineering subcontractors support program efforts. In addition, several specialty subconsultants are necessary to package design efforts. There are also expenses such as mileage, materials, or permits.

The subcontractor and expense billed portion of the budget is shown below:

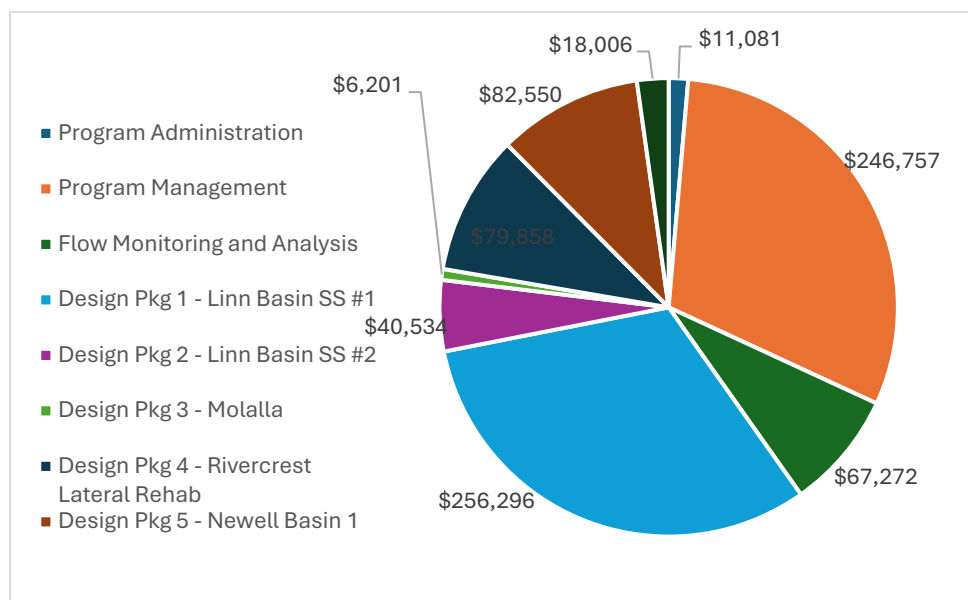


Figure 5.2: Program Subcontractor and Expense Billed Expenses

Table 4: Subcontractor Budget and Billed Expenses

	FY 23-24 (contracted)	FY 23-24 (billed)
Program Administration	\$33,851	\$11,081
Program Management	\$466,441	\$246,757
Flow Monitoring	\$115,500	\$67,272
Linn Basin 1 – CI 23-001	\$288,921	\$256,296
Linn Basin 2 – CI 23-002	\$99,891	\$40,534
Molalla – CI 23-0013	\$120,115	\$6,201
Rivercrest 4 – CI 23-009	\$ 161,791	\$79,858
Newell Basin 1 – CI 23-012	\$394,791	\$82,550
Linn Basin 3 - CI 23-003	\$0	\$0
Singer Hill/McLoughlin 2 No Number	\$0	\$0
Center St/CB Disconnect - CI 23-005	\$67,010	\$18,006
Total (through May 2024)	\$1,748,412	\$941,561

Overall, I&I Reduction Program expenses are expected to come in under budget at the end of the FY 2023-2024.

A full accounting of the I&I Reduction Program’s expenditures is included in **Appendix H**.

SECTION 6: FIVE YEAR PLAN

The Oregon City I&I Reduction Program is developed so that packages are designed ahead of construction (for construction within the summer months). Because the FY divides the construction season, packages are often designed in one FY and built the next FY. Several tasks, such as condition assessment activities such as CCTV and smoke testing will be a yearly effort. Flow monitoring will also be done yearly to assess program results.

A five year plan was developed; with a high level budget and schedule. This plan is summarized below, and included in **Appendix I**. Manhole Rehabilitation will be an annual task. The plan presented is a continuation of the five year plan started in FY 22-23, and includes tentative budgets and proposed project packages for the next three years.

FY 24-25 - tentative budget of \$15M for design and construction will be focused on:

- Linn Basin 2
- Newell Basin 1 - design only
- McLoughlin 1
- Linn Basin 3 – design
- Manhole Rehabilitation
- McLoughlin 2- design

FY 25-26 – tentative budget of \$6M for design and construction will be focused on:

- Linn Basin 3 - construction
- McLoughlin 2 – design
- Manhole Rehabilitation

FY 26-27- tentative budget of \$4M for construction will be focused on:

- Newell Basin 1 - construction
- McLoughlin 2 - construction
- Manhole Rehabilitation

FY 26-27 and beyond will be determined in the next year, as information is analyzed from flow monitoring and assessment program.

Five-Year Plan Schedule

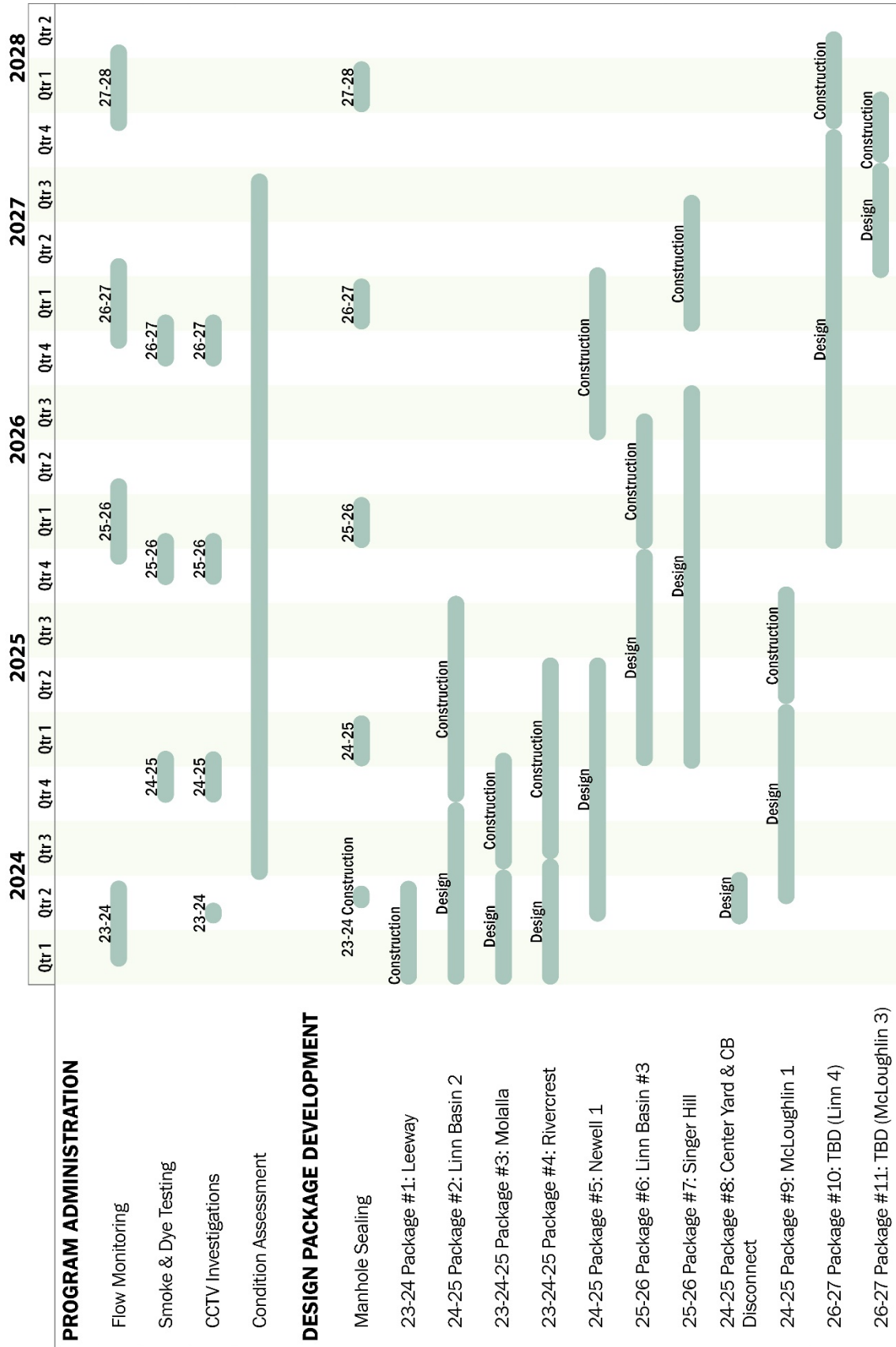


Figure 6.1: Five Year Plan Schedule

Appendices

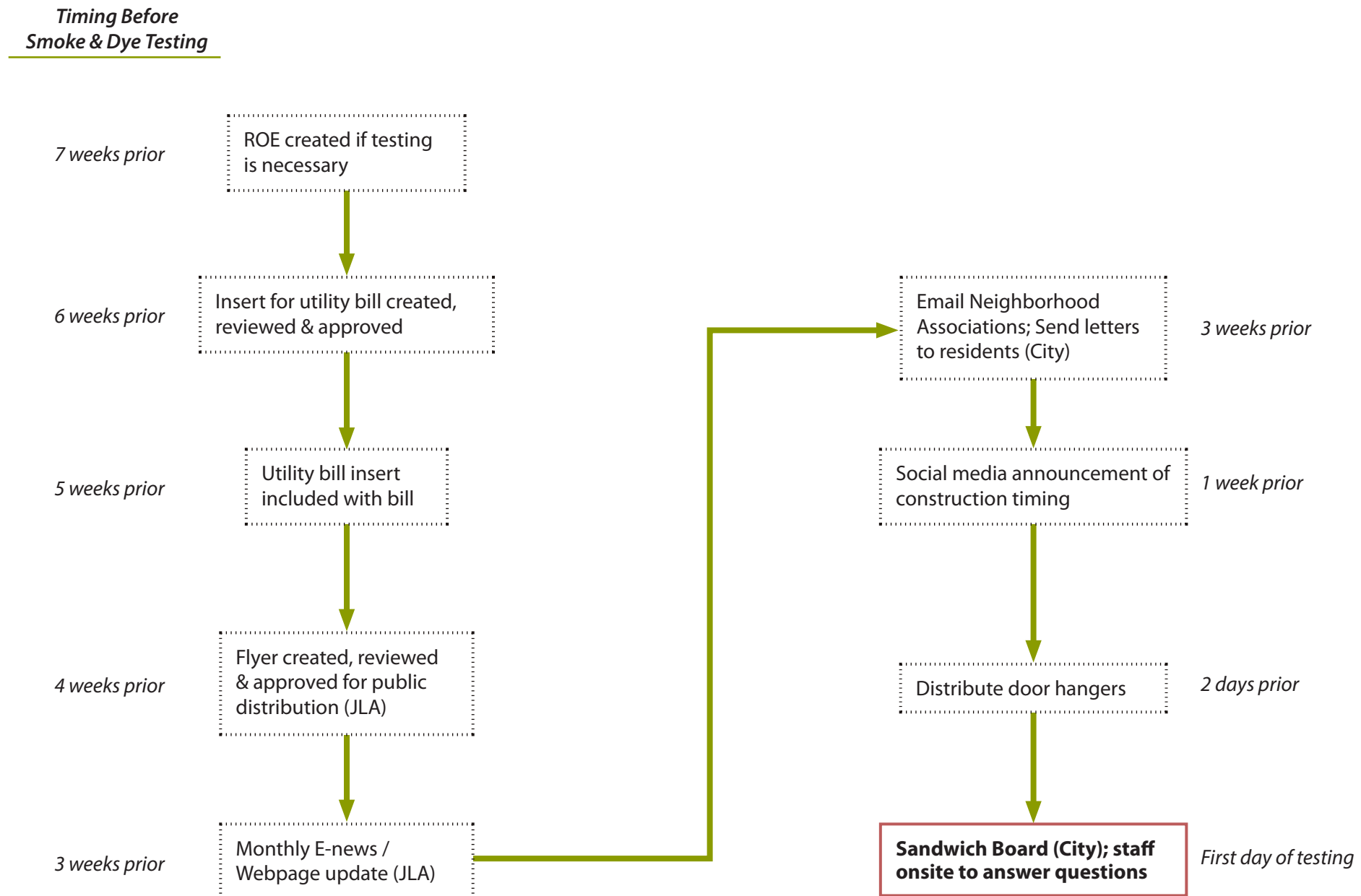
APPENDIX A: Contact List

	Task	Program Effort
Wallis Engineering, PLLC	Program Management: Jim Montgomery Program Support: Dave Brokaw	Phone: 360-852-9178 Email: jim.montgomery@Walliseng.net Phone: 360-852-9153 Email: dave.brokaw@Walliseng.net
Leeway Engineering Solutions	Rob Lee Zach Swartzendruber	rob.lee@leewayengineeringsolutions.com zach.swartzendruber@leewayengineeringsolutions.com
Keller Associates	Trevis Smith	tsmith@kellerassociates.com
Century West	Rawley Voorhies	rvoorhies@centurywest.com
Mackay Sposito	Mike Bayautet	mbayautet@mackaysposito.com
Compass	Don Devlaeminck	dond@compass-landsurveyors.com
GRI	Per Onsager	POnsager@gri.com
Morgen Holen & Assoc	Morgan Holen	morgan@mholen.com
Todd Prager & Assoc	Todd Prager	todd@toddpager.com
VacX	Jason Jones	jj@vacx.com
Pacific Int-r-Tek	Adam Scott	adam@tvmypipe.com
Pacific Habitat Services	John van Staveren	jvs@pacifichabitat.com
Greenworks	Mike Faha	mikef@greenworkspc.com
EPIC Land Solutions	Dave Nickerson	dnickerson@epicland.com
ADS	Brian Sheehy	bsheehy@idexcorp.com
AINW	Teresa Trost	teresa@ainw.com
Landis & Landis	Myke Landis	mlandis@llconstruction.com
Emagineered Solutions	Grant Waring	grant.w@emagineered.com

APPENDIX B: Public Outreach

Oregon City Inflow / Infiltration Program

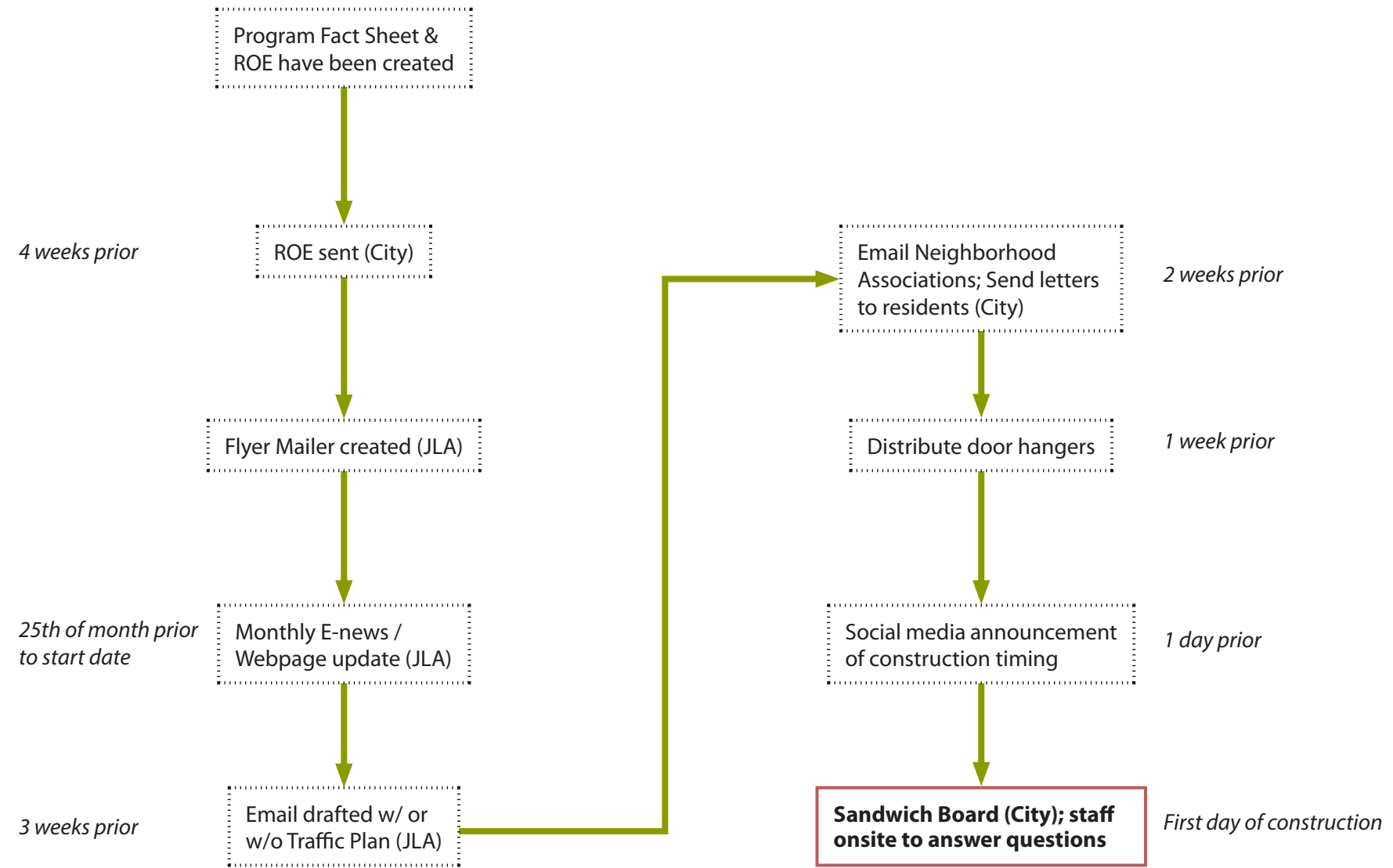
Public Outreach — Smoke and Dye Testing Flow Chart



Oregon City Inflow / Infiltration Program

Public Outreach — CCTV Flow Chart

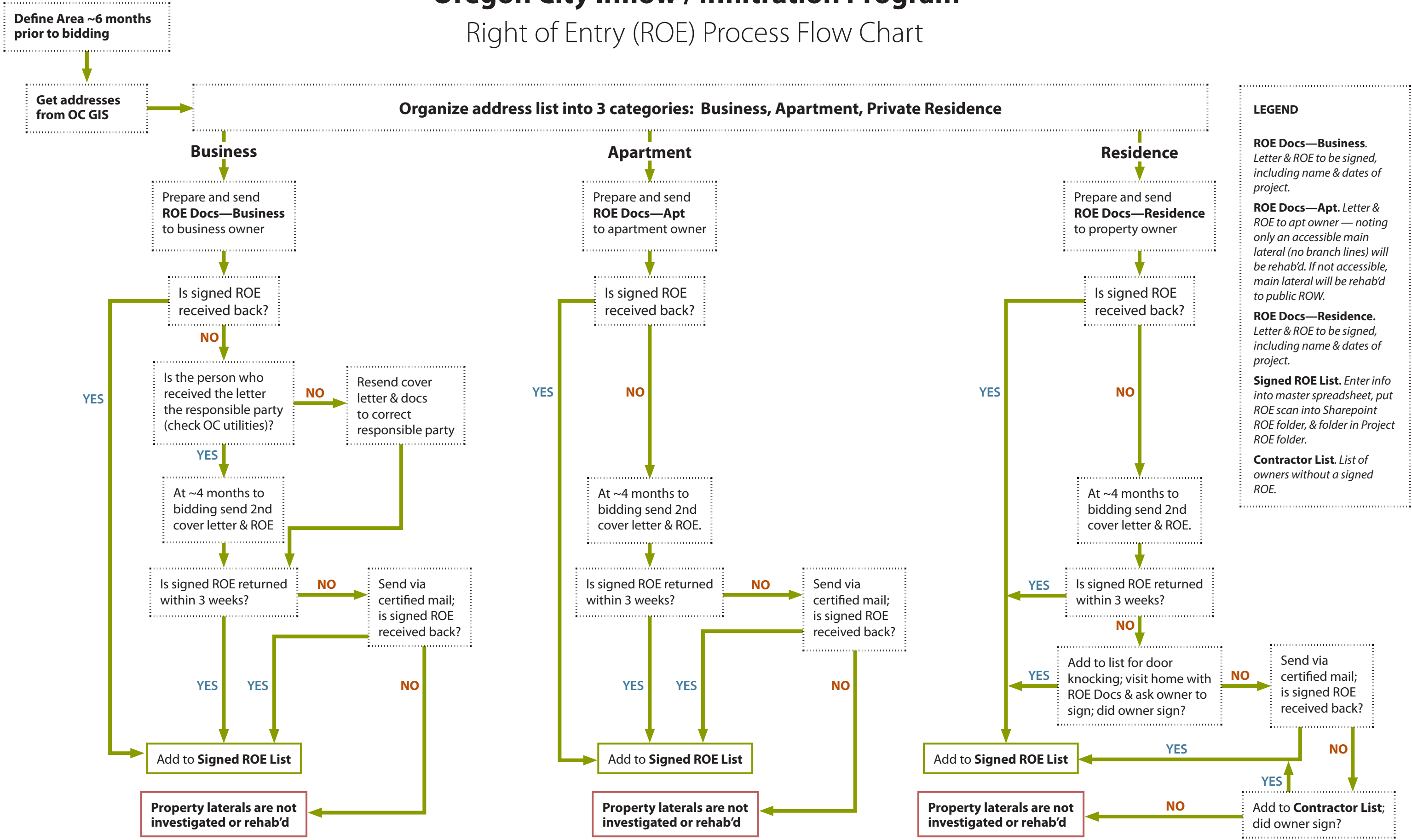
Timing Before Construction



Oregon City Inflow / Infiltration Program

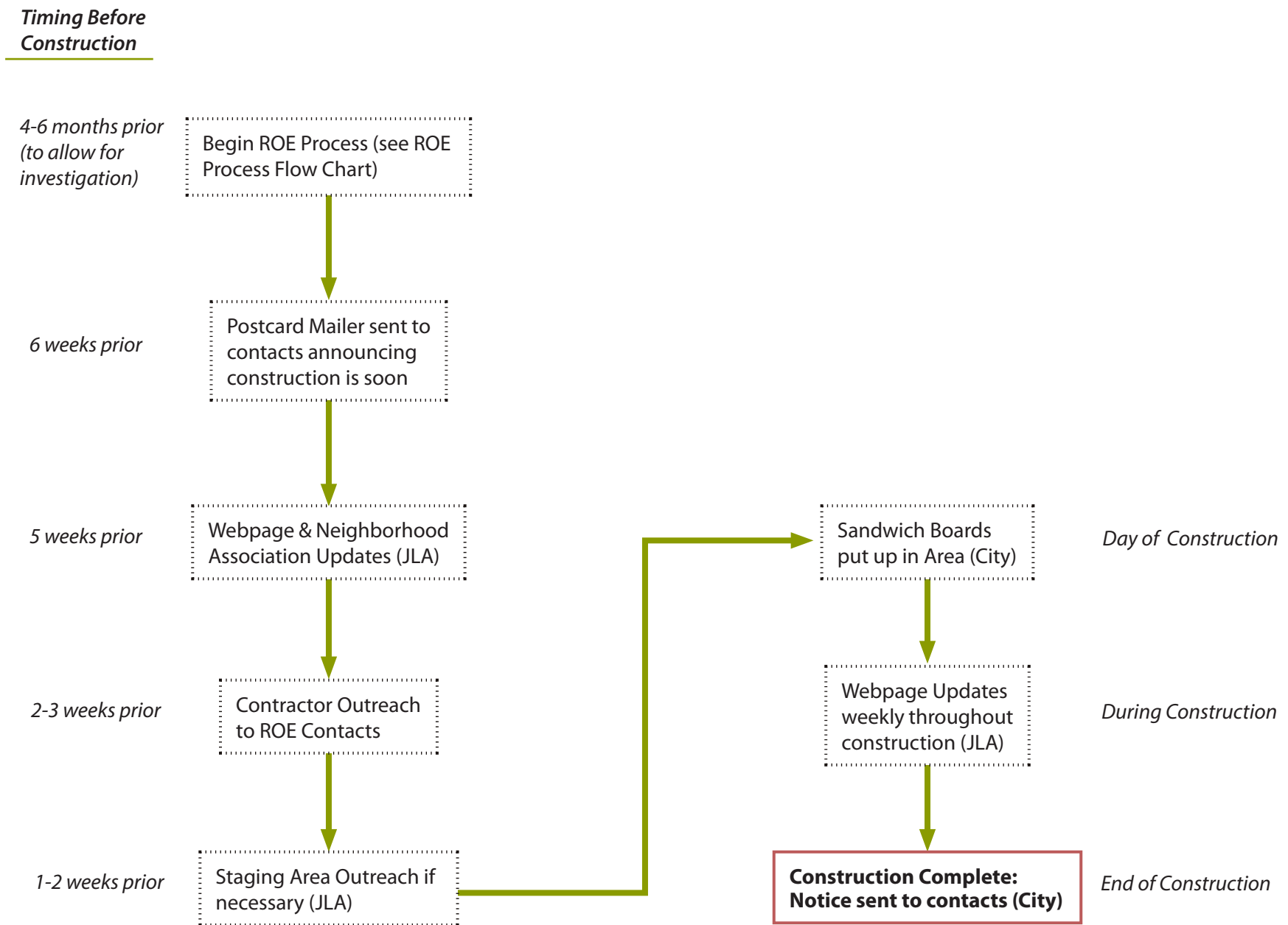
Right of Entry (ROE) Process Flow Chart

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Oregon City Inflow / Infiltration Program

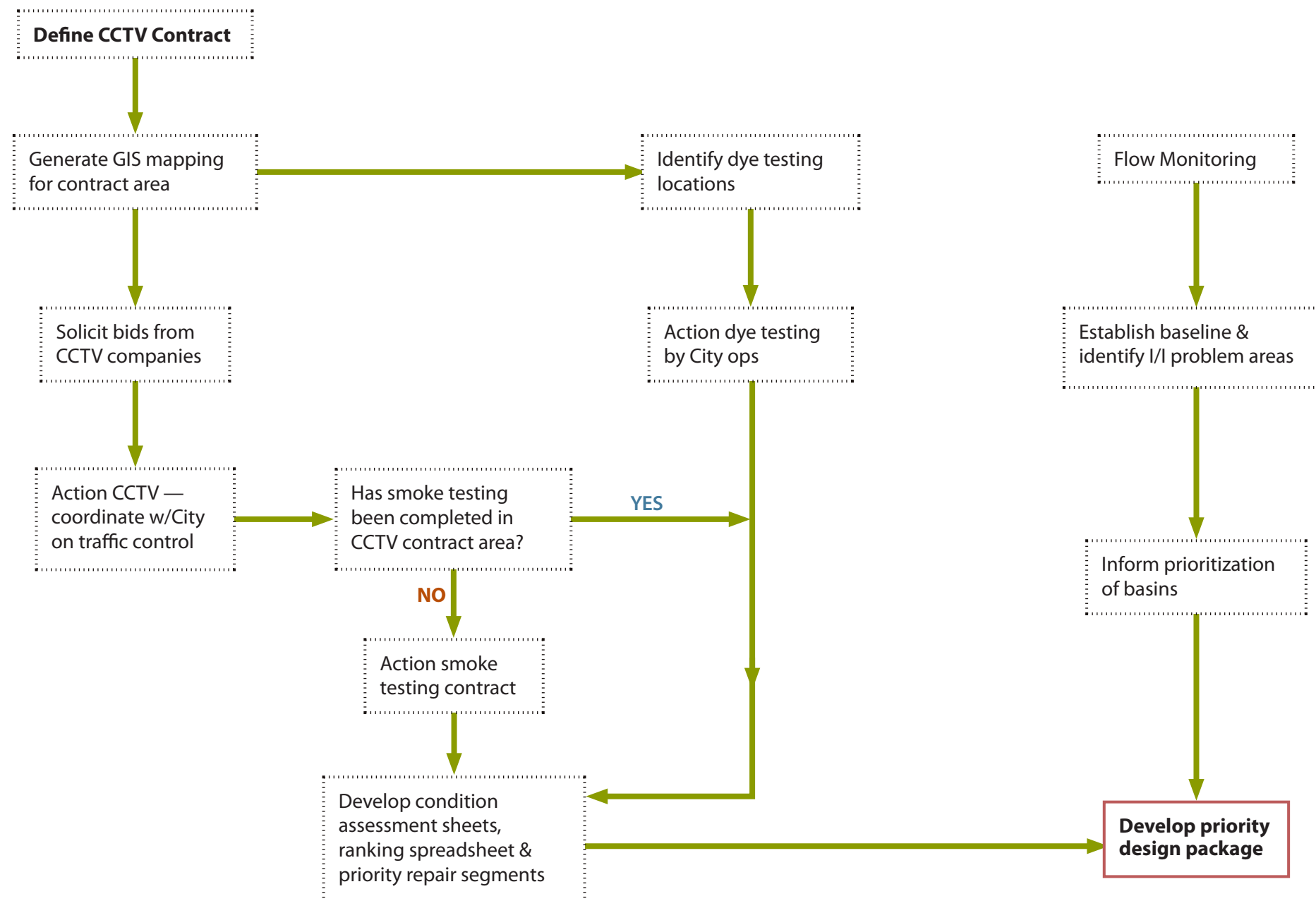
Public Outreach — Construction Flow Chart



APPENDIX C: CCTV Decision Flow Chart

Oregon City Inflow / Infiltration Program

Condition Assessment Investigation and Package Development Process Flow Chart

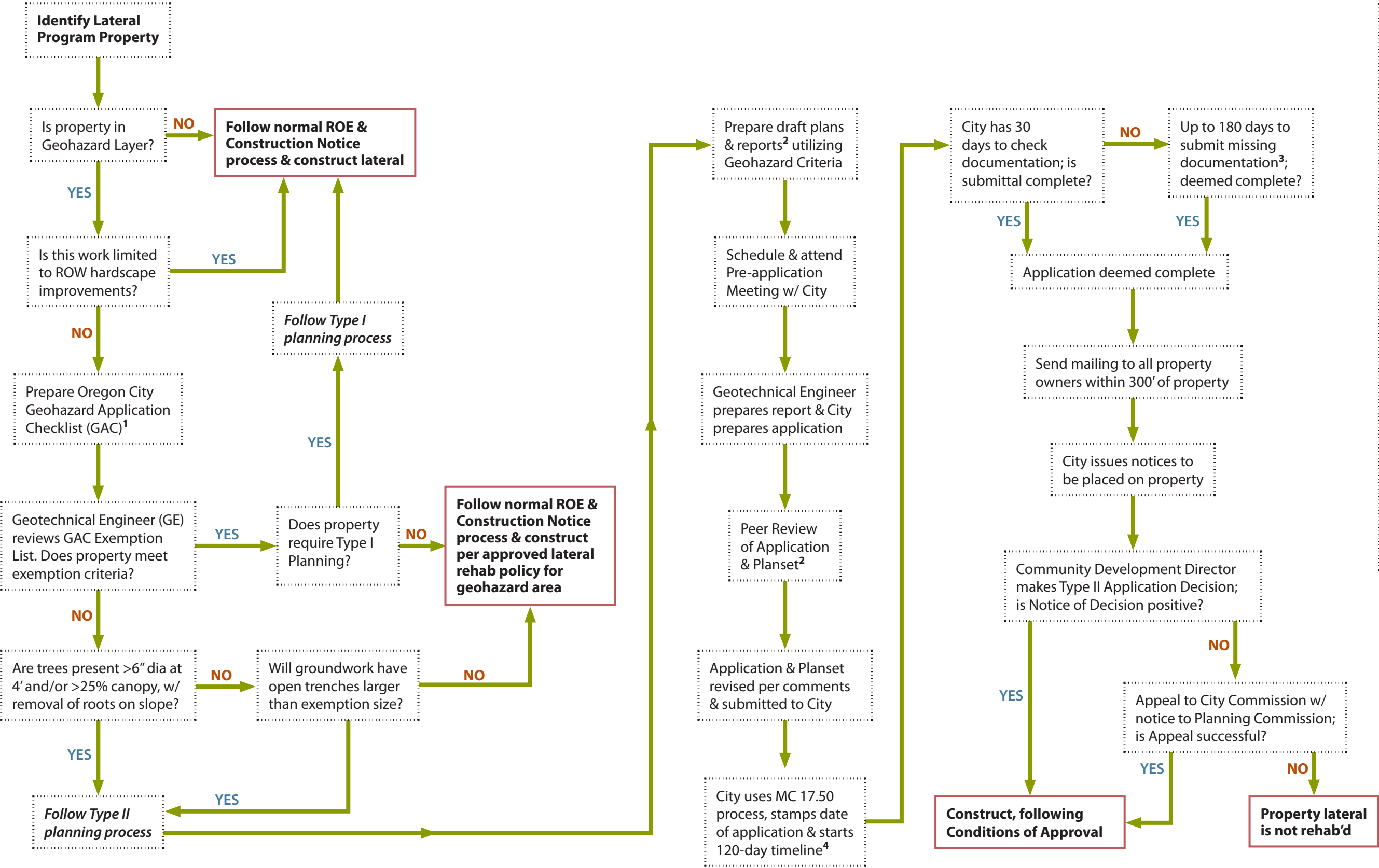


APPENDIX D: Condition Assessment Investigation

Oregon City Inflow / Infiltration Program

Type II Application for Geologic Hazard Flow Chart

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LEGEND

Assumptions

- Arborist has been hired & has identified affected trees
- Geotechnical Engineer (GE) has been hired & is on-call

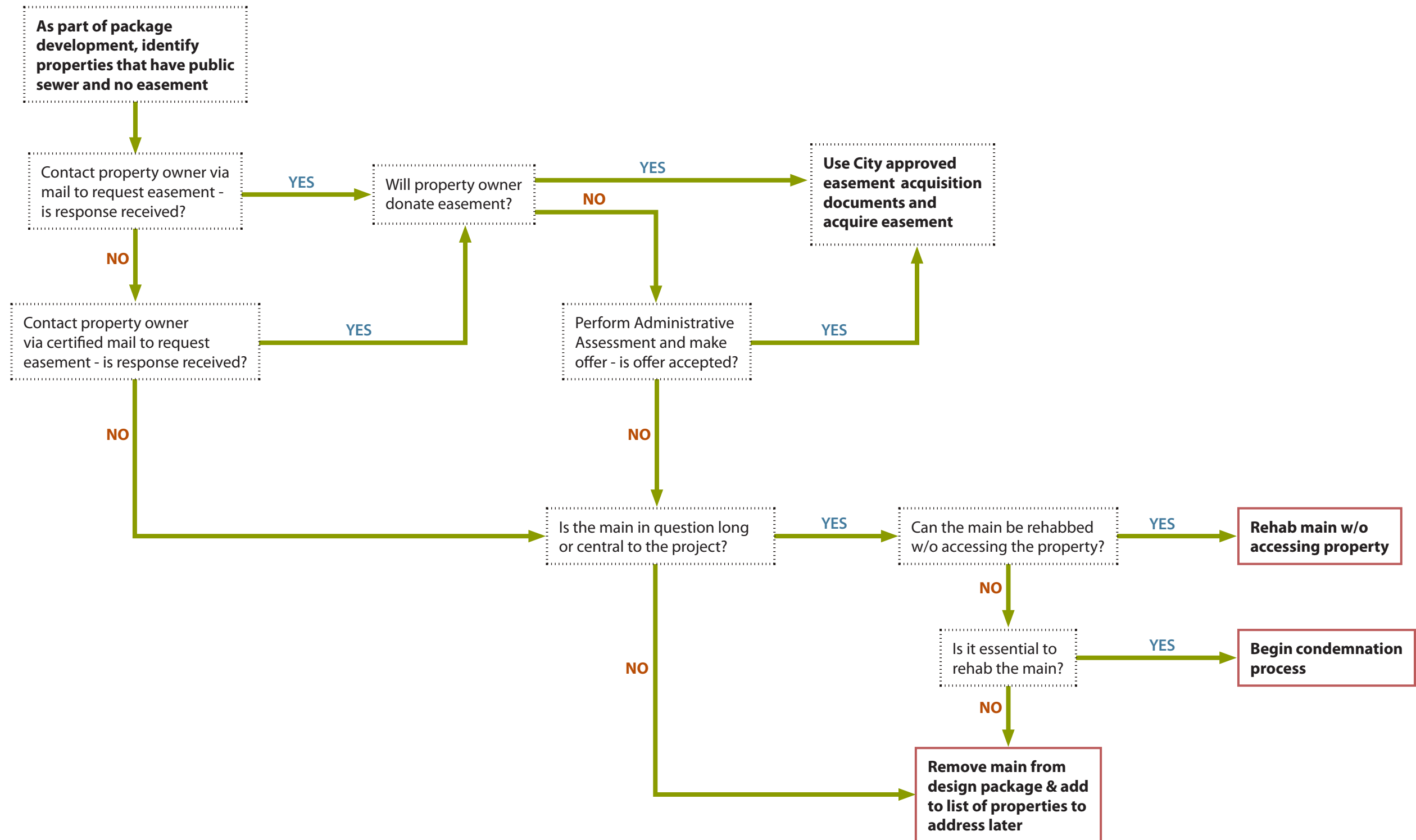
Notes

- Geohazard Application Checklist (GAC) Exemption List:
 - Excavation is <2' or <25 yd³
 - Fill is <2' depth or <25 yd³
 - Utility Lines
 - Emergency actions
- Planset & Reports Geohazard Criteria
 - See MC 17.44
- Options to submit missing information:
 - Submit info
 - Submit some info & written notice of no more info to be submitted
 - Written notice that no more info will be submitted
- Potential Delays to timeline:
 - Court actions
 - Inaccurate mailing labels for notice
 - Parts of permit outside City control
 - Other land use or comprehensive plan approvals needed for permit

APPENDIX E: Type II Application

Oregon City Inflow / Infiltration Program

Right-of-Way (ROW) Easement Acquisitions Flow Chart

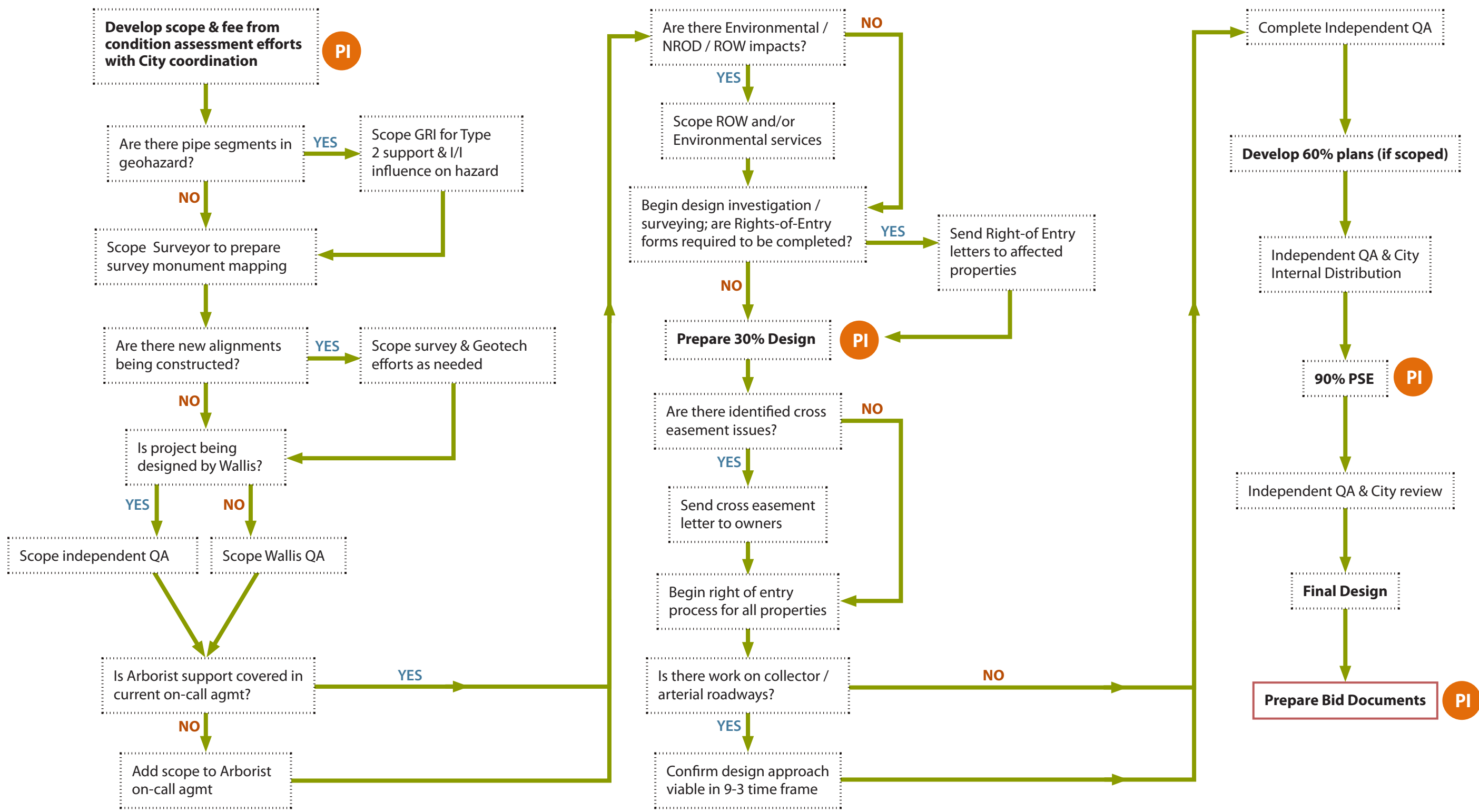


APPENDIX F: Project Delivery

Oregon City Inflow / Infiltration Program

Project Delivery Process Flow Chart

PI Public involvement
coordination / outreach points



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APPENDIX G: Flow Monitoring Report FY 22-23

Oregon City Flow and Rain Monitoring Report

Final Report Submitted to Leeway Engineering Solutions, LLC
May 30, 2023



ADS ENVIRONMENTAL
SERVICES

Oregon City Flow and Rain Monitoring Report

Prepared For:

Yarrow Murphy, PE
Leeway Engineering Solutions, LLC
12597 NW Majestic Sequoia Way
Portland, Oregon 97229

Prepared By:



ADS, LLC
846 Industry Dr.
Tukwila, WA 98188



May 30, 2023

Yarrow Murphy, PE
Leeway Engineering Solutions, LLC
12597 NW Majestic Sequoia Way
Portland, Oregon 97229

SUBJECT: Oregon City Flow and Rain Monitoring Report

Dear Yarrow Murphy,

ADS is pleased to submit the report for the **Oregon City Flow and Rain Monitoring Report** completed on behalf of Leeway Engineering Solutions, LLC. The metering was conducted at four (4) locations. The study was conducted during the period of Wednesday, 22 March 2023 to Monday, 08 May 2023.

The report contains depth, velocity, and quantity hydrographs as well as daily long tables for the metering period. An Excel file containing depth, quantity, and velocity entities for the monitoring location in 5-minute format was provided previously.

In addition, we would be happy to further explain any details about the report that may seem unclear. Should you have any questions or comments, you may contact the Project Manager, Sean Winder at 206.423.3453.

It has been our pleasure to be of service to you in the performance of this project. Thank you for choosing ADS products and services to meet your flow monitoring needs.

Sincerely,

ADS ENVIRONMENTAL SERVICES

Tyler Bui
Hydraulic Data Analyst

Tuesday, 21 March 2023 to Monday, 08 May 2023



Scope and Methodology

Introduction

Leeway Engineering Solutions, LLC entered into an agreement with ADS Environmental Services to conduct flow monitoring at (4) four locations in the Oregon City, OR Sanitary Collection System. The study was scheduled for a period of (6) six weeks. Once in place, the flow monitoring equipment was to be used to measure depth, velocity, and to quantify flows. The objective of this study was to assist Oregon City in monitoring flows in its wastewater system as part of the city's effort to reduce infiltration and inflow in its collection system. This data will be used to calibrate the existing hydrologic and hydraulic model to reassess I/I rates following rehabilitation construction projects.

Project Scope

The scope of this study involved using a flow monitor to quantify wastewater flow at the designated locations for the study period. Specifically, the study included the following key components.

- Investigate the proposed flow-monitoring site for adequate hydraulic conditions
- Flow monitor installation
- Flow monitor confirmations and data collections
- Flow data analysis

Equipment installation was completed on March 21, 2023. The monitoring period began on March 22, 2023, and was completed on May 08, 2023. Upon completion of the study, equipment was removed from the system.

Flow Monitoring Equipment



The **ADS FlowShark Triton** monitor was selected for this project. This flow monitor is an area velocity flow monitor that uses both the Continuity and Manning's equations to measure flow.

The ADS FlowShark Triton monitor consists of data acquisition sensors and a battery-powered microcomputer. The microcomputer includes a processor unit, data storage, and an on-board clock to control and synchronize the sensor recordings. The monitor was programmed to acquire and store depth of flow and velocity readings at 5-minute intervals.

The FS Triton monitor features cross-checking using multiple technologies in each sensor for continuous running of comparisons and tolerances. The FS Triton monitor can support two (2) sets of sensors. The sensor option used for this project was:

The Peak Combo Sensor installed at the bottom of the pipe includes three types of data acquisition technologies.

The ***up looking ultrasonic depth*** uses sound waves from two independent transceivers to measure the distance from the sensor upward toward the flow surface; applying the speed of sound in the water and the temperature measured by sensor to calculate depth.

The ***pressure depth*** is calculated by using a piezo-resistive crystal to determine the difference between hydrostatic and atmospheric pressure. The pressure sensor is temperature compensated and vented to the atmosphere through a desiccant filled breather tube.

To obtain ***peak velocity***, the sensor sends an ultrasonic signal at an angle upward through the widest cross-section of the oncoming flow. The signal is reflected by suspended particles, air bubbles, or organic matter with a frequency shift proportional to the velocity of the reflecting objects. The reflected signal is received by the sensor and processed using digital spectrum analysis to determine the peak flow velocity.

Installation

Installation of flow monitoring equipment typically proceeds in four steps. First, the site is investigated for safety and to determine physical and hydraulic suitability for the flow monitoring equipment. Second, the equipment is physically installed at the selected location. Third, the monitor is tested to assure proper operation of the velocity and depth of flow sensors and verify that the monitor clock is operational and synchronized to the master computer clock. Fourth, the depth and velocity sensors are confirmed and line confirmations are performed.

In pipes up to 42 inches in diameter, the sensors were mounted on expandable stainless-steel rings, inserted at least a foot upstream into influent pipes and tightened against the inside walls of the pipes. Influent pipe installations reduce the influences of turbulence and backwater often caused by changes in channel geometry in manholes.





Data Collection, Confirmation, and Quality Assurance

Data collects were done remotely via wireless connect on a weekly basis. As needed, during the monitoring period, field crews visit each monitoring location to verify proper monitor operation and document field conditions. The following quality assurance steps are taken to assure the integrity of the collected data:

Measure power supplies: monitors were powered by dry cell battery packs. Voltages were recorded and battery packs replaced, as necessary. Separate batteries provided back-up power to memory allowing primary batteries to be replaced without loss of data.

Clock synchronization: Field crews synchronized monitor clocks to master clocks.

Confirm depth and velocity readings: Field crews descended into meter manholes to manually measure depths and velocities and compare the meter readings to confirm that they agreed. The site met the criteria for confirmation for depth and velocity unless noted otherwise in the site commentary section. They also measured silt levels, if any, in the inverts of the pipes. Silt areas were subtracted from flow areas to compute true areas of flow.

Confirm average velocities through cross-sectional velocity profiles: Since ADS velocity sensors measure peak velocity, field crews collected cross-sectional velocity profiles in order to develop a relationship between peak and average velocity in lines that meet the hydraulic criteria.

Upload and Review Data: Data collected from the monitors were uploaded and reviewed by a Data Analyst for completeness, outliers and deviations in the flow patterns, which indicate system anomalies or equipment failure.

Flow Quantification Methods

There are two main equations used to measure open channel flow: the **Continuity Equation** and the **Manning Equation**. The Continuity Equation, which is considered the most accurate, can be used if both depth of flow and velocity are available. In cases where velocity measurements are not available or not practical to obtain, the Manning Equation can be used to estimate velocity from the depth data based on certain physical characteristics of the pipe (i.e. the slope and roughness of the pipe being measured). However, the Manning equation assumes uniform, steady flow hydraulic conditions with non-varying roughness, which are typically invalid assumptions in most sanitary sewers. The Continuity Equation was used exclusively for this study.

Continuity Equation

The Continuity Equation states that the flow quantity (Q) is equal to the wetted area (A) multiplied by the average velocity (V) of the flow.

ORC_S10

Site Commentary

SITE INFORMATION

Pipe	Elliptical (9.75 in H x 9.5 in W)
Silt	0.00 (in)

OBSERVATIONS

This site functioned under normal conditions during the study period. No surcharge conditions were experienced at this location.

This site is located upstream of site ORC_S5B. A normal net flow was recorded between the sites.

5-min flow depth, velocity, and quantity data observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023**, along with observed minimum and maximum data, are provided in the following table.

Observed Flow Conditions			
Item	DFINAL (in)	VFINAL (ft/s)	QFINAL (MGD - Total MG)
Average	2.19	3.55	0.200
Minimum	1.33	1.00	0.044
Maximum	3.54	6.31	0.604
Min Time	03/30/2023 21:45:00	05/06/2023 22:40:00	05/07/2023 06:50:00
Max Time	03/23/2023 19:35:00	04/10/2023 20:35:00	04/10/2023 23:25:00

Based upon the quality and consistency of the observed flow depth and velocity data, the Continuity equation was used to calculate flow rate and quantities during the monitoring period.

Values in the Observed Flow Conditions and data on the graphical reports are based on the 5-min average.

DATA UPTIME

Data uptime observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023** is provided in the following table:

Percent Uptime	
DFINAL (in)	100
VFINAL (ft/s)	100
QFINAL (MGD - Total MG)	100

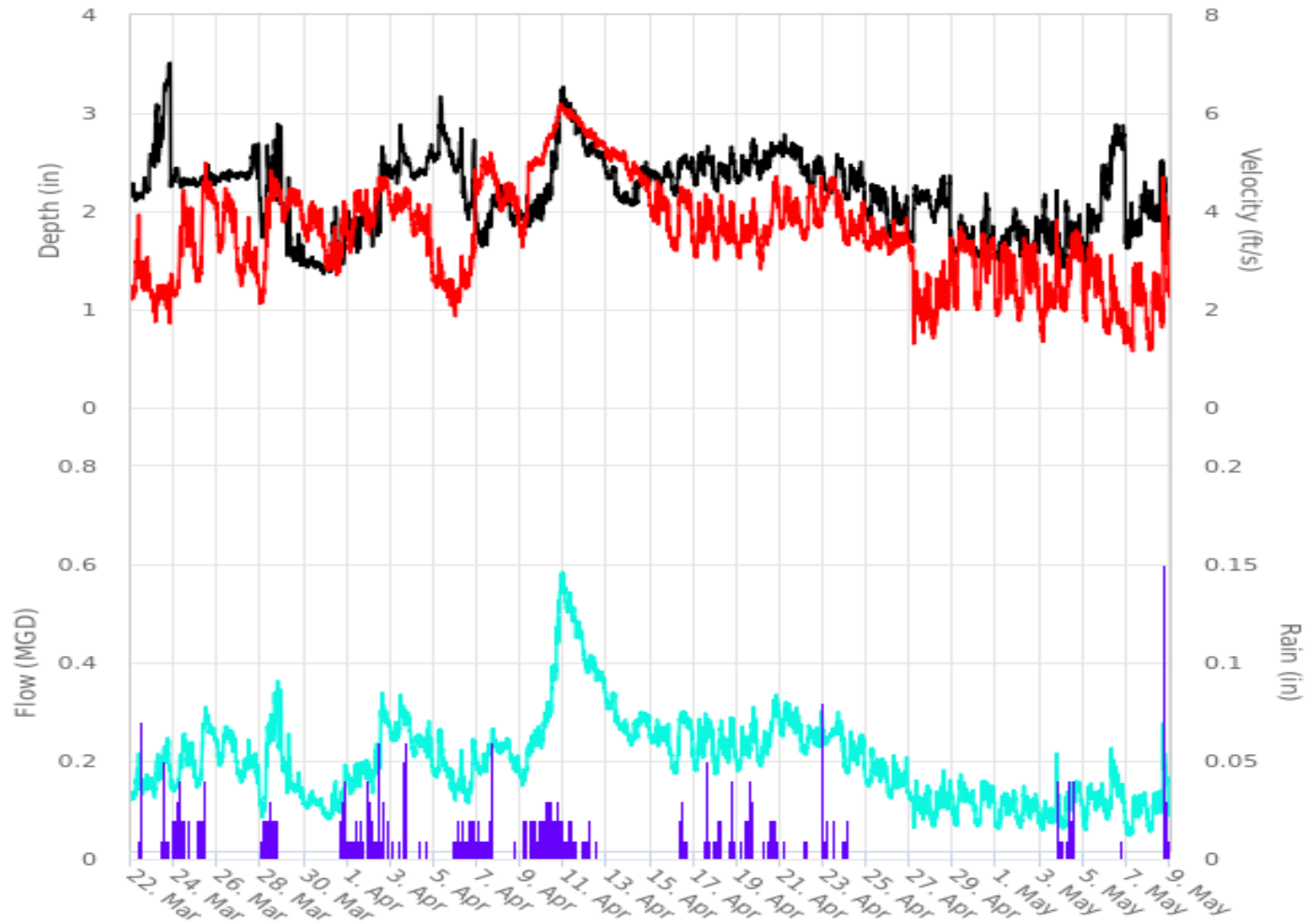
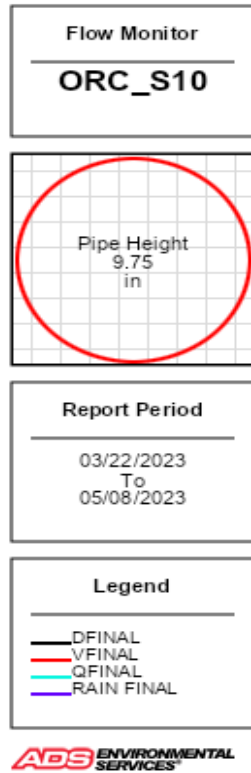
OregonCity.LES.TFM.OR23				Site Name	
Flow Monitoring Site Report				ORC_S10	
Site Address /Location:		Park Dr and Linn Ave		Monitor Series	Location Type
Site Access Details:		Off road cone around	Latitude: 45.3445061 Longitude: -122.6050458	TRITON+ Pipe Size (H x W) 9.75 X 9.50	Temporary Pipe Shape Elliptical
		Manhole #	System Characteristics		
		#10896	Commercial		
		Access	Traffic		
		Drive	Light		
					
		Installation Information			
		Installation Date: 3.20.23		Installation Type: Doppler Standard Ring and Crank	
		Monitoring Location (Sensors): Upstream 0-5 FT		Monitor Location: Manhole	
		Sensors / Devices: Peak Combo (CS4), Smart Depth (CS5)		Pressure Sensor Range (psi) 0 - 5 psi	
		Installation Confirmation:			
		Time 12:29:00 PM			
		Depth of Flow (Wet DOF) (in) 2.13			
		CS5 Physical Offset (in) 1.38		Measurement Confidence (in) 0.25"	
		Peak Velocity (fps) 4.05		Velocity Sensor Offset (in) N/A	
		Silt (in) 0		Silt Type	
		Manhole / Pipe Information:			
		Manhole Depth (Approx. FT): 8"		Manhole Configuration Single	
		Manhole Material: Concrete		Manhole Condition: Good	
		Manhole Opening Diameter (in) 24		Manhole Diameter (Approx.): 26	
		Manhole Cover Steel		Manhole Frame Normal	
		Active Connections Yes, Inside		Air Quality: Normal	
		Pipe Material Concrete		Pipe Condition: Good	
		Communication Information:			
		Communication Type Wireless		Antenna Location Manhole Pick / Vent Hole	
		Additional Site Info. / Comments:			
ADS Project Name:		OregonCity.LES.TFM.OR23			
ADS Project Number:		22910.11.325			

Additional Photos

Monitoring Point	Outlet	South Line (Side Line)
		
Top Down	Location	other line
		
other line	KEY	Sewer map
	→ Flow Direction ⊗ Monitoring Point	

Hydrograph Report

ORC_S10



Scattergraph Report

ORC_S10

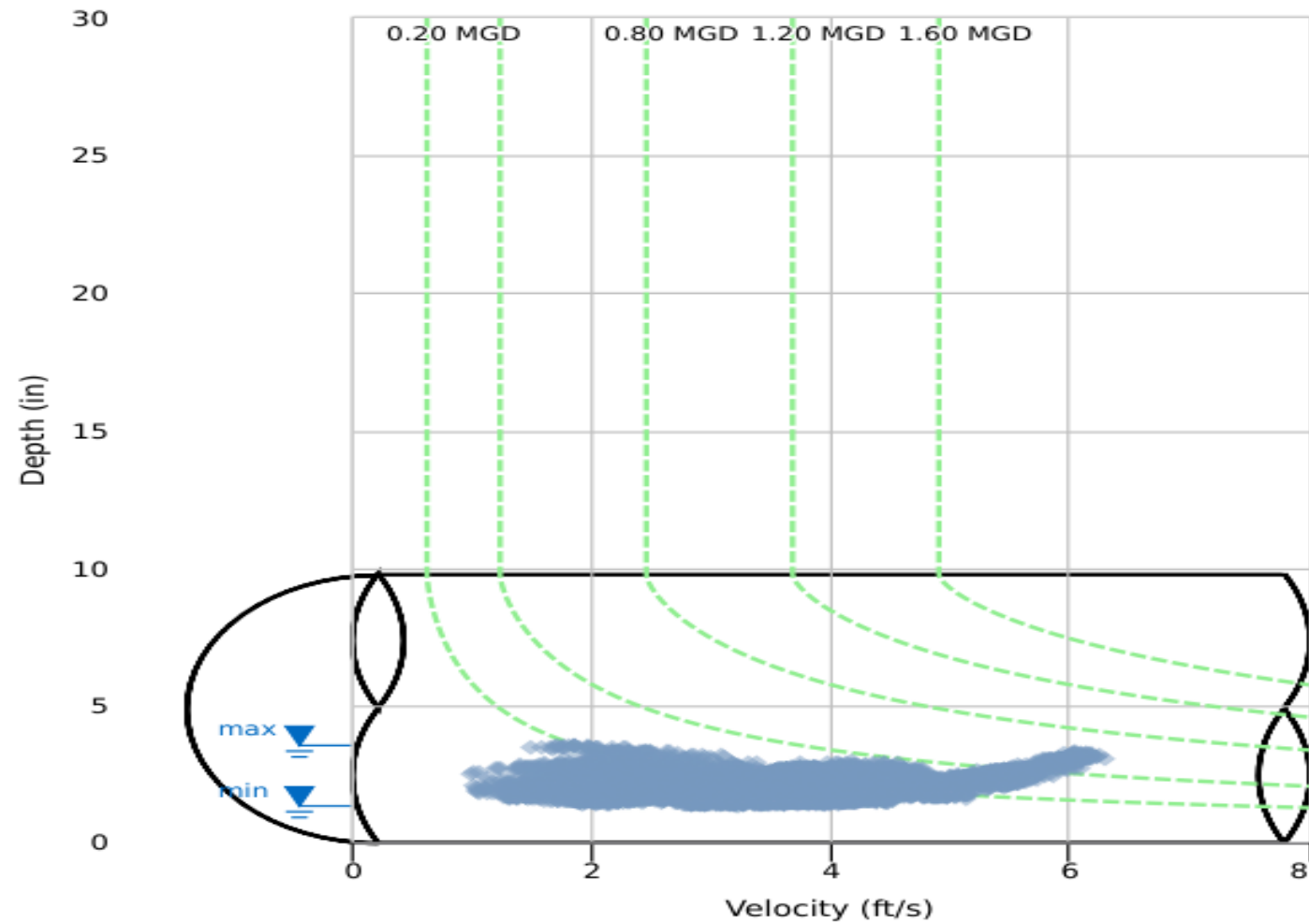
Flow Monitor
ORC_S10

Pipe Height
9.75
in

Report Period
03/22/2023
To
05/08/2023

Legend
○ DFINAL - VFINAL
- Iso-Q™
▼ Min-Max Depth

ADS ENVIRONMENTAL
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Daily Tabular Report

03/22/2023 00:00 - 05/08/2023 23:59

ORC_S10Pipe: Elliptical (9.75 in H x 9.5 in W), Silt0.00 in

		DFINAL (in)				VFINAL (ft/s)					QFINAL (MGD - Total MG)						RAIN FINAL (in)
Date	Time	Min	Time	Max	Avg	Time	Min	Time	Max	Avg	Time	Min	Time	Max	Avg	Total	Total
03/22/2023	05:05	2.09	21:15	2.61	2.25	02:55	2.05	08:35	4.22	2.62	02:25	0.112	08:35	0.233	0.149	0.149	0.16
03/23/2023	19:45	2.20	19:35	3.54	2.85	19:10	1.48	19:40	3.09	2.27	02:00	0.114	17:15	0.263	0.179	0.179	0.24
03/24/2023	07:30	2.22	03:15	2.45	2.31	01:00	2.10	10:30	4.58	3.35	02:05	0.133	11:20	0.264	0.198	0.198	0.34
03/25/2023	01:05	2.24	13:10	2.50	2.33	03:40	2.49	10:25	5.09	3.92	02:55	0.143	10:55	0.335	0.236	0.236	0.34
03/26/2023	02:25	2.27	13:35	2.43	2.36	22:45	2.63	08:30	4.59	3.73	22:40	0.164	08:30	0.275	0.228	0.228	-
03/27/2023	23:55	1.93	16:25	2.83	2.41	22:50	2.04	10:05	4.13	2.89	23:55	0.106	10:05	0.258	0.182	0.182	0.01
03/28/2023	01:55	1.72	22:10	2.96	2.25	01:50	2.01	10:50	5.88	3.87	01:50	0.079	18:15	0.372	0.228	0.228	0.63
03/29/2023	19:55	1.42	06:40	2.60	1.69	23:45	3.54	08:05	4.60	4.13	23:25	0.109	06:40	0.290	0.156	0.156	-
03/30/2023	21:45	1.33	09:05	1.55	1.45	23:50	2.95	08:55	4.47	3.71	21:45	0.086	09:00	0.142	0.113	0.113	-
03/31/2023	04:25	1.36	10:55	2.17	1.63	11:35	2.49	20:15	4.30	3.27	02:55	0.080	21:25	0.198	0.119	0.119	0.43
04/01/2023	10:55	1.55	22:30	2.04	1.85	01:40	3.09	20:55	4.54	3.89	04:55	0.126	22:30	0.215	0.168	0.168	0.28
04/02/2023	03:35	1.62	15:40	2.71	2.15	00:30	3.33	13:05	4.87	4.27	03:35	0.129	14:40	0.346	0.231	0.231	0.25
04/03/2023	07:00	2.27	10:45	2.89	2.49	06:00	3.08	16:40	4.60	4.15	06:00	0.189	11:10	0.337	0.272	0.272	0.23
04/04/2023	02:30	2.32	20:55	2.70	2.45	23:35	2.42	18:15	4.27	3.59	23:35	0.160	18:15	0.290	0.230	0.230	0.02
04/05/2023	23:00	2.38	06:50	3.19	2.68	23:45	1.74	06:00	3.39	2.51	23:45	0.112	06:50	0.286	0.184	0.184	0.05
04/06/2023	21:25	1.68	06:05	2.86	2.26	03:20	2.01	21:25	4.88	2.86	14:15	0.103	19:15	0.270	0.163	0.163	0.58
04/07/2023	05:45	1.62	18:10	2.18	1.90	23:40	4.15	14:45	5.29	4.76	03:25	0.168	16:20	0.272	0.213	0.213	0.33
04/08/2023	16:55	1.84	08:55	2.30	2.05	23:10	3.48	10:40	4.77	4.20	23:10	0.164	10:40	0.252	0.211	0.211	0.01
04/09/2023	09:20	1.83	20:05	2.21	1.99	01:50	3.10	16:25	5.18	4.52	01:50	0.142	19:45	0.283	0.218	0.218	0.49
04/10/2023	00:15	1.93	23:25	3.36	2.53	00:15	4.87	20:35	6.31	5.65	00:15	0.223	23:25	0.604	0.387	0.387	1.16
04/11/2023	13:25	2.62	01:15	3.23	2.92	23:50	5.51	00:00	6.18	5.89	23:55	0.395	00:00	0.576	0.485	0.485	0.18
04/12/2023	23:55	2.35	09:15	2.72	2.58	22:45	5.03	06:00	5.76	5.46	23:55	0.313	05:45	0.421	0.378	0.378	0.10
04/13/2023	09:20	2.04	08:10	2.49	2.24	23:15	4.74	05:20	5.35	5.10	22:20	0.247	08:10	0.352	0.289	0.289	-
04/14/2023	03:25	2.04	19:05	2.53	2.27	23:50	4.02	05:35	5.04	4.67	03:50	0.230	13:30	0.310	0.269	0.269	-
04/15/2023	23:55	2.23	19:15	2.56	2.37	23:45	3.26	12:20	4.71	4.08	23:45	0.187	07:45	0.290	0.250	0.250	-
04/16/2023	02:15	2.13	14:55	2.60	2.41	05:15	3.09	10:55	4.67	3.91	05:15	0.166	12:10	0.312	0.248	0.248	0.26
04/17/2023	23:30	2.22	15:15	2.78	2.46	02:00	2.95	12:50	4.41	3.65	23:20	0.169	12:45	0.303	0.237	0.237	0.17
04/18/2023	02:05	2.15	18:05	2.68	2.41	00:50	2.89	17:05	4.59	3.58	01:00	0.165	17:05	0.325	0.226	0.226	0.24
04/19/2023	01:35	2.27	17:45	2.80	2.47	01:40	2.92	16:15	4.42	3.54	01:40	0.170	18:20	0.318	0.231	0.231	0.21
04/20/2023	01:10	2.31	23:35	2.73	2.54	02:30	2.65	20:15	4.77	3.77	02:30	0.177	20:15	0.345	0.256	0.256	0.36
04/21/2023	22:05	2.43	04:40	2.91	2.61	23:55	3.42	09:30	4.62	3.97	23:55	0.218	06:20	0.332	0.278	0.278	0.01
04/22/2023	10:00	2.19	20:50	2.68	2.39	04:15	3.33	22:15	4.77	3.94	04:30	0.203	21:50	0.312	0.245	0.245	0.25
04/23/2023	23:50	2.15	15:25	2.67	2.32	23:20	3.33	09:50	4.76	4.22	23:25	0.179	16:10	0.309	0.251	0.251	0.11
04/24/2023	23:50	1.92	17:40	2.53	2.26	23:55	3.23	20:15	4.27	3.64	23:50	0.152	06:35	0.269	0.210	0.210	0.03
04/25/2023	23:40	1.77	11:45	2.31	2.08	00:20	3.07	07:05	4.12	3.43	23:35	0.132	17:25	0.235	0.176	0.176	-
04/26/2023	03:00	1.64	05:40	2.32	1.94	00:15	2.93	06:25	4.21	3.41	23:35	0.117	06:25	0.236	0.158	0.158	-
04/27/2023	03:20	1.67	06:40	2.31	2.08	04:10	1.24	00:00	3.39	2.25	03:55	0.062	06:40	0.183	0.113	0.113	-
04/28/2023	23:55	1.58	20:05	2.53	2.04	01:50	1.35	20:30	3.59	2.36	01:50	0.061	13:20	0.201	0.116	0.116	-
04/29/2023	02:50	1.53	13:40	2.03	1.70	02:15	1.84	08:15	3.75	3.11	02:15	0.062	08:15	0.177	0.120	0.120	-
04/30/2023	23:45	1.51	12:05	2.19	1.73	23:25	1.79	09:30	3.82	2.86	23:25	0.059	09:30	0.175	0.113	0.113	-
05/01/2023	02:50	1.49	20:10	2.10	1.71	00:20	1.60	08:40	3.48	2.65	00:20	0.054	19:55	0.152	0.103	0.103	-
05/02/2023	02:25	1.53	10:30	2.14	1.69	01:30	1.68	06:15	3.56	2.72	02:20	0.062	06:15	0.162	0.102	0.102	-
05/03/2023	23:25	1.49	18:50	2.37	1.77	03:25	1.04	18:45	4.00	2.27	03:25	0.046	18:50	0.241	0.091	0.091	0.10
05/04/2023	02:20	1.41	05:20	2.14	1.74	02:50	1.72	15:10	3.79	2.92	02:50	0.058	15:10	0.185	0.117	0.117	0.30
05/05/2023	03:20	1.43	23:00	2.63	1.91	23:00	1.56	09:10	3.45	2.60	02:25	0.055	21:00	0.165	0.117	0.117	-
05/06/2023	23:20	1.58	20:20	2.92	2.53	22:40	1.00	07:30	3.18	1.88	23:35	0.059	07:35	0.233	0.129	0.129	0.01
05/07/2023	01:40	1.61	20:15	2.39	1.88	04:15	1.07	15:25	3.69	2.07	06:50	0.044	15:25	0.174	0.093	0.093	-
05/08/2023	16:10	1.42	15:40	2.63	2.04	04:40	1.01	17:10	5.04	2.32	03:05	0.048	17:10	0.313	0.115	0.115	0.43

03/22/2023 00:00 - 05/08/2023 23:59

	DFINAL (in)	VFINAL (ft/s)	QFINAL (MGD - Total MG)	RAIN FINAL (in)
Total			9.583	8.31
Average	2.19	3.55	0.200	

ORC S12

Site Commentary

SITE INFORMATION

Pipe	Elliptical (24 in H x 24.5 in W)
Silt	0.00 (in)

OBSERVATIONS

This site functioned under normal conditions during the study period. No surcharge conditions were experienced at this location.

5-min flow depth, velocity, and quantity data observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023**, along with observed minimum and maximum data, are provided in the following table.

Observed Flow Conditions			
Item	DFINAL (in)	VFINAL (ft/s)	QFINAL (MGD - Total MG)
Average	5.09	5.33	1.765
Minimum	2.64	4.21	0.522
Maximum	8.56	7.06	4.580
Min Time	05/08/2023 02:55:00	05/08/2023 02:55:00	05/08/2023 02:55:00
Max Time	04/11/2023 00:30:00	04/11/2023 02:50:00	04/11/2023 00:30:00

Based upon the quality and consistency of the observed flow depth and velocity data, the Continuity equation was used to calculate flow rate and quantities during the monitoring period.

Values in the Observed Flow Conditions and data on the graphical reports are based on the 5-min average.

DATA UPTIME

Data uptime observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023** is provided in the following table:

Percent Uptime	
DFINAL (in)	100
VFINAL (ft/s)	100
QFINAL (MGD - Total MG)	100

OregonCity.LES.TFM.OR23						Site Name	
Flow Monitoring Site Report						ORC_S12	

Site Address /Location:		409 Barker Ave		Monitor Series		Location Type	
				TRITON+		Temporary	
Site Access Details:		located behind gate on side of 409		Latitude:		45.3436399	
				Longitude:		-122.6172411	
				Pipe Size (H x W)		Pipe Shape	
				24.00 X 24.50		Elliptical	



Manhole #	System Characteristics
11243	Residential
Access	Traffic
Drive	None





Installation Information	
Installation Date:	Installation Type:
3.20.23	Doppler Standard Ring and Crank
Monitoring Location (Sensors):	Monitor Location:
Upstream 0-5 FT	Manhole
Sensors / Devices:	Pressure Sensor Range (psi)
Peak Combo (CS4), Smart Depth (CS5)	0 - 5 psi
Installation Confirmation:	
Confirmation Time:	Pipe Size (HxW)
2:03:00 PM	24.00 X 24.50
Depth of Flow (Wet DOF) (in)	Range (Air DOF) (in)
4.25	
CS5 Physical Offset (in)	Measurement Confidence (in)
1.38	0.25"
Peak Velocity (fps)	Velocity Sensor Offset (in)
6.04	
Silt (in)	Silt Type
0	
Hydraulic Comments:	
Manhole / Pipe Information:	
Manhole Depth (Approx. FT):	Manhole Configuration
12"	Single
Manhole Material:	Manhole Condition:
Concrete	Good
Manhole Opening Diameter (in)	Manhole Diameter (Approx.):
24	26
Manhole Cover	Manhole Frame
Vented	Normal
Active Drop Connections	Air Quality:
No	
Pipe Material	Pipe Condition:
Concrete	Good
Communication Information:	
Communication Type	Antenna Location
Wireless	Drilled Pavement / Concrete
Additional Site Info. / Comments:	



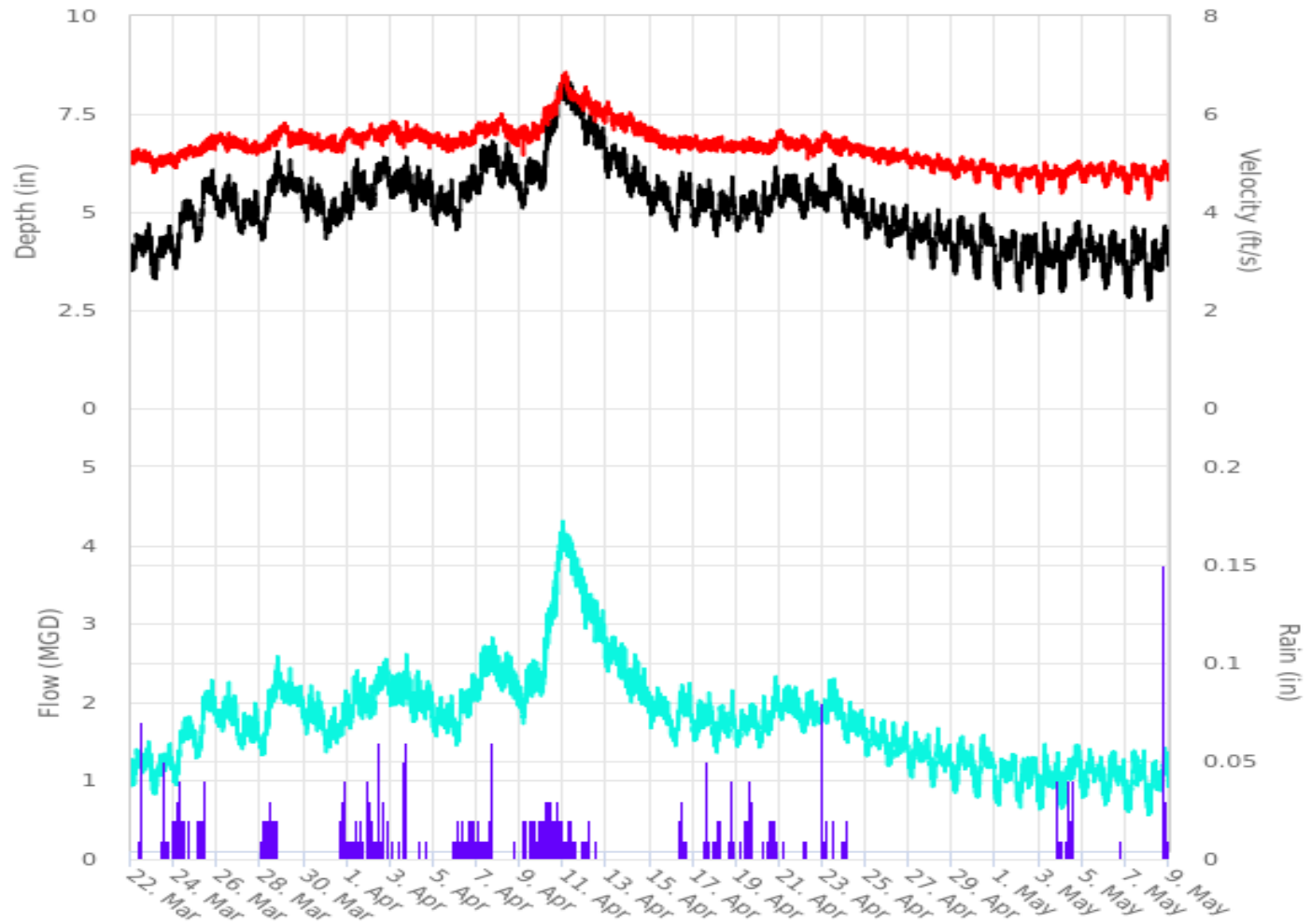
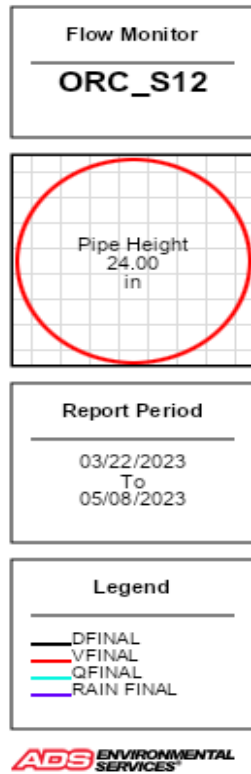
ADS Project Name:	OregonCity.LES.TFM.OR23
ADS Project Number:	22910.11.325

Additional Photos

Monitoring Point 	Outlet 	Side line 
Top Down 	Location 	Sewer Map 
	→ Flow Direction ⊗ Monitoring Point	

Hydrograph Report

ORC_S12



Scattergraph Report

ORC_S12

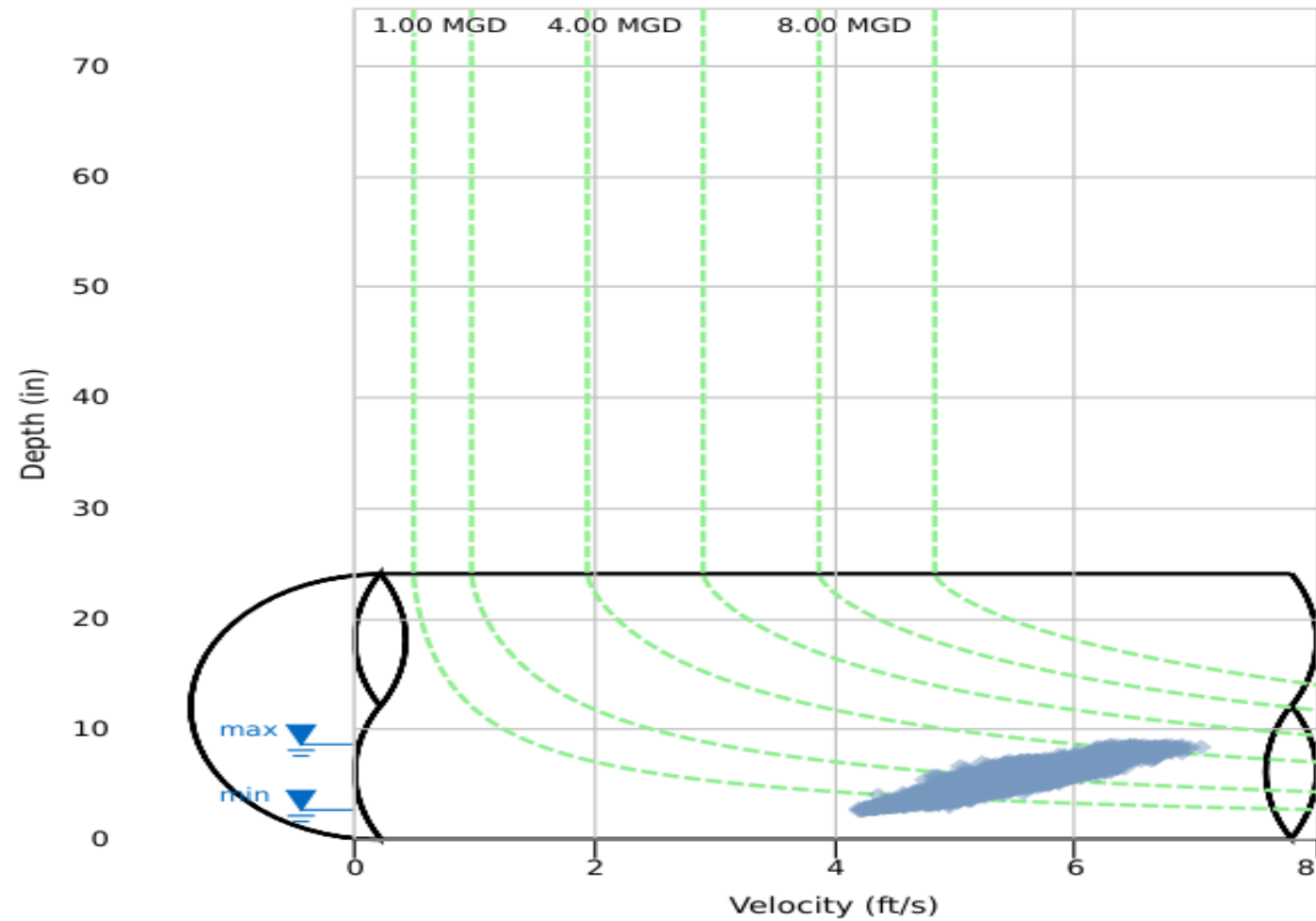
Flow Monitor
ORC_S12

Pipe Height
24.00
in

Report Period
03/22/2023
To
05/08/2023

Legend
○ DFINAL - VFINAL
- Iso-Q™
▼ Min-Max Depth

ADS ENVIRONMENTAL
SERVICES



Daily Tabular Report

03/22/2023 00:00 - 05/08/2023 23:59

ORC_S12Pipe: Elliptical (24 in H x 24.5 in W), Silt0.00 in

		DFINAL (in)				VFINAL (ft/s)					QFINAL (MGD - Total MG)						RAIN FINAL (in)
Date	Time	Min	Time	Max	Avg	Time	Min	Time	Max	Avg	Time	Min	Time	Max	Avg	Total	Total
03/22/2023	23:55	3.25	19:25	5.42	4.08	23:25	4.75	01:05	5.59	5.11	23:30	0.806	19:25	1.818	1.203	1.203	0.16
03/23/2023	01:30	3.14	19:00	5.40	4.03	09:25	4.73	19:40	5.43	5.04	03:00	0.760	19:40	1.804	1.164	1.164	0.24
03/24/2023	01:00	3.40	12:50	6.04	4.69	01:00	4.78	23:55	5.65	5.18	01:00	0.859	12:50	2.243	1.489	1.489	0.34
03/25/2023	03:10	3.96	18:55	6.87	5.26	11:25	4.97	13:40	5.80	5.35	03:10	1.130	18:55	2.661	1.813	1.813	0.34
03/26/2023	23:15	4.41	10:45	6.67	5.25	09:05	5.01	03:15	5.97	5.44	23:00	1.377	17:50	2.634	1.829	1.829	-
03/27/2023	23:55	4.11	08:15	6.40	4.88	08:35	5.02	03:00	5.80	5.32	23:55	1.199	17:40	2.459	1.612	1.612	0.01
03/28/2023	01:00	4.03	17:30	7.15	5.44	02:45	5.04	17:20	5.98	5.47	01:05	1.164	17:30	2.902	1.945	1.945	0.63
03/29/2023	23:35	4.64	08:20	6.84	5.67	15:35	5.06	01:10	6.12	5.55	23:35	1.517	08:20	2.749	2.084	2.084	-
03/30/2023	23:15	4.31	06:30	6.66	5.22	21:00	4.95	08:10	5.82	5.42	23:45	1.294	06:30	2.696	1.810	1.810	-
03/31/2023	02:20	4.15	21:45	6.69	4.95	14:45	5.00	10:10	5.87	5.40	02:20	1.234	21:45	2.674	1.676	1.676	0.43
04/01/2023	03:50	4.53	18:20	7.08	5.48	17:05	5.12	02:20	5.96	5.55	03:15	1.461	18:20	2.900	1.986	1.986	0.28
04/02/2023	01:25	4.78	21:35	7.24	5.80	10:25	5.11	23:30	6.08	5.61	01:25	1.579	21:35	3.052	2.177	2.177	0.25
04/03/2023	01:55	4.90	09:15	7.15	5.75	14:50	5.15	03:10	6.18	5.62	23:40	1.626	09:15	2.993	2.153	2.153	0.23
04/04/2023	23:00	4.57	19:30	7.07	5.48	19:37	5.12	09:25	5.94	5.54	22:45	1.438	19:30	2.787	1.983	1.983	0.02
04/05/2023	23:30	4.36	08:50	6.37	5.16	10:40	4.91	04:00	5.99	5.42	22:40	1.315	08:50	2.479	1.780	1.780	0.05
04/06/2023	01:45	4.30	19:05	6.96	5.44	05:10	5.06	23:55	5.90	5.47	01:40	1.317	19:05	2.821	1.939	1.939	0.58
04/07/2023	00:45	5.21	09:40	7.18	6.21	17:20	5.19	22:10	6.12	5.69	00:45	1.838	09:40	3.032	2.427	2.427	0.33
04/08/2023	23:05	5.07	08:45	7.11	5.98	21:00	5.21	03:00	6.25	5.65	23:05	1.677	09:10	2.955	2.282	2.282	0.01
04/09/2023	03:00	4.78	10:55	6.87	5.78	03:40	4.97	01:25	6.06	5.61	03:30	1.524	10:55	2.782	2.162	2.162	0.49
04/10/2023	00:20	5.30	20:25	8.51	7.19	00:20	5.28	23:30	6.88	6.15	00:20	1.796	23:30	4.421	3.232	3.232	1.16
04/11/2023	23:10	6.63	00:30	8.56	7.81	22:15	5.82	02:50	7.06	6.42	23:10	2.828	00:30	4.580	3.760	3.760	0.18
04/12/2023	23:45	5.73	09:35	7.69	6.94	22:10	5.61	01:00	6.66	6.12	23:45	2.231	00:25	3.777	3.045	3.045	0.10
04/13/2023	23:50	5.18	07:15	7.27	6.25	17:15	5.35	02:55	6.38	5.90	23:50	1.819	04:30	3.203	2.541	2.541	-
04/14/2023	23:30	4.86	07:25	7.00	5.74	19:05	5.22	00:35	6.35	5.72	23:30	1.629	00:20	3.046	2.185	2.185	-
04/15/2023	23:00	4.53	16:05	6.50	5.35	23:15	4.99	04:25	5.90	5.48	23:00	1.406	09:35	2.536	1.895	1.895	-
04/16/2023	03:15	4.29	17:45	6.59	5.29	11:15	4.98	02:25	5.81	5.41	04:25	1.304	10:30	2.642	1.840	1.840	0.26
04/17/2023	23:45	4.34	07:25	6.55	5.14	07:30	4.93	03:15	5.87	5.37	23:55	1.319	06:00	2.493	1.756	1.756	0.17
04/18/2023	01:25	4.20	19:25	6.44	5.06	20:35	4.99	05:35	5.73	5.34	01:25	1.242	19:25	2.442	1.705	1.705	0.24
04/19/2023	02:55	4.25	08:30	6.36	5.08	05:05	5.04	22:55	5.68	5.34	02:55	1.273	08:30	2.319	1.715	1.715	0.21
04/20/2023	01:25	4.26	20:05	6.91	5.26	08:50	4.97	22:25	5.89	5.36	01:25	1.266	20:05	2.785	1.809	1.809	0.36
04/21/2023	23:40	4.62	11:45	6.72	5.48	10:15	5.05	03:10	5.87	5.43	23:40	1.440	14:40	2.590	1.940	1.940	0.01
04/22/2023	04:30	4.55	12:10	6.59	5.32	13:30	4.76	02:05	5.91	5.34	04:30	1.419	17:30	2.483	1.831	1.831	0.25
04/23/2023	04:25	4.71	11:20	6.88	5.49	14:30	4.85	03:10	5.93	5.42	21:50	1.480	15:15	2.760	1.940	1.940	0.11
04/24/2023	23:25	4.34	11:05	6.15	5.07	21:15	4.89	00:05	5.76	5.30	23:25	1.302	11:05	2.291	1.698	1.698	0.03
04/25/2023	23:55	3.94	08:10	6.06	4.77	14:30	4.68	02:55	5.60	5.20	23:55	1.088	17:40	2.134	1.527	1.527	-
04/26/2023	23:40	3.83	06:30	6.20	4.62	23:05	4.79	00:15	5.52	5.14	23:40	1.030	06:30	2.339	1.444	1.444	-
04/27/2023	23:35	3.59	19:45	5.76	4.42	15:10	4.56	03:30	5.39	5.04	23:55	0.908	21:10	2.002	1.332	1.332	-
04/28/2023	01:50	3.46	07:55	5.76	4.29	11:25	4.63	07:55	5.38	4.97	01:50	0.873	07:55	2.056	1.258	1.258	-
04/29/2023	02:40	3.32	09:20	5.95	4.19	03:10	4.57	10:30	5.35	4.90	03:10	0.803	09:20	2.078	1.202	1.202	-
04/30/2023	03:05	3.17	08:55	5.89	4.11	03:05	4.49	09:50	5.27	4.85	03:05	0.728	08:55	2.002	1.159	1.159	-
05/01/2023	03:40	3.01	19:35	5.35	3.95	01:00	4.38	14:35	5.30	4.79	03:40	0.662	19:35	1.719	1.081	1.081	-
05/02/2023	03:40	2.90	16:45	5.46	3.86	03:25	4.35	13:05	5.33	4.76	03:40	0.623	16:45	1.836	1.040	1.040	-
05/03/2023	02:05	2.74	21:20	5.69	3.80	03:45	4.28	14:05	5.17	4.74	02:05	0.563	21:20	1.918	1.014	1.014	0.10
05/04/2023	01:45	2.78	19:25	5.36	3.98	01:45	4.27	18:45	5.26	4.81	01:45	0.569	16:15	1.764	1.100	1.100	0.30
05/05/2023	02:05	3.11	08:25	5.71	3.95	07:05	4.36	19:50	5.28	4.83	03:25	0.709	08:25	1.882	1.087	1.087	-
05/06/2023	03:05	2.85	09:30	5.54	3.82	04:05	4.32	22:05	5.31	4.79	04:05	0.606	12:45	1.914	1.031	1.031	0.01
05/07/2023	03:40	2.68	10:50	5.72	3.80	03:40	4.25	12:00	5.28	4.76	03:40	0.539	10:50	1.932	1.019	1.019	-
05/08/2023	02:55	2.64	09:50	5.33	3.80	01:35	4.21	21:00	5.25	4.75	02:55	0.522	09:50	1.772	1.020	1.019	0.43

03/22/2023 00:00 - 05/08/2023 23:59

	DFINAL (in)	VFINAL (ft/s)	QFINAL (MGD - Total MG)	RAIN FINAL (in)
Total			84.718	8.31
Average	5.09	5.33	1.765	

ORC_S5B
Site Commentary

Corrected:
Site 8

SITE INFORMATION

Pipe	Circular (18 in H x 18 in W)
Silt	0.00 (in)

OBSERVATIONS

This site functioned under normal conditions during the study period. No surcharge conditions were experienced at this location.

This site is located downstream of site ORC_S10. A normal net flow was recorded between the sites.

5-min flow depth, velocity, and quantity data observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023**, along with observed minimum and maximum data, are provided in the following table.

Observed Flow Conditions			
Item	DFINAL (in)	VFINAL (ft/s)	QFINAL (MGD - Total MG)
Average	4.18	4.19	0.886
Minimum	2.44	2.96	0.279
Maximum	8.06	6.05	2.999
Min Time	05/07/2023 03:20:00	05/08/2023 03:00:00	05/08/2023 03:00:00
Max Time	04/10/2023 21:05:00	04/10/2023 21:05:00	04/10/2023 21:05:00

Based upon the quality and consistency of the observed flow depth and velocity data, the Continuity equation was used to calculate flow rate and quantities during the monitoring period.

Values in the Observed Flow Conditions and data on the graphical reports are based on the 5-min average.

DATA UPTIME

Data uptime observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023** is provided in the following table:

Percent Uptime	
DFINAL (in)	100
VFINAL (ft/s)	100
QFINAL (MGD - Total MG)	100

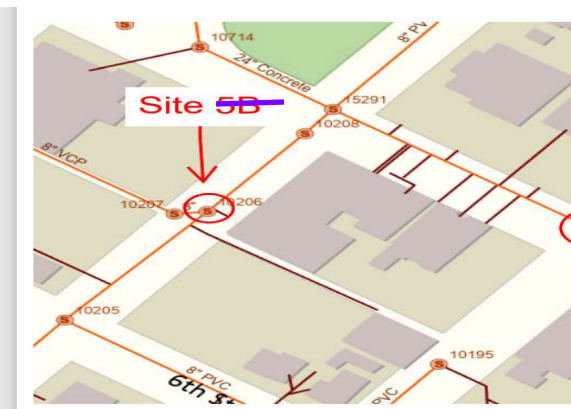
OregonCity.LES.TFM.OR23						Corrected: Site 8		Site Name	
Flow Monitoring Site Report						ORC_55B			

Site Address /Location:		502 7th St		Monitor Series		Location Type	
				TRITON+		Temporary	
Site Access Details:		middle of road barricade around		Pipe Size (H x W)		Pipe Shape	
				18 X 18		Circular	
Latitude:		45.356434		Manhole #		System Characteristics	
Longitude:		-122.6063265		10206		Residential	
				Access		Traffic	
				Drive		Medium	

Installation Information	
Installation Date:	Installation Type:
3.20.23	Doppler Standard Ring and Crank
Monitoring Location (Sensors):	Monitor Location:
Upstream 0-5 FT	Manhole
Sensors / Devices:	Pressure Sensor Range (psi)
Peak Combo (CS4), Smart Depth (CS5)	0 - 5 psi
Installation Confirmation:	
Confirmation Time:	Pipe Size (HxW)
10:51:00 AM	18 X 18
Depth of Flow (Wet DOF) (in)	Range (Air DOF) (in)
3.50	
CS5 Physical Offset (in)	Measurement Confidence (in)
1.38	0.25"
Peak Velocity (fps)	Velocity Sensor Offset (in)
4.67	
Silt (in)	Silt Type
0	
Hydraulic Comments:	
Manhole / Pipe Information:	
Manhole Depth (Approx. FT):	Manhole Configuration
12"	Single
Manhole Material:	Manhole Condition:
Concrete	Good
Manhole Opening Diameter (in)	Manhole Diameter (Approx.):
24	26
Manhole Cover	Manhole Frame
Vented	Normal
Active Drop Connections	Air Quality:
No	
Pipe Material	Pipe Condition:
PVC	Good
Communication Information:	
Communication Type	Antenna Location
Wireless	Manhole Pick / Vent Hole
Additional Site Info. / Comments:	

ADS Project Name:	OregonCity.LES.TFM.OR23
ADS Project Number:	22910.11.325

Additional Photos

Monitoring Point 	Outlet 	Side line 
Top Down 	Location 	Sewer Map 
→ Flow Direction ⊗ Monitoring Point		

Hydrograph Report

ORC_S5B

Corrected:
Site 8

Flow Monitor

ORC_S5B

Pipe Height
18.00
in

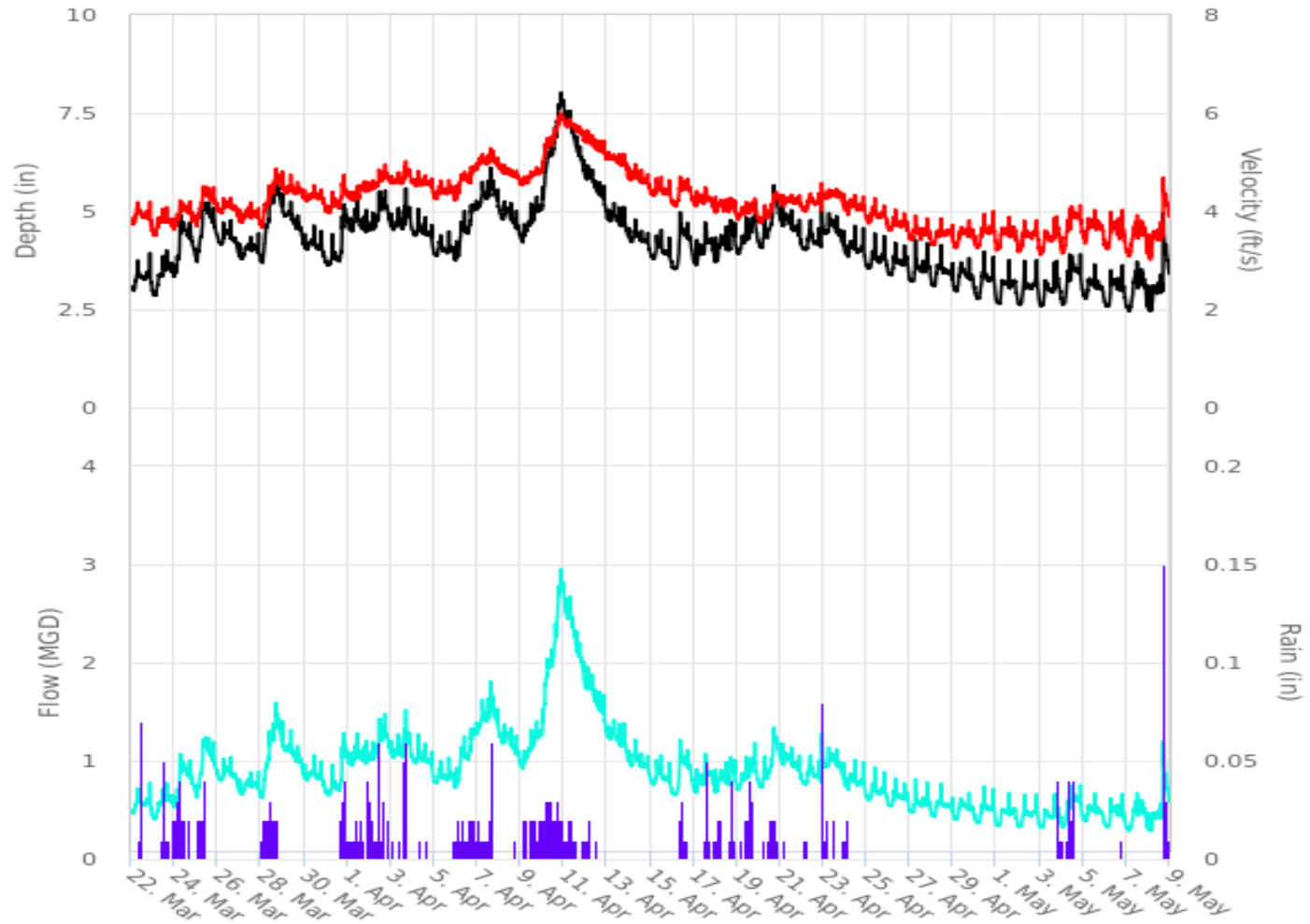
Report Period

03/22/2023
To
05/08/2023

Legend

- DFINAL
- VFINAL
- QFINAL
- RAIN FINAL

ADS ENVIRONMENTAL
SERVICES



Scattergraph Report

ORC_S5B

Corrected:
Site 8

Flow Monitor

ORC_S5B

Pipe Height
18.00
in

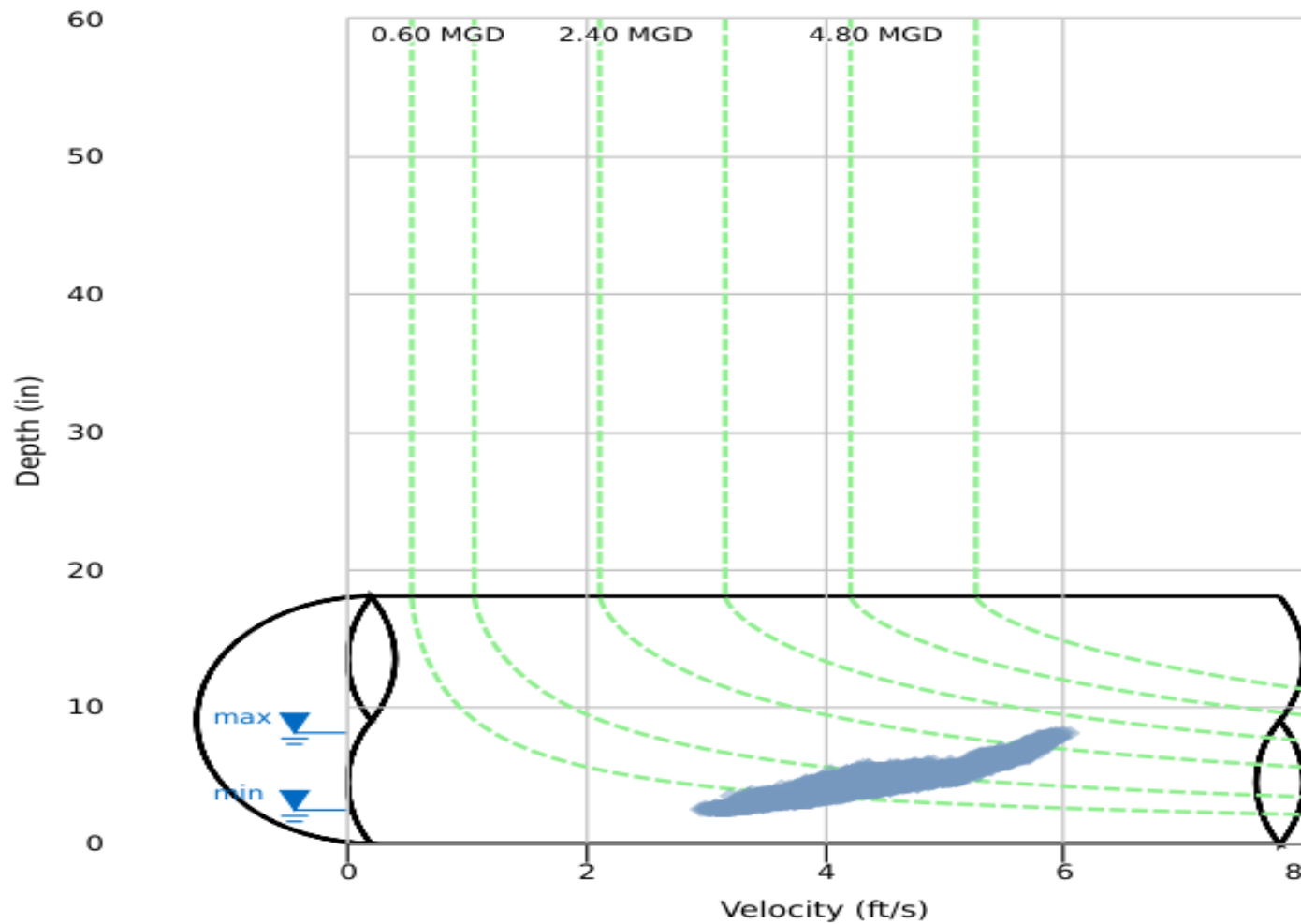
Report Period

03/22/2023
To
05/08/2023

Legend

- DFINAL - VFINAL
- Iso-Q™
- Min-Max Depth

ADS ENVIRONMENTAL
SERVICES



Note: data associated with 5B is actually flow from basin historically called 8. We will be referring to the basin as 8 in our model and documentation.

Daily Tabular Report

Corrected:
Site 8

03/22/2023 00:00 - 05/08/2023 23:59

ORC_S5BPipe: Elliptical (18 in H x 18 in W), Silt0.00 in

		DFINAL (in)					VFINAL (ft/s)					QFINAL (MGD - Total MG)						RAIN FINAL (in)
Date	Time	Min	Time	Max	Avg		Time	Min	Time	Max	Avg	Time	Min	Time	Max	Avg	Total	Total
03/22/2023	03:10	2.96	07:30	4.00	3.27		23:30	3.56	07:25	4.32	3.90	23:30	0.441	07:30	0.813	0.555	0.555	0.16
03/23/2023	02:40	2.84	15:25	4.15	3.37		03:00	3.45	11:20	4.17	3.75	03:00	0.402	15:25	0.811	0.559	0.559	0.24
03/24/2023	02:25	3.42	06:30	5.01	4.20		20:00	3.63	06:30	4.31	3.96	02:45	0.552	06:30	1.118	0.807	0.807	0.34
03/25/2023	01:15	3.70	14:25	5.33	4.64		01:15	3.65	07:30	4.57	4.20	01:15	0.618	14:25	1.290	0.988	0.988	0.34
03/26/2023	23:55	3.85	14:45	4.85	4.29		23:55	3.78	14:40	4.43	4.07	23:55	0.678	14:40	1.086	0.851	0.851	-
03/27/2023	23:50	3.72	12:45	4.63	4.01		22:25	3.68	12:40	4.32	3.91	23:30	0.630	12:45	0.994	0.742	0.742	0.01
03/28/2023	02:05	3.66	17:00	6.02	4.95		01:30	3.59	16:55	5.04	4.34	01:30	0.609	17:00	1.648	1.126	1.126	0.63
03/29/2023	23:55	4.12	09:10	5.33	4.74		23:50	4.22	09:05	4.82	4.43	23:50	0.837	09:10	1.360	1.065	1.065	-
03/30/2023	23:50	3.70	10:50	4.75	4.10		23:55	3.99	10:45	4.68	4.29	23:55	0.677	10:45	1.112	0.841	0.841	-
03/31/2023	03:05	3.60	20:15	5.19	4.07		03:10	3.89	20:10	4.85	4.21	03:10	0.640	20:10	1.317	0.825	0.825	0.43
04/01/2023	20:35	4.44	11:20	5.47	4.69		07:50	4.14	18:40	4.72	4.39	04:55	0.937	11:20	1.354	1.041	1.041	0.28
04/02/2023	00:40	4.50	11:45	5.67	4.90		00:55	4.38	18:00	5.02	4.63	00:25	0.982	18:05	1.524	1.169	1.169	0.25
04/03/2023	23:55	4.51	16:45	5.66	4.76		02:50	4.50	16:40	5.11	4.68	02:50	1.012	16:40	1.557	1.134	1.134	0.23
04/04/2023	23:55	3.95	06:35	5.20	4.45		23:05	4.32	06:35	4.96	4.58	23:55	0.804	06:35	1.357	1.007	1.007	0.02
04/05/2023	23:55	3.73	07:30	4.64	4.01		23:45	4.18	16:35	4.75	4.40	23:50	0.715	07:30	1.082	0.835	0.835	0.05
04/06/2023	00:00	3.73	23:00	5.49	4.59		00:15	4.20	22:55	5.11	4.67	00:15	0.720	23:00	1.496	1.079	1.079	0.58
04/07/2023	01:10	5.07	14:45	6.18	5.42		23:55	4.80	14:35	5.43	5.03	01:05	1.278	14:35	1.862	1.460	1.460	0.33
04/08/2023	23:55	4.37	06:40	5.44	4.83		23:00	4.54	03:00	5.01	4.79	23:45	0.978	06:40	1.458	1.181	1.181	0.01
04/09/2023	02:50	4.19	18:15	5.55	4.76		08:40	4.30	18:15	4.97	4.72	02:55	0.914	18:15	1.489	1.142	1.142	0.49
04/10/2023	00:30	5.12	21:05	8.06	6.73		01:05	4.79	21:05	6.05	5.52	00:00	1.297	21:05	2.999	2.173	2.173	1.16
04/11/2023	23:55	5.89	00:00	7.90	6.84		23:05	5.30	07:00	5.95	5.70	23:55	1.738	00:00	2.853	2.276	2.276	0.18
04/12/2023	23:55	4.88	02:25	6.29	5.60		22:55	4.98	02:25	5.71	5.33	23:55	1.261	02:25	2.031	1.620	1.620	0.10
04/13/2023	23:15	4.36	08:00	5.41	4.75		22:50	4.57	02:10	5.29	5.02	22:50	0.983	08:00	1.516	1.212	1.212	-
04/14/2023	23:55	3.95	07:20	4.86	4.31		23:55	4.42	00:10	5.11	4.68	23:55	0.822	07:20	1.239	0.983	0.983	-
04/15/2023	23:55	3.64	12:25	4.60	3.98		23:50	4.17	07:15	4.75	4.42	23:55	0.694	12:20	1.079	0.829	0.829	-
04/16/2023	03:45	3.52	09:05	5.09	4.10		04:20	4.05	09:05	4.82	4.37	04:20	0.643	09:05	1.277	0.863	0.863	0.26
04/17/2023	03:25	3.63	12:45	4.75	4.03		22:00	3.96	03:55	4.50	4.21	03:25	0.670	12:45	1.084	0.805	0.805	0.17
04/18/2023	00:20	3.69	21:40	4.93	4.17		09:25	3.82	17:05	4.38	4.10	01:10	0.665	17:05	1.100	0.825	0.825	0.24
04/19/2023	02:00	3.89	19:50	5.38	4.37		01:40	3.65	19:50	4.34	4.00	01:40	0.675	19:50	1.245	0.859	0.859	0.21
04/20/2023	02:40	4.06	17:20	5.70	4.67		02:55	3.70	20:15	4.47	4.05	02:30	0.717	17:20	1.355	0.961	0.961	0.36
04/21/2023	23:25	4.15	02:55	5.30	4.65		04:00	3.98	12:30	4.42	4.21	23:25	0.812	02:50	1.221	0.984	0.984	0.01
04/22/2023	04:55	4.00	22:35	5.36	4.28		21:25	3.90	22:20	4.63	4.18	04:50	0.753	22:35	1.308	0.873	0.873	0.25
04/23/2023	23:55	3.95	06:20	5.09	4.51		23:30	3.99	14:30	4.57	4.31	23:55	0.745	14:30	1.213	0.967	0.967	0.11
04/24/2023	23:55	3.62	11:05	4.75	4.02		18:05	3.77	20:10	4.45	4.08	23:30	0.635	11:05	1.052	0.778	0.778	0.03
04/25/2023	23:55	3.42	19:15	4.59	3.76		23:25	3.60	09:05	4.30	3.90	23:55	0.550	19:15	0.974	0.675	0.675	-
04/26/2023	23:55	3.25	07:55	4.43	3.65		23:35	3.36	17:40	4.16	3.72	23:55	0.482	07:55	0.903	0.619	0.619	-
04/27/2023	03:15	3.20	06:05	4.41	3.51		12:25	3.20	06:00	4.02	3.56	23:40	0.460	06:05	0.869	0.559	0.559	-
04/28/2023	02:30	3.08	10:35	4.31	3.42		02:10	3.25	10:35	3.96	3.52	02:10	0.425	10:35	0.833	0.534	0.534	-
04/29/2023	04:05	2.95	17:55	3.97	3.30		03:00	3.21	17:50	3.93	3.50	03:00	0.394	17:50	0.721	0.505	0.505	-
04/30/2023	23:55	2.72	10:35	4.11	3.16		23:55	3.20	10:30	4.05	3.53	23:55	0.347	10:35	0.790	0.481	0.481	-
05/01/2023	03:20	2.63	14:05	3.88	3.04		00:05	3.15	14:05	3.93	3.51	03:25	0.334	14:05	0.712	0.451	0.451	-
05/02/2023	02:05	2.60	07:00	3.87	3.02		00:25	3.01	06:55	3.94	3.47	00:25	0.314	07:00	0.708	0.441	0.441	-
05/03/2023	01:10	2.57	19:00	3.82	2.99		00:55	3.07	19:05	3.97	3.45	00:55	0.311	19:00	0.699	0.433	0.433	0.10
05/04/2023	02:35	2.61	09:10	4.04	3.26		00:50	3.07	11:25	4.20	3.69	02:30	0.320	21:05	0.791	0.529	0.529	0.30
05/05/2023	23:55	2.73	12:50	3.74	3.05		02:25	3.19	12:45	4.23	3.66	23:55	0.356	12:45	0.724	0.470	0.470	-
05/06/2023	02:20	2.57	07:00	3.81	2.98		23:45	3.17	07:00	4.18	3.55	03:25	0.321	07:00	0.737	0.443	0.443	0.01
05/07/2023	03:20	2.44	12:10	3.96	2.99		02:45	3.03	12:05	4.10	3.47	03:20	0.287	12:10	0.751	0.439	0.439	-
05/08/2023	01:45	2.46	17:25	5.18	3.20		03:00	2.96	17:25	4.83	3.65	03:00	0.279	17:25	1.314	0.521	0.521	0.43

03/22/2023 00:00 - 05/08/2023 23:59

	DFINAL (in)	VFINAL (ft/s)	QFINAL (MGD - Total MG)	RAIN FINAL (in)
Total			42.512	8.31
Average	4.18	4.19	0.886	

ORC ~~S8~~
Site Commentary

Corrected:
Site 5B

SITE INFORMATION

Pipe	Circular (12 in H x 12 in W)
Silt	0.00 (in)

OBSERVATIONS

This site functioned under normal conditions during the study period. No surcharge conditions were experienced at this location.

5-min flow depth, velocity, and quantity data observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023**, along with observed minimum and maximum data, are provided in the following table.

Observed Flow Conditions			
Item	DFINAL (in)	VFINAL (ft/s)	QFINAL (MGD - Total MG)
Average	2.09	7.14	0.448
Minimum	0.78	2.93	0.044
Maximum	3.25	11.15	1.228
Min Time	05/06/2023 02:35:00	05/08/2023 03:05:00	05/06/2023 02:35:00
Max Time	04/10/2023 20:05:00	04/10/2023 19:50:00	04/10/2023 19:50:00

Based upon the quality and consistency of the observed flow depth and velocity data, the Continuity equation was used to calculate flow rate and quantities during the monitoring period.

Values in the Observed Flow Conditions and data on the graphical reports are based on the 5-min average.

DATA UPTIME

Data uptime observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023** is provided in the following table:

Percent Uptime	
DFINAL (in)	100
VFINAL (ft/s)	100
QFINAL (MGD - Total MG)	100

OregonCity.LES.TFM.OR23



Site Name

Corrected:
Site 5B

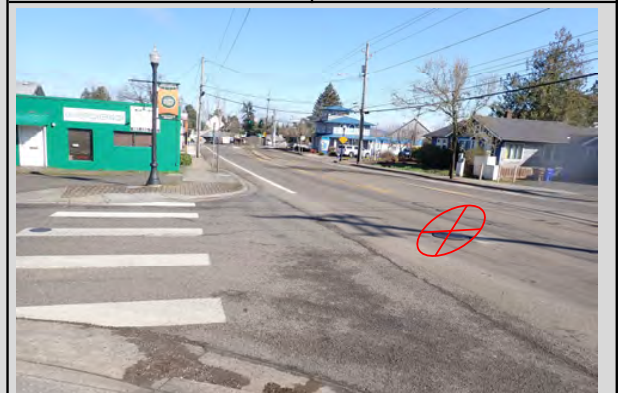
Flow Monitoring Site Report

ORC_S8

Site Address /Location:	122 Molalla Ave			Monitor Series	Location Type
				TRITON+	Temporary
Site Access Details:	Traffic control needed	Latitude:	45.3509535	Pipe Size (H x W)	Pipe Shape
		Longitude:	-122.5967668	12 X 12	Circular



Manhole #	System Characteristics
	Residential
Access	Traffic
Drive	Medium



Installation Information

Installation Date:	Installation Type:
3.21.23	Doppler Standard Ring and Crank
Monitoring Location (Sensors):	Monitor Location:
Upstream 0-5 FT	Manhole
Sensors / Devices:	Pressure Sensor Range (psi)
Peak Combo (CS4), Smart Depth (CS5)	0 - 5 psi

Installation Confirmation:

Confirmation Time:	Pipe Size (HxW)
9:46:00 AM	12 X 12
Depth of Flow (Wet DOF) (in)	Range (Air DOF) (in)
1.63	
Downlooker Physical Offset (in)	Measurement Confidence (in)
	0.25"
Peak Velocity (fps)	Velocity Sensor Offset (in)
8.75	
Silt (in)	Silt Type
0	

Hydraulic Comments:

Manhole / Pipe Information:

Manhole Depth (Approx. FT):	Manhole Configuration
10"	Single
Manhole Material:	Manhole Condition:
Concrete	Good
Manhole Opening Diameter (in)	Manhole Diameter (Approx.):
24	26
Manhole Cover	Manhole Frame
Vented	Normal
Active Drop Connections	Air Quality:
No	
Pipe Material	Pipe Condition:
Concrete	Good

Communication Information:

Communication Type	Antenna Location
Wireless	Drilled Pavement / Concrete

Additional Site Info. / Comments:

ADS Project Name: OregonCity.LES.TFM.OR23

ADS Project Number: 22910.11.325

Additional Photos

**Corrected:
Site 5B**

Monitoring Point



Outlet



Top Down



Location



Flow meter locations map



→ Flow Direction
⊗ Monitoring Point

Note: data associated with 8 is actually flow from basin historically called 5B. We will be referring to the basin as 5B in our model and documentation.

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Hydrograph Report

ORC_S8

Corrected:
Site 5B

Flow Monitor

ORC_S8

Pipe Height
12.00
in

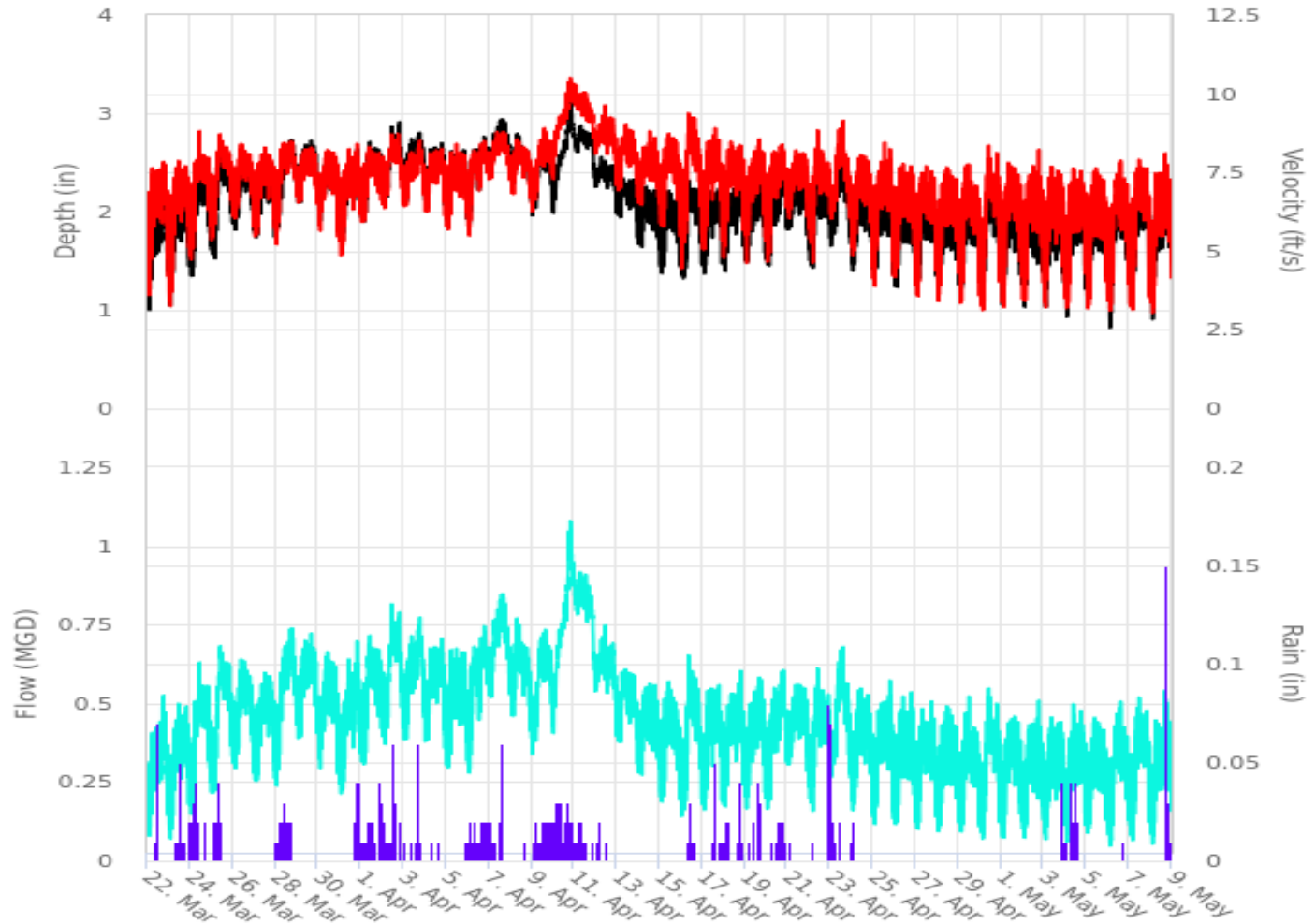
Report Period

03/22/2023
To
05/08/2023

Legend

- DFINAL
- VFINAL
- QFINAL
- RAIN FINAL

ADS ENVIRONMENTAL SERVICES



Scattergraph Report
ORC_86

Corrected:
Site 5B

Flow Monitor

ORC_S8

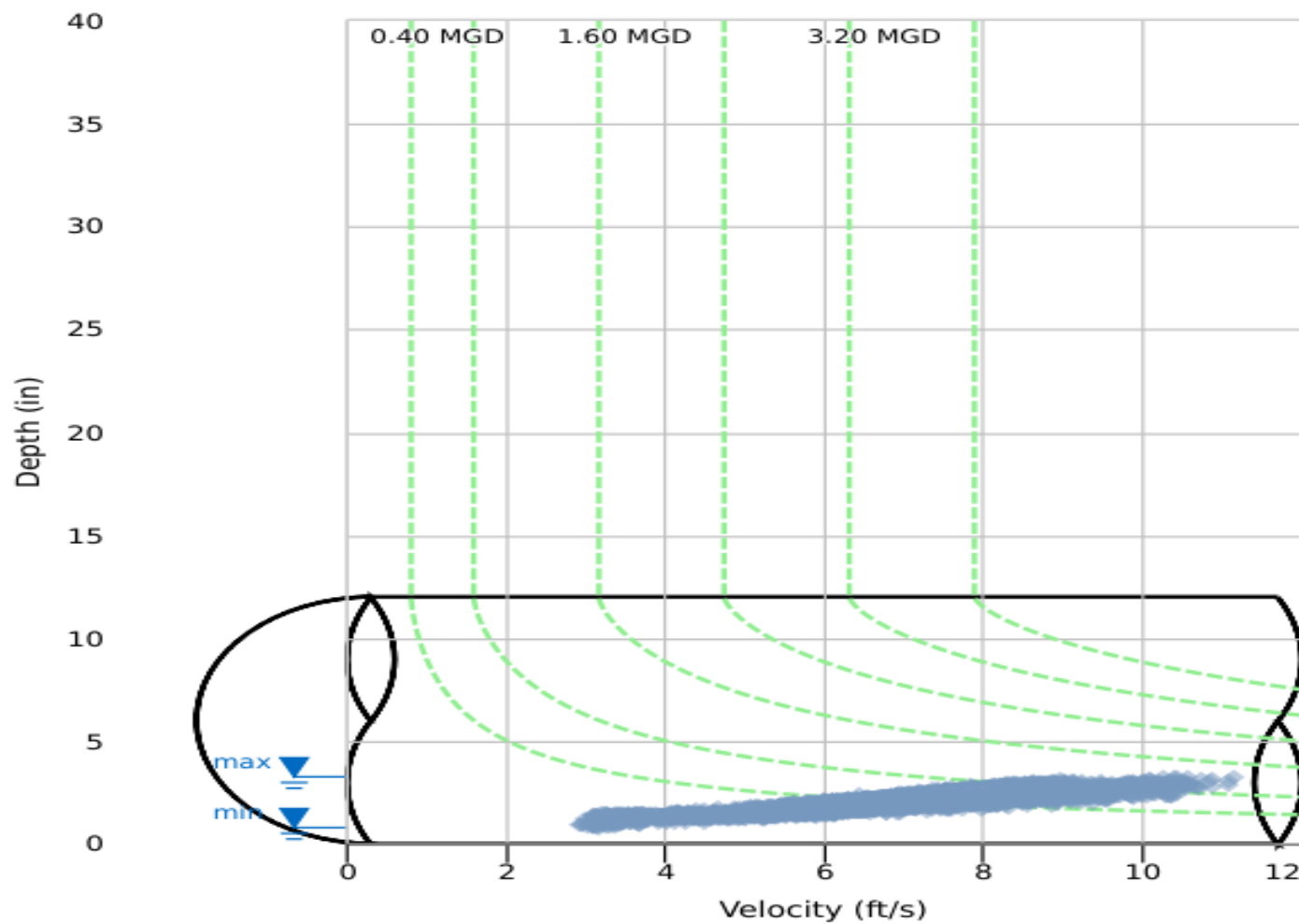
Pipe Height
12.00
in

Report Period

03/22/2023
To
05/08/2023

Legend

- DFINAL - VFINAL
- Iso-QTM
- Min-Max Depth



Note: data associated with 8 is actually flow from basin historically called 5B. We will be referring to the basin as 5B in our model and documentation.

Daily Tabular Report

Corrected:
Site 5B

03/22/2023 00:00 - 05/08/2023 23:59

ORC_S8Pipe: Elliptical (12 in H x 12 in W), Silt0.00 in

		DFINAL (in)					VFINAL (ft/s)					QFINAL (MGD - Total MG)					RAIN FINAL (in)
Date	Time	Min	Time	Max	Avg	Time	Min	Time	Max	Avg	Time	Min	Time	Max	Avg	Total	Total
03/22/2023	02:30	0.98	18:20	2.34	1.74	02:15	3.38	10:15	8.40	6.40	02:30	0.069	18:15	0.570	0.306	0.306	0.16
03/23/2023	02:25	1.01	20:00	2.36	1.82	02:20	2.99	20:00	8.36	6.42	02:20	0.063	20:00	0.588	0.328	0.328	0.24
03/24/2023	04:10	1.31	16:35	2.48	2.01	01:05	4.08	11:05	8.93	7.09	01:05	0.129	11:05	0.678	0.412	0.412	0.34
03/25/2023	03:35	1.49	10:55	2.67	2.20	01:15	5.08	10:05	9.06	7.53	01:15	0.194	10:55	0.750	0.494	0.494	0.34
03/26/2023	03:25	1.75	12:50	2.66	2.23	23:35	5.53	10:10	9.09	7.45	23:35	0.261	11:05	0.733	0.494	0.494	-
03/27/2023	03:10	1.71	18:00	2.58	2.15	01:25	4.96	12:45	9.01	7.18	01:25	0.225	18:00	0.690	0.452	0.452	0.01
03/28/2023	01:55	1.73	18:40	2.90	2.38	01:55	5.07	09:55	8.99	7.62	01:55	0.228	18:40	0.826	0.556	0.556	0.63
03/29/2023	01:30	2.00	11:50	2.83	2.46	23:00	6.00	16:30	8.92	7.59	23:00	0.348	16:30	0.805	0.575	0.575	-
03/30/2023	22:55	1.77	11:40	2.72	2.29	22:55	5.20	11:10	9.07	7.22	22:55	0.241	11:40	0.747	0.496	0.496	-
03/31/2023	02:10	1.67	20:05	2.79	2.23	02:10	4.48	10:25	9.07	7.12	02:10	0.192	20:05	0.778	0.474	0.474	0.43
04/01/2023	01:40	1.86	10:30	2.81	2.39	02:10	5.63	08:45	8.79	7.46	01:40	0.288	08:45	0.782	0.546	0.546	0.28
04/02/2023	02:45	1.95	11:00	3.05	2.53	00:30	6.01	18:05	9.49	7.72	02:45	0.331	11:00	0.964	0.612	0.612	0.25
04/03/2023	03:00	2.02	18:55	3.00	2.54	02:30	5.92	18:50	9.05	7.61	02:30	0.339	18:55	0.886	0.604	0.604	0.23
04/04/2023	04:00	2.00	12:40	2.87	2.46	23:10	5.79	15:55	8.78	7.51	23:10	0.325	12:40	0.812	0.569	0.569	0.02
04/05/2023	02:40	1.87	18:10	2.80	2.36	02:40	5.45	11:45	9.20	7.31	02:40	0.275	18:10	0.792	0.526	0.526	0.05
04/06/2023	01:50	1.84	20:00	2.90	2.45	01:45	5.18	15:30	9.04	7.60	01:45	0.261	18:45	0.839	0.577	0.577	0.58
04/07/2023	00:25	2.20	13:40	3.10	2.71	00:25	6.72	09:30	9.55	8.18	00:25	0.429	14:35	0.941	0.708	0.708	0.33
04/08/2023	23:10	1.99	09:55	2.89	2.52	23:10	6.20	17:45	9.09	7.80	23:10	0.343	08:10	0.848	0.612	0.612	0.01
04/09/2023	23:55	1.89	11:30	2.81	2.40	00:55	5.91	14:35	10.27	7.84	00:55	0.320	14:35	0.878	0.575	0.575	0.49
04/10/2023	01:05	1.89	20:05	3.25	2.61	00:40	6.89	19:50	11.15	9.23	00:40	0.356	19:50	1.228	0.765	0.765	1.16
04/11/2023	23:15	2.18	06:05	3.00	2.70	23:15	7.55	01:40	10.88	9.48	23:15	0.474	06:05	1.029	0.814	0.814	0.18
04/12/2023	23:45	1.90	06:45	2.63	2.37	23:45	7.01	17:25	10.37	8.62	23:45	0.362	11:00	0.806	0.616	0.616	0.10
04/13/2023	23:50	1.58	08:30	2.51	2.16	23:55	6.45	10:30	10.18	8.07	23:50	0.257	10:30	0.739	0.508	0.508	-
04/14/2023	23:15	1.44	12:55	2.46	2.01	22:50	5.82	13:00	10.31	7.71	23:15	0.205	13:00	0.752	0.441	0.441	-
04/15/2023	00:45	1.32	10:30	2.41	1.87	23:50	5.31	10:10	10.06	7.49	05:30	0.174	10:30	0.700	0.391	0.391	-
04/16/2023	04:30	1.19	08:45	2.50	1.90	01:10	4.17	12:40	10.44	7.55	01:10	0.121	08:45	0.782	0.407	0.407	0.26
04/17/2023	02:45	1.37	19:20	2.36	1.92	01:25	4.53	13:40	9.63	7.33	01:25	0.151	13:40	0.651	0.397	0.397	0.17
04/18/2023	02:40	1.35	19:35	2.46	1.98	00:40	4.36	10:50	9.56	7.28	00:40	0.155	09:30	0.655	0.410	0.410	0.24
04/19/2023	04:15	1.37	18:00	2.45	1.98	02:25	4.48	08:40	9.32	7.13	02:10	0.161	16:35	0.674	0.404	0.404	0.21
04/20/2023	00:30	1.42	18:20	2.53	2.04	01:35	4.26	14:25	9.88	7.22	01:35	0.151	18:20	0.689	0.426	0.426	0.36
04/21/2023	23:35	1.60	12:30	2.48	2.09	04:00	5.47	10:10	9.59	7.30	22:40	0.235	10:10	0.705	0.442	0.442	0.01
04/22/2023	03:30	1.35	19:10	2.48	2.01	04:35	4.55	10:00	9.69	7.19	04:35	0.152	19:10	0.667	0.416	0.416	0.25
04/23/2023	02:10	1.55	10:55	2.60	2.11	01:40	5.20	14:45	9.84	7.40	02:20	0.217	11:30	0.757	0.459	0.459	0.11
04/24/2023	01:15	1.35	17:10	2.45	1.98	23:25	4.34	15:05	9.78	6.90	23:25	0.147	15:05	0.707	0.393	0.393	0.03
04/25/2023	02:30	1.21	16:55	2.49	1.90	22:55	3.54	13:35	9.25	6.64	02:30	0.095	19:20	0.634	0.358	0.358	-
04/26/2023	04:25	1.18	19:15	2.51	1.86	03:05	3.68	18:30	8.70	6.47	04:20	0.102	19:15	0.650	0.340	0.340	-
04/27/2023	00:15	1.21	18:00	2.45	1.81	01:35	3.31	12:05	8.93	6.27	00:15	0.094	18:00	0.607	0.320	0.320	-
04/28/2023	01:45	1.22	13:10	2.42	1.79	01:55	3.24	13:10	9.16	6.25	01:45	0.089	13:10	0.668	0.313	0.313	-
04/29/2023	04:10	1.16	10:40	2.40	1.76	03:30	3.14	11:25	8.49	6.13	03:30	0.080	08:20	0.592	0.302	0.302	-
04/30/2023	03:55	1.00	11:15	2.41	1.81	04:30	2.99	10:30	9.52	6.24	03:55	0.064	10:30	0.663	0.322	0.322	-
05/01/2023	02:55	1.02	17:40	2.36	1.74	01:50	3.10	19:45	8.86	6.21	02:55	0.067	17:40	0.588	0.299	0.299	-
05/02/2023	02:55	0.95	18:50	2.31	1.70	03:10	3.16	18:50	9.57	6.16	02:55	0.063	18:50	0.656	0.288	0.288	-
05/03/2023	02:45	0.99	17:40	2.31	1.72	02:40	3.09	18:05	8.93	6.08	02:40	0.062	17:40	0.558	0.289	0.289	0.10
05/04/2023	02:05	0.90	09:30	2.42	1.76	02:15	3.10	16:40	8.60	6.02	02:05	0.054	09:30	0.617	0.295	0.295	0.30
05/05/2023	02:00	1.11	13:30	2.26	1.74	03:10	3.09	11:10	8.58	5.84	02:00	0.074	13:30	0.539	0.279	0.279	-
05/06/2023	02:35	0.78	10:25	2.35	1.73	03:10	3.02	14:15	8.78	5.88	02:35	0.044	10:50	0.583	0.289	0.289	0.01
05/07/2023	04:40	0.87	11:55	2.34	1.79	02:25	3.09	11:55	9.21	6.01	04:40	0.051	11:55	0.642	0.305	0.305	-
05/08/2023	02:45	0.89	17:30	2.44	1.79	03:05	2.93	12:40	8.79	5.98	02:45	0.050	17:30	0.638	0.303	0.303	0.43

03/22/2023 00:00 - 05/08/2023 23:59

	DFINAL (in)	VFINAL (ft/s)	QFINAL (MGD - Total MG)	RAIN FINAL (in)
Total			21.507	8.31
Average	2.09	7.14	0.448	

ORC_RG

Site Commentary

SITE INFORMATION

RainGauge	8" tipping bucket type
Silt	0.00 (in)

OBSERVATIONS

A review of the hydrograph indicates ORC_RG functioned under normal conditions during the study period.

The total rainfall recorded during the study period was 8.31 in.

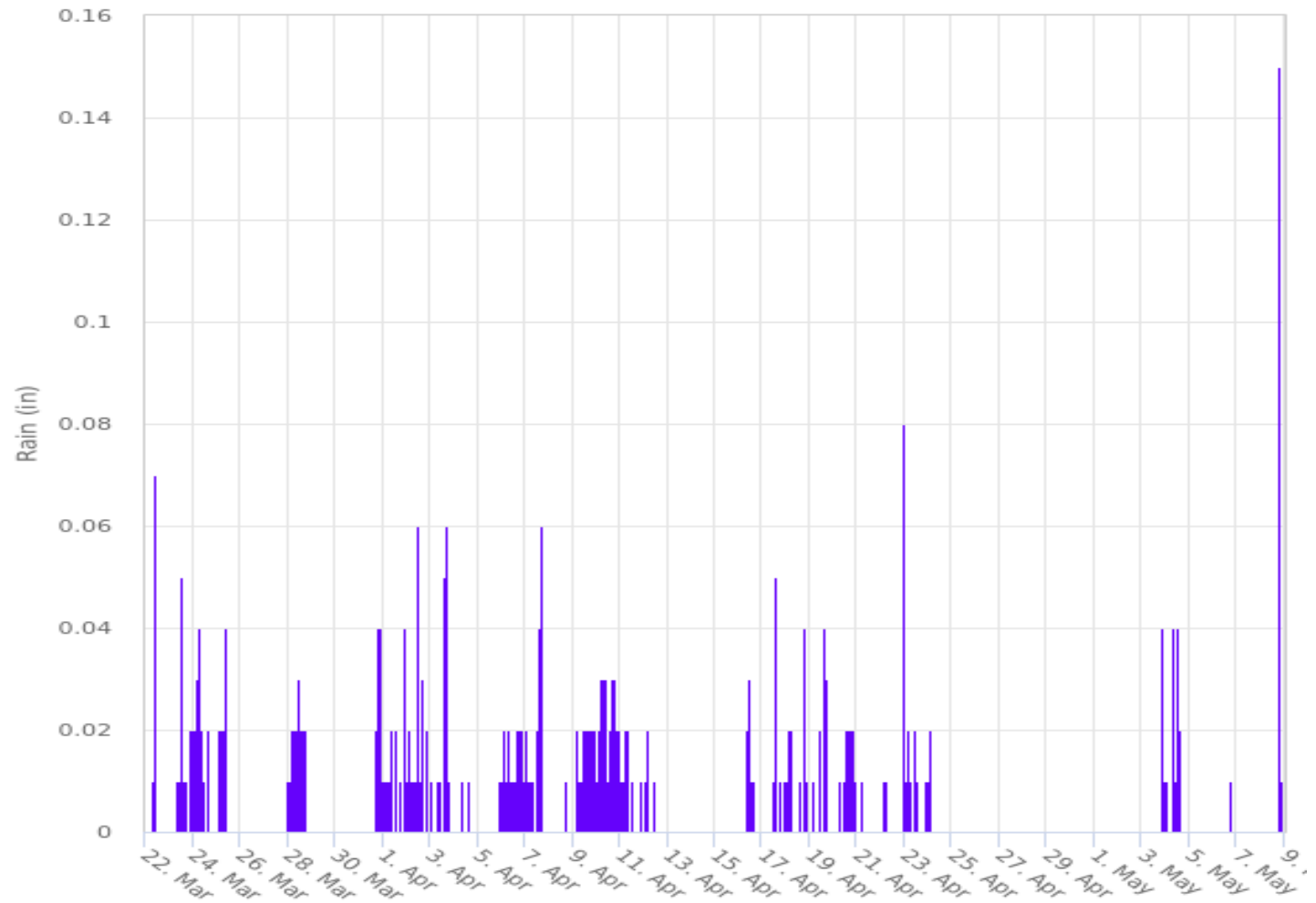
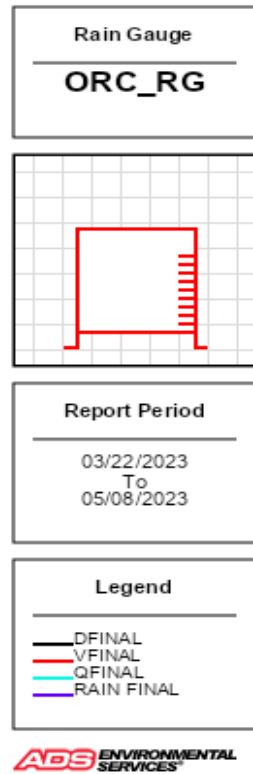
DATA UPTIME

Data uptime observed during **Wednesday, 22 March 2023 to Monday, 08 May 2023** is provided in the following table:

Percent Uptime	
RAINFINAL (in)	100

Hydrograph Report

ORC_RG



Daily Tabular Report

03/22/2023 00:00 - 05/08/2023 23:59

ORC_RGRainGauge: Unknown (0 H x 0 W), Silt0.00

	RAIN FINAL (in)
Date	Total
03/22/2023	0.16
03/23/2023	0.24
03/24/2023	0.34
03/25/2023	0.34
03/26/2023	-
03/27/2023	0.01
03/28/2023	0.63
03/29/2023	-
03/30/2023	-
03/31/2023	0.43
04/01/2023	0.28
04/02/2023	0.25
04/03/2023	0.23
04/04/2023	0.02
04/05/2023	0.05
04/06/2023	0.58
04/07/2023	0.33
04/08/2023	0.01
04/09/2023	0.49
04/10/2023	1.16
04/11/2023	0.18
04/12/2023	0.10
04/13/2023	-
04/14/2023	-
04/15/2023	-
04/16/2023	0.26
04/17/2023	0.17
04/18/2023	0.24
04/19/2023	0.21
04/20/2023	0.36
04/21/2023	0.01
04/22/2023	0.25
04/23/2023	0.11
04/24/2023	0.03
04/25/2023	-
04/26/2023	-
04/27/2023	-
04/28/2023	-
04/29/2023	-
04/30/2023	-
05/01/2023	-
05/02/2023	-
05/03/2023	0.10
05/04/2023	0.30
05/05/2023	-
05/06/2023	0.01
05/07/2023	-
05/08/2023	0.43

03/22/2023 00:00 - 05/08/2023 23:59

	RAIN FINAL (in)
Total	8.31
Average	

APPENDIX H: Budget Spreadsheet

		FY 2023- - 2024								
Project Name	Project Number	Wallis Contract	Expenses Contract	Subs Contract	Wallis billed (5/24)	Expenses billed (5/24)	Subconsultant billed (5/24)	Wallis Remaining (5/24)	Expenses Remaining (5/24)	Subconsultant Remaining (5/24)
		Wallis	Expenses	Subconsultants	Wallis	Expenses	Subconsultants	Wallis	Expenses	Subconsultants
Inflow / Infiltration Program	OC23-I I	\$ 2,055,309.45	\$ 3,150.20	\$ 1,745,261.37	\$ 1,026,685.53	\$ 4,818.96	\$ 803,736.37	\$ 1,028,623.92	\$ (1,668.76)	\$ 943,230.20
Program Administration	OC23-I I.01	\$ 210,750.90	\$ 200.00	\$ 33,651.50	\$ 191,810.97	\$ 2,238.55	\$ 8,842.43	\$ 18,939.93	\$ (2,038.55)	\$ 24,809.07
Administration	OC23-I I.01.01	\$ 124,007.50	\$ 100.00	\$ 33,651.50	\$ 52,694.26	\$ 1,503.44	\$ 8,842.43	\$71,313.24	(\$1,403.44)	\$24,809.07
Program Meetings	OC23-I I.01.02	\$ 19,699.20	\$ 100.00	\$ -	\$ 88,727.66	\$ 660.92	\$ -	(\$69,028.46)	(\$560.92)	\$0.00
Monthly Reports and Invoicing	OC23-I I.01.03	\$ 7,632.20	\$ -	\$ -	\$ 17,886.94	\$ -	\$ -	(\$10,254.74)	\$0.00	\$0.00
Annual Report	OC23-I I.01.04	\$ 9,412.00	\$ -	\$ -	\$ 32,502.11	\$ 74.19	\$ -	(\$23,090.11)	(\$74.19)	\$0.00
Additional Services - Program Administration	OC23-I I.01.05	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$50,000.00	\$0.00	\$0.00
Program Management	OC23-I I.02	\$ 612,672.40	\$ 100.00	\$ 466,340.70	\$ 340,948.04	\$ 2,403.99	\$ 244,353.05	\$ 271,724.36	\$ (2,303.99)	\$ 221,987.65
Public Outreach	OC23-I I.02.01	\$ 20,053.40	\$ -	\$ 112,200.00	\$ 57,721.02	\$ 1,746.20	\$ 25,960.01	(\$37,667.62)	(\$1,746.20)	\$86,239.99
CCTV Program	OC23-I I.02.02	\$ 30,591.00	\$ -	\$ 183,750.00	\$ 41,094.02	\$ -	\$ 88,604.93	(\$10,503.02)	\$0.00	\$95,145.07
Basin Condition Assessment	OC23-I I.02.03	\$ 353,769.00	\$ -	\$ -	\$ 107,690.35	\$ -	\$ -	\$246,078.65	\$0.00	\$0.00
Smoke Testing Program	OC23-I I.02.04	\$ 21,046.50	\$ -	\$ 126,000.00	\$ 20,631.82	\$ 355.40	\$ 109,756.50	\$414.68	(\$355.40)	\$16,243.50
Downspout Disconnection	OC23-I I.02.05	\$ 45,227.00	\$ -	\$ -	\$ 3,398.35	\$ -	\$ -	\$41,828.65	\$0.00	\$0.00
Manhole Sealing Pilot Program	OC23-I I.02.06	\$ 14,975.50	\$ -	\$ 11,362.50	\$ 58,676.47	\$ 282.74	\$ 5,796.00	(\$43,700.97)	(\$282.74)	\$5,566.50
Develop Project Design Criteria	OC23-I I.02.07	\$ 52,010.00	\$ 100.00	\$ 33,028.20	\$ 51,736.01	\$ 19.65	\$ 14,235.61	\$273.99	\$80.35	\$18,792.59
Additional Services - Program Management	OC23-I I.02.08	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$75,000.00	\$0.00	\$0.00
Flow Monitoring and Analysis	OC23-I I.03	\$ 21,430.00	\$ -	\$ 115,500.00	\$ 44,619.65	\$ -	\$ 67,272.15	\$ (23,189.65)	\$ -	\$ 48,227.85
Flow Monitoring and Analysis	OC23-I I.03.01	\$ 21,430.00	\$ -	\$ 115,500.00	\$ 44,619.65	\$ -	\$ 67,272.15	(\$23,189.65)	\$0.00	\$48,227.85
Design Pkg 1 - Linn Basin SS #1	OC23-I I.04	\$ 5,924.70	\$ 100.00	\$ 288,821.08	\$ 79,144.12	\$ 8.25	\$ 256,287.51	\$ (73,219.42)	\$ 91.75	\$ 32,533.57
Design Services for Construction Pkg 1	OC23-I I.04.01	\$ -	\$ -	\$ 40,600.00	\$ 3,907.54	\$ -	\$ 40,514.44	(\$3,907.54)	\$0.00	\$85.56
Pre-Design Investigations / Data Review	OC23-I I.04.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
QA/QC Services	OC23-I I.04.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Utility Coordination / Survey & Geotechnical	OC23-I I.04.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,654.00	\$0.00	\$0.00	(\$3,654.00)
Right-of-Way and Easement Acquisition Services	OC23-I I.04.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Bidding Services	OC23-I I.04.06	\$ 1,595.50	\$ -	\$ 3,110.00	\$ 14,053.84	\$ -	\$ 3,049.26	(\$12,458.34)	\$0.00	\$60.74
Construction Management Services	OC23-I I.04.07	\$ 3,829.20	\$ 100.00	\$ 231,911.08	\$ 61,182.74	\$ 8.25	\$ 203,210.28	(\$57,353.54)	\$91.75	\$28,700.80
Additional Services - Design	OC23-I I.04.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Additional Services - Construction	OC23-I I.04.09	\$ 500.00	\$ -	\$ 13,200.00	\$ -	\$ -	\$ 5,859.53	\$500.00	\$0.00	\$7,340.47

		FY 2023- - 2024								
Project Name	Project Number	Wallis Contract	Expenses Contract	Subs Contract	Wallis billed (5/24)	Expenses billed (5/24)	Subconsultant billed (5/24)	Wallis Remaining (5/24)	Expenses Remaining (5/24)	Subconsultant Remaining (5/24)
		Wallis	Expenses	Subconsultants	Wallis	Expenses	Subconsultants	Wallis	Expenses	Subconsultants
Design Pkg 2 - Linn Basin SS #2	OC23-I I.05	\$ 156,066.50	\$ 100.00	\$ 99,791.09	\$ 125,592.25	\$ 87.77	\$ 40,446.50	\$ 30,474.25	\$ 12.23	\$ 59,344.59
Design Services for Construction Pkg 2	OC23-I I.05.01	\$ 30,658.00	\$ -	\$ -	\$ 116,843.07	\$ 87.77	\$ -	(\$86,185.07)	(\$87.77)	\$0.00
Pre-Design Investigations / Data Review	OC23-I I.05.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
QA/QC Services	OC23-I I.05.03	\$ -	\$ -	\$ 7,000.00	\$ 195.60	\$ -	\$ 4,180.90	(\$195.60)	\$0.00	\$2,819.10
Utility Coordination / Survey & Geotechnical	OC23-I I.05.04	\$ -	\$ -	\$ 13,796.97	\$ 45.90	\$ -	\$ 27,715.90	(\$45.90)	\$0.00	(\$13,918.93)
Right-of-Way and Easement Acquisition Services	OC23-I I.05.05	\$ -	\$ -	\$ 7,994.12	\$ 8,507.68	\$ -	\$ 7,602.39	(\$8,507.68)	\$0.00	\$391.73
Bidding Services	OC23-I I.05.06	\$ 5,408.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,408.50	\$0.00	\$0.00
Construction Management Services	OC23-I I.05.07	\$ 100,000.00	\$ 100.00	\$ 65,000.00	\$ -	\$ -	\$ -	\$100,000.00	\$100.00	\$65,000.00
Additional Services - Design	OC23-I I.05.08	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 947.31	\$0.00	\$0.00	\$1,052.69
Additional Services - Construction	OC23-I I.05.09	\$ 20,000.00	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$20,000.00	\$0.00	\$4,000.00
Design Pkg 3 - Molalla	OC23-I I.06	\$ 362,490.00	\$ 545.00	\$ 119,570.00	\$ 175,531.75	\$ 80.40	\$ 6,120.58	\$ 186,958.25	\$ 464.60	\$ 113,449.42
Design Services for Construction Pkg 3	OC23-I I.06.01	\$ 247,552.40	\$ 200.00	\$ 2,500.00	\$ 157,292.60	\$ 80.40	\$ 1,385.08	\$90,259.80	\$119.60	\$1,114.92
Pre-Design Investigations / Data Review	OC23-I I.06.02	\$ 39,158.40	\$ 115.00	\$ 10,000.00	\$ 9,746.46	\$ -	\$ -	\$29,411.94	\$115.00	\$10,000.00
QA/QC Services	OC23-I I.06.03	\$ 7,256.00	\$ -	\$ 13,650.00	\$ 3,156.17	\$ -	\$ 4,735.50	\$4,099.83	\$0.00	\$8,914.50
Utility Coordination / Survey & Geotechnical	OC23-I I.06.04	\$ 10,282.70	\$ -	\$ 40,000.00	\$ 5,336.52	\$ -	\$ -	\$4,946.18	\$0.00	\$40,000.00
Right-of-Way and Easement Acquisition Services	OC23-I I.06.05	\$ 11,608.00	\$ 230.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$11,608.00	\$230.00	\$30,000.00
Bidding Services	OC23-I I.06.06	\$ 4,013.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$4,013.60	\$0.00	\$0.00
Construction Management Services	OC23-I I.06.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Additional Services - Design	OC23-I I.06.08	\$ 42,618.90	\$ -	\$ 12,200.00	\$ -	\$ -	\$ -	\$42,618.90	\$0.00	\$12,200.00
Additional Services - Construction	OC23-I I.06.09	\$ -	\$ -	\$ 11,220.00	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$11,220.00
Design Pkg 4 - Rivercrest Lateral Rehab	OC23-I I.07	\$ 36,786.95	\$ 1,805.20	\$ 159,986.00	\$ 10,267.31	\$ -	\$ 79,858.20	\$ 26,519.64	\$ 1,805.20	\$ 81,833.00
Design Services for Construction Pkg 4	OC23-I I.07.01	\$ -	\$ -	\$ 62,413.05	\$ 5,515.01	\$ -	\$ 53,083.74	(\$5,515.01)	\$0.00	\$9,329.31
Pre-Design Investigations / Data Review	OC23-I I.07.02	\$ -	\$ -	\$ 24,912.30	\$ -	\$ -	\$ 23,405.00	\$0.00	\$0.00	\$1,507.30
QA/QC Services	OC23-I I.07.03	\$ 5,855.00	\$ -	\$ -	\$ 4,752.30	\$ -	\$ -	\$1,102.70	\$0.00	\$0.00
Utility Coordination / Survey & Geotechnical	OC23-I I.07.04	\$ -	\$ -	\$ 7,253.40	\$ -	\$ -	\$ 1,278.38	\$0.00	\$0.00	\$5,975.02
1705.2	1705.2	\$ 1,705.20	\$ 1,705.20	\$ 1,705.20	\$ -	\$ -	\$ 1,705.20	\$1,705.20	\$1,705.20	\$1,705.20
Bidding Services	OC23-I I.07.06	\$ -	\$ -	\$ 1,702.05	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$1,702.05
Construction Management Services	OC23-I I.07.07	\$ 29,226.75	\$ 100.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$29,226.75	\$100.00	\$35,000.00
Additional Services - Design	OC23-I I.07.08	\$ -	\$ -	\$ 23,000.00	\$ -	\$ -	\$ 385.88	\$0.00	\$0.00	\$22,614.12
Additional Services - Construction	OC23-I I.07.09	\$ -	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$4,000.00

		FY 2023- - 2024								
Project Name	Project Number	Wallis Contract	Expenses Contract	Subs Contract	Wallis billed (5/24)	Expenses billed (5/24)	Subconsultant billed (5/24)	Wallis Remaining (5/24)	Expenses Remaining (5/24)	Subconsultant Remaining (5/24)
		Wallis	Expenses	Subconsultants	Wallis	Expenses	Subconsultants	Wallis	Expenses	Subconsultants
Design Pkg 5 - Applegate	OC23-I I.08	\$ 250,098.00	\$ 100.00	\$ 394,691.00	\$ 6,470.47	\$ -	\$ 82,549.50	\$ 243,627.53	\$ 100.00	\$ 312,141.50
Design Services for Construction Pkg 5	OC23-I I.08.01	\$ 250,098.00	\$ 100.00	\$ 317,789.00	\$ 6,077.82	\$ -	\$ 23,587.06	\$244,020.18	\$100.00	\$294,201.94
Pre-Design Investigations / Data Review	OC23-I I.08.02	\$ -	\$ -	\$ -	\$ 392.65	\$ -	\$ 26,724.81	(\$392.65)	\$0.00	(\$26,724.81)
QA/QC Services	OC23-I I.08.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,493.63	\$0.00	\$0.00	(\$1,493.63)
Utility Coordination / Survey & Geotechnical	OC23-I I.08.04	\$ -	\$ -	\$ 34,902.00	\$ -	\$ -	\$ 30,686.25	\$0.00	\$0.00	\$4,215.75
Right-of-Way and Easement Acquisition Services	OC23-I I.08.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57.75	\$0.00	\$0.00	(\$57.75)
Bidding Services	OC23-I I.08.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Construction Management Services	OC23-I I.08.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Additional Services - Design	OC23-I I.08.08	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$2,000.00
Additional Services - Construction	OC23-I I.08.09	\$ -	\$ -	\$ 40,000.00	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$40,000.00
Design Pkg 6 - Linn Basin SS #3	OC23-I I.09	\$ 285,000.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$285,000.00	\$100.00	\$0.00
Design Services for Construction Pkg 6	OC23-I I.09.01	\$ 285,000.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$285,000.00	\$100.00	\$0.00
Pre-Design Investigations / Data Review	OC23-I I.09.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
QA/QC Services	OC23-I I.09.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Utility Coordination / Survey & Geotechnical	OC23-I I.09.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Right-of-Way and Easement Acquisition Services	OC23-I I.09.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Bidding Services	OC23-I I.09.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Construction Management Services	OC23-I I.09.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Additional Services - Design	OC23-I I.09.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Additional Services - Construction	OC23-I I.09.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Design Pkg 7 - Singer Hill	OC23-I I.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design Services for Construction Pkg 7	OC23-I I.10.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Pre-Design Investigations / Data Review	OC23-I I.10.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
QA/QC Services	OC23-I I.10.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Utility Coordination / Survey & Geotechnical	OC23-I I.10.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Right-of-Way and Easement Acquisition Services	OC23-I I.10.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Bidding Services	OC23-I I.10.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Construction Management Services	OC23-I I.10.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Additional Services - Design	OC23-I I.10.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Additional Services - Construction	OC23-I I.10.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00

		FY 2023- - 2024								
Project Name	Project Number	Wallis Contract	Expenses Contract	Subs Contract	Wallis billed (5/24)	Expenses billed (5/24)	Subconsultant billed (5/24)	Wallis Remaining (5/24)	Expenses Remaining (5/24)	Subconsultant Remaining (5/24)
		Wallis	Expenses	Subconsultants	Wallis	Expenses	Subconsultants	Wallis	Expenses	Subconsultants
Design Pkg 8 - Center St Catch Basin Disconnect	OC23-I I.11	\$ 114,090.00	\$ 100.00	\$ 66,910.00	\$ 52,300.97	\$ -	\$ 18,006.45	\$ 61,789.03	\$ 100.00	\$ 48,903.55
Design Services for Construction Pkg 8	OC23-I I.11.01	\$ 48,516.40	\$ -	\$ -	\$ 35,852.73	\$ -	\$ -	\$12,663.67	\$0.00	\$0.00
Pre-Design Investigations / Data Review	OC23-I I.11.02	\$ 5,400.60	\$ 100.00	\$ -	\$ 10,936.74	\$ -	\$ -	(\$5,536.14)	\$100.00	\$0.00
QA/QC Services	OC23-I I.11.03	\$ -	\$ -	\$ 7,875.00	\$ 678.90	\$ -	\$ -	(\$678.90)	\$0.00	\$7,875.00
Utility Coordination / Survey & Geotechnical	OC23-I I.11.04	\$ 2,125.30	\$ -	\$ 23,035.00	\$ -	\$ -	\$ 18,006.45	\$2,125.30	\$0.00	\$5,028.55
Right-of-Way and Easement Acquisition Services	OC23-I I.11.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00
Bidding Services	OC23-I I.11.06	\$ 2,163.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,163.40	\$0.00	\$0.00
Construction Management Services	OC23-I I.11.07	\$ 11,817.50	\$ -	\$ 30,000.00	\$ 4,832.60	\$ -	\$ -	\$6,984.90	\$0.00	\$30,000.00
Additional Services - Design	OC23-I I.11.08	\$ 11,560.60	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$11,560.60	\$0.00	\$2,000.00
Additional Services - Construction	OC23-I I.11.09	\$ 32,506.20	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$32,506.20	\$0.00	\$4,000.00

Appendix I: 5-Year Look Ahead

		Annual Budgets - Design and Construction								
		23/24	24/25		25/26		26/27		27/28	
		All work	Program mgmt / Design / CM / Insp	Construction / Field Investigation	Program mgmt / Design / CM / Insp	Construction / Field Investigation	Program mgmt / Design / CM / Insp	Construction / Field Investigation	Program mgmt / Design / CM / Insp	Construction / Field Investigation
Program Management	Project details:	\$ 1,424,000.00	\$ 1,000,000.00		\$ 500,000.00		\$ 500,000.00		\$ 500,000.00	
Manhole sealing	First phase: CI 23-011. Construction complete. Anticipated annual construction contract	\$ 380,000.00	\$ 50,000.00	\$ 300,000.00	\$ 50,000.00	\$ 300,000.00	\$ 50,000.00	\$ 300,000.00	\$ 50,000.00	\$ 300,000.00
Design Pkg 1 - Linn Basin SS #1	CI 23-001, Designer: Leeway, design start: 2022, design complete July 23. Construction Complete	\$ 4,080,000.00								
Design Pkg 2 - Linn Basin SS #2	CI 23-002, designer: Wallis. Design start: 11/22. Status: 90%. Construction start: 24/25	\$ 250,000.00	\$ 100,000.00	\$ 900,000.00	\$ 200,000.00	\$ 1,200,000.00				
Design Pkg 3 - Molalla	CI 23-013 Designer: Wallis. Design start: 9/23. Status: out to bid. Construction start: July 2024. Est.	\$ 450,000.00	\$ 400,000.00	\$ 5,000,000.00						
Design Pkg 4 - Rivercrest Lateral Rehab	CI 23-009 Designer: Century West. Design start: 10/23. Status: 100%. Construction Start: August 2024	\$ 200,000.00	\$ 400,000.00	\$ 4,000,000.00						
Design Pkg 5 - Newell 1	CI 23-012 Designer: Keller Design start: February 24. Status: preliminary design. Construction start: TBD - 26/27	\$ 100,000.00	\$ 350,000.00				\$ 150,000.00	\$ 1,850,000.00	\$ 100,000.00	\$ 900,000.00
Design Pkg 6 - Linn Basin SS #3	Not delineated, not assigned. Anticipated design start: December 24. Anticipated Construction: FY 25/26 - FY 26/27		\$ 285,000.00		\$ 150,000.00	\$ 1,350,000.00	\$ 100,000.00	\$ 900,000.00		
Design Pkg 7 - Singer Hill (McLoughlin #2)	Not delineated, not assigned. Anticipated design start: December 24. Anticipated Construction: FY 26/27- FY27/28		\$ 150,000.00		\$ 250,000.00		\$ 100,000.00	\$ 900,000.00	\$ 250,000.00	\$ 2,750,000.00
Design Pkg 8 - Center St Catch Basin Disconnect*	* Package 8 work is intended to be distributed to other project package delivery as appropriate	\$ 100,000.00	\$ 25,000.00	\$ 225,000.00	\$ 25,000.00	\$ 225,000.00	\$ 25,000.00	\$ 225,000.00	\$ 25,000.00	\$ 225,000.00
Design Pkg 9 - McLoughlin Basin #1	CI 24-005, Designer: Leeway. Anticipated design start July 24. Status: scoping. Anticipated construction: FY 25/26 - FY 26/27		\$ 350,000.00	\$ 770,000.00	\$ 150,000.00	\$ 1,530,000.00				
Design pkg 10 -TBD (Linn #4)	Not delineated, not assigned. Anticipated design start: FY 25/26. Extended design allocated for possible environmental or right of way challenges. Anticipated Construction: TBD		\$ 200,000.00		\$ 200,000.00					
pkg 11 -TBD (McLoughlin #3)	Not delineated, not assigned. Anticipated design start: FY27/28 Anticipated Construction FY28/29									\$ 200,000.00
Totals		\$ 6,984,000.00	\$ 3,310,000.00	\$ 11,195,000.00	\$ 1,525,000.00	\$ 4,805,000.00	\$ 925,000.00	\$ 4,175,000.00	\$ 925,000.00	\$ 4,375,000.00
			\$ 14,505,000.00		\$ 6,130,000.00		\$ 5,100,000.00		\$ 5,300,000.00	
Target totals		6M	15M		6M		4M		4M	



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission **Agenda Date:** July 9, 2024
From: Kendall Reid, Parks and Recreation Director

SUBJECT:

Newell Creek IGA

STAFF RECOMMENDATION:

Staff recommends review and approval of the attached agreement between Metro and the City regarding Newell Creek Canyon Nature Park.

EXECUTIVE SUMMARY:

N/A

BACKGROUND:

The Intergovernmental Agreement between Metro and the City of Oregon City pertains to the management and improvement of the Newell Creek Canyon Nature Park and the adjacent Oregon City Property.

Metro acquired the Natural Area through the 2006 Metro Open Spaces Bond Measure, and Oregon City owns the Oregon City Property adjacent to the Natural Area. Notably, Metro sought permits, with the consent of Oregon City, to develop public visitor access improvements, including a trail that traverses the Oregon City Property, and subsequently, Oregon City permitted the construction of the trail.

Furthermore, the agreement emphasizes Metro's role in managing the Natural Area surrounding the visitor access improvements and outlines the shared goals of enhancing and protecting the Nature Park's natural resources and wildlife habitat and providing opportunities for public recreation and education.

OPTIONS:

1. Approve Newell Creek IGA.
2. Approve Newell Creek IGA with Amendments.
3. Deny Newell Creek IGA and provide further direction.

BUDGET IMPACT:

Amount: \$N/A

Fiscal Year(s):

Funding Source(s):

INTERGOVERNMENTAL AGREEMENT
Newell Creek Canyon Parcel

This Intergovernmental Agreement ("Agreement") is entered into on the last date signed below ("Effective Date") by and between Metro, a municipal corporation ("Metro") and the City of Oregon City, a municipal corporation ("Oregon City").

RECITALS

A. Pursuant to the 2006 Metro Open Spaces Bond Measure, Metro acquired real property located in Clackamas County, Oregon, commonly known as the Newell Creek Canyon Nature Park (the "Natural Area" or "Nature Park"), and more specifically identified on the map attached as Exhibit A.

B. Oregon City owns approximately 14.5 acres of real property located adjacent to the Natural Area, commonly known as Tax Map 32E05A, Tax Lot 2000 ("OC Property"). OC Property is bounded on the west by Oregon City's Mountain View Cemetery, and the north, east, and south by property owned by Metro, and more specifically identified on the map attached as Exhibit A.

C. Metro sought permits, with the consent of Oregon City, to approve and construct public visitor access improvements that constitute the Nature Park, including a section of trail that is located on and through the OC Property.

D. Oregon City permitted, and Metro constructed a trail located on and through the OC Property.

E. Metro manages the Natural Area surrounding the visitor access improvements.

F. Metro and Oregon City desire that Metro manage the OC property, including the trail improvement, consistent with the goals of 1) enhancing and protecting the Nature Park's natural resources and wildlife habitat, and 2) providing public recreation and education consistent with the foregoing; and

G. Metro and Oregon City desire to enter into this Agreement to set forth the responsibilities and obligations of the parties with respect to the improvements and management of the OC Property.

The parties agree as follows:

AGREEMENT

- 1. Capital Improvements.** Metro completed construction of capital improvements in the Nature Park, including a trail section on and through OC Property. Any additional capital improvements deemed necessary or desirable by Metro on the OC Property will be mutually agreed upon in writing prior to any design or

construction, and, upon completion of construction, will be considered part of the Nature Park that Metro manages. Selecting consultants and contractors, preparing plans, obtaining permits and approvals, constructing improvements, and paying fees and costs are the responsibility of Metro. The parties agree to work collaboratively. Plans are subject to the prior written approval of both parties. Oregon City retains the right to locate improvements and utilities on the OC Property, so long as those improvements or utilities do not unreasonably interfere with Metro's use and management of the OC Property.

2. Access, Management, Maintenance, and Operation.

2.1 Right of Entry. Metro, its agents, and contractors have the right to enter the OC Property for the purpose of performing all activities reasonably necessary to exercise Metro's rights and responsibilities under this Agreement. The public is permitted access to the OC Property via the trail network serving the Nature Park.

2.2 Management. Metro is responsible for daily and ongoing land management, maintenance, and operations occurring on the OC Property. It is the intent of the parties that the OC Property must be managed, maintained, operated, and protected consistent with the surrounding Metro Natural Area and in accordance with the intended goal of balancing recreational opportunities with habitat protection, restoration, and enhancement of the site's natural areas. Land management activities include hazard tree removal, non-native and invasive weed treatments and removals, native plantings, and other normal and customary activities associated with land and forest management. Metro is responsible to staff and fund the daily and ongoing operation, maintenance, and management of the OC Property. In addition, Metro will be responsible for obtaining all permits and authorizations necessary for these activities, including tree removal permits under OCMC Chapter 17.41. At the time this Agreement is entered into, no such permits are required, but if the City changes its regulations to require permits, Metro must abide by those provisions.

2.3 Rule Enforcement. Metro is authorized to enforce Metro Code, Title X, and all other applicable code provisions, laws, and rules applicable to the Nature Park, on the OC Property. Metro staff will make an effort to educate visitors to comply with the Nature Park's rules and regulations. Metro will respond to and resolve public inquiries and nuisance complaints and mitigate threats to the resource of the OC Property in a timely manner. Oregon City retains the right to enforce its ordinances and other applicable laws consistent with its law enforcement policies.

2.4 Limitations on Use. The OC Property cannot be subdivided or partitioned, nor can any development rights, timber rights, mineral rights, easements, or other rights related to the OC Property be sold or otherwise granted. While this Agreement is in effect, Oregon City may not harvest timber or otherwise disturb the land in any manner that is inconsistent with the intended goal of balancing recreational opportunities with habitat protection, restoration, and enhancement of the site's natural areas.

Notwithstanding the above, Oregon City may maintain, repair, improve, and replace existing Oregon City infrastructure located on the OC Property. While this Agreement is in effect, both parties will consult on forest restoration, and habitat management issues as they arise to determine the most appropriate method of addressing such issues.

3. **Term; Automatic Renewal.** This Agreement is for a term of ten years, unless modified or terminated as provided herein. This Agreement automatically renews for additional ten-year terms unless, not later than ninety (90) days prior to the expiration of the then-current term of this Agreement, one of the parties provides the other party with notice that it does not wish to renew this Agreement.

4. **Termination.**

4.1 Termination for Convenience. Metro and Oregon City may, by written agreement signed by both parties, jointly terminate all or part of this Agreement based upon a determination that such action is in the public interest. Termination under this provision is effective as provided in such termination agreement. Alternatively, either party may terminate all or part of this Agreement based upon a determination that such action is in the public interest.

4.2 Termination for Cause. Either party may terminate this Agreement in full, or in part, at any time if that party (the "terminating party") has determined, in its sole discretion, that the other party has failed to comply with the conditions of this Agreement and is therefore in default (the "defaulting party"). The terminating party must promptly notify the defaulting party in writing of that determination and document such default as outlined herein. The defaulting party has thirty (30) days to cure the default described by the terminating party. If the defaulting party fails to cure the default within such thirty (30) day period or any extensions granted, then this Agreement terminates ten (10) days following the expiration of such thirty (30) day or extended period.

5. **Dispute Resolution.** In the event of a dispute between or among the parties as to any items or conditions under this Agreement or as to performance thereof, the parties will first attempt to negotiate in good faith to resolve the dispute.
6. **Mutual Indemnification.** Oregon City, to the maximum extent permitted by law and subject to the Oregon Constitution and the Oregon Tort Claims Act, ORS Chapter 30, must indemnify and hold Metro and its agents, employees, and elected officials harmless from any and all claims, demands, damages, actions, losses, and expenses, including attorney's fees, arising out of or in any way connected with the performance of this Agreement by Oregon City, its officers, agents, or employees.

Metro, to the maximum extent permitted by law and subject to the Oregon Constitution and the Oregon Tort Claims Act, ORS Chapter 30, must indemnify and hold Oregon City and its agents, employees, and elected officials harmless from any and all claims, demands, damages, actions, losses, and expenses, including

attorney's fees, arising out of or in any way connected with the performance of this Agreement by Metro, its officers, agents, or employees.

7. **7. Laws of Oregon, Public Contracts.** The laws of the State of Oregon govern this Agreement, and the parties agree to submit to the jurisdiction of the courts of the State of Oregon. All applicable provisions of ORS chapter 279A, 279B, and 279C, and all other terms and conditions necessary to be inserted into public contracts in the State of Oregon, are hereby incorporated by this reference as if such provisions were a part of this Agreement.
8. **8. Assignment.** Neither party may assign any of its rights or responsibilities under this Agreement without prior written consent from the other party, except that a party may delegate or subcontract to perform any of its responsibilities under this Agreement.
9. **9. Notices.** All notices or other communications required or permitted under this Agreement must be in writing and be personally delivered (including by means of professional messenger service) or sent by both (1) electronic mail and (2) regular mail. Notices are deemed delivered on the date personally delivered or the date of such electronic correspondence, unless such delivery is on a weekend day, on a holiday, or after 5:00 p.m. on a Friday, in which case such notice is deemed delivered on the next following weekday that is not a holiday.

To Metro: Director, Metro Parks and Nature
600 NE Grand Avenue
Portland, OR 97232-2736
jonathan.blasher@oregonmetro.gov

With Copy to: Office of Metro Attorney
600 NE Grand Avenue
Portland, OR 97232-2736

To Oregon City: Kendall Reid
Parks and Recreation Director
City of Oregon City
625 Center St.
Oregon City, Oregon 97045
kendallreid@orccity.org

With Copy to: Oregon City Manager
Oregon City Hall
625 Center Street
Oregon City, OR 97045

- 10. Severability.** If any covenant or provision of this Agreement is adjudged void, such adjudication does not affect the validity, obligation, or performance of any other covenant or provision which is valid, if such remainder would then continue to

conform with the terms and requirements of applicable law and the intent of this Agreement.

11. Entire Agreement; Modifications. This Agreement constitutes the entire agreement between the parties and supersedes any prior oral or written agreements or representations relating to the Nature Park or OC Property. No waiver, consent, modification, amendment, or other change of terms of this Agreement binds either party unless in writing and signed by both parties.

City of Oregon City

Metro

By: _____

By: _____

Tony Konkol
City Manager

Marissa Madrigal
Chief Operating Officer

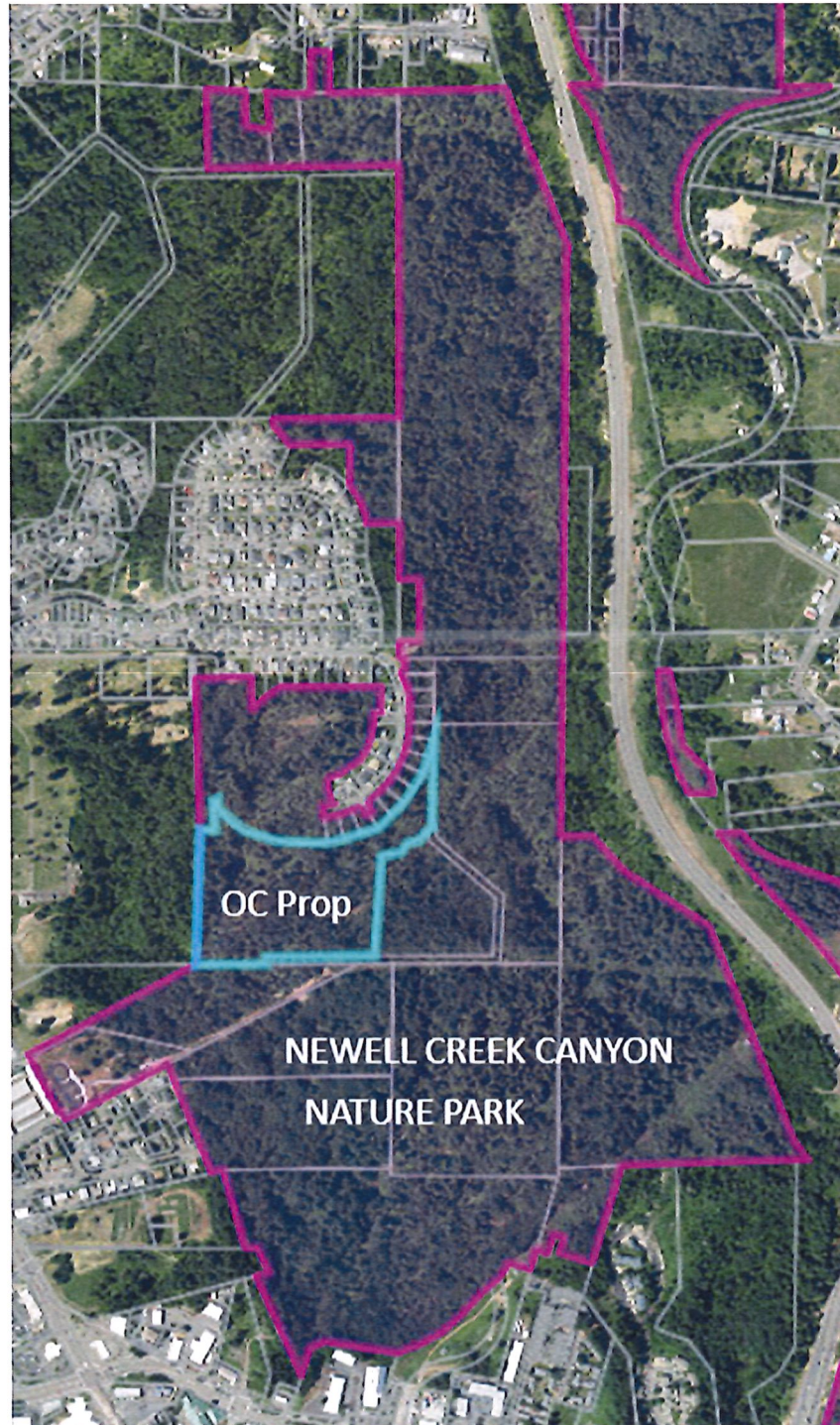
Date: _____

Date: 6.27.2024

EXHIBIT A

Newell Creek Canyon Nature Park – property west of Hwy 213 bounded by purple lines.

City of Oregon City property (Tax Map/Lot 32E05A 02000), bounded by blue lines and identified as OC Prop.





CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission **Agenda Date:** July 9, 2024
From: Kendall Reid, Parks and Recreation Director

SUBJECT:

Pioneer Community Center - West Linn IGA

STAFF RECOMMENDATION:

Staff recommends that the City Commission approve the 2024-2025 Intergovernmental Agreement between the City of Oregon City and the City of West Linn for services to be provided by Oregon City at the Pioneer Community Center.

EXECUTIVE SUMMARY:

N/A

BACKGROUND:

The City of Oregon City, acting by and through its Pioneer Community Center, partners with the City of West Linn to provide transportation and nutrition services to eligible residents of West Linn. This arrangement has been previously agreed upon and documented through a letter of understanding created by the City of West Linn. By recommendation of the City of Oregon City's Attorney, we are transitioning to an intergovernmental agreement that will be created by the City of Oregon City. This change will align with the Clackamas County Subrecipient Agreement and Scope of Services schedule annually, instead of biennially.

OPTIONS:

1. Approve Pioneer Community Center - West Linn IGA .
2. Approve Pioneer Community Center - West Linn IGA with Amendments.
3. Deny Pioneer Community Center - West Linn IGA and provide further direction.

BUDGET IMPACT:

Amount: \$41,231.00
Fiscal Year(s): 2024-25
Funding Source(s): City of West Linn Parks & Recreation Department

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF OREGON CITY AND THE CITY OF WEST LINN
FOR SERVICES AT PIONEER COMMUNITY CENTER**

2024 - 2025

This Intergovernmental Agreement is between the City of Oregon City ("Oregon City") and the City of West Linn ("West Linn") for services to be provided by Oregon City at the Pioneer Community Center.

Recitals

WHEREAS, Cities are authorized pursuant to ORS 190.003 through 190.110 to enter into intergovernmental agreements for the performance of any or all functions which a party to the agreement has the authority to perform; and

WHEREAS, Oregon City is authorized to and provides transportation and nutritional programs for its residents and patrons through the Pioneer Community Center, as further described in the "Scope of Services" attached to this Agreement as Exhibit A; and

WHEREAS, Oregon City has provided similar programs for qualifying residents of West Linn for several years; and

WHEREAS, the Parties wish to enter into this Agreement for the continued provision of these programs for the qualifying residents of West Linn.

Agreement

1. Term of Agreement.

The term of this Agreement will extend for 1 year(s) until June 30th, 2025. Thereafter, this Agreement shall automatically renew each year for a one-year term beginning on July 1st, of a calendar year and ending on June 30th of the following calendar year.

2. Obligations of the Parties.

(A) Oregon City agrees to provide the nutritional and transportation programs described in the Scope of Services attached to this Agreement as Exhibit A to qualifying residents of the City of West Linn; however, as noted below, the services under this Agreement may be capped if the expenses exceed revenue. Oregon City will invoice the City of West Linn at the conclusion of each quarter for services rendered. The invoice provided by Oregon City will include explanatory data to show actual services provided by Oregon City.

(B) West Linn agrees to reimburse Oregon City for the expenses incurred in providing the programs identified in the Scope of Services as described in Section 3 below. West Linn shall pay any invoice it receives within thirty (30) days of the date of the invoice unless West Linn has a good-faith basis to dispute the accuracy of the invoice.

3. Reimbursement.

The City of West Linn will reimburse the Pioneer Community Center up to the amounts listed below for the services provided during the term of the agreement.

Nutritional Program: \$24,400 per fiscal year

Transportation Program: \$16,831 per fiscal year

The above amounts reflect budgeted expenses and revenues by the Pioneer Community Center. Exact expenses, cost and revenues may fluctuate throughout the fiscal year.

An annual review may be made by the Pioneer Community Center to ensure revenues from all sources will cover the annual expense. If expenses are not covered, a request of additional funds may be made, not to exceed 3% in any one year. In addition, services may be capped if the expenses exceed revenue offset.

4. Termination. The Agreement may be terminated at any time for nonperformance of any material term of this Agreement. In addition, either party may terminate the Agreement upon providing 60 days written notice to the other party. Termination of this Agreement shall not affect any obligations or liabilities accrued to the Parties prior to such termination. Finally, this agreement is dependent on the allocation of funds and/or services through the formal budget process for both parties. If either Party is unable to fulfill requirements under this agreement, that Party shall notify the other Party of their inability to perform and this Agreement shall be terminated upon receipt of that notice.

5. Notices. Notices related to this Agreement shall be directed to the following contacts:

City of Oregon City
Social Service & Community Center Manager
Cecily Rose
615 5th St
Oregon City, OR 97045
crose@orcify.org

City of West Linn
Parks & Recreation Director
Megan Big John
22500 Salamo Rd
West Linn, OR 97068
mbigjohn@westlinnoregon.gov

6. Compliance with laws. The Parties agree to comply with all applicable local, state, and federal ordinances, statutes, laws, and regulations.

7. No assignment. This Agreement may not be subcontracted, assigned, or transferred by either party without the express written consent of the other party.

8. Mutual Indemnification. Each party shall defend, indemnify and hold the other harmless from and against any and all claims, lawsuits, or actions for damages, costs, losses or expenses arising from the indemnifying party's actions pursuant to this Agreement.

9. Dispute Resolution. Any dispute arising out of this Agreement will first attempt to be resolved informally between the Parties, first at the management level and then at the governing body level. If the dispute cannot be resolved informally, then the Parties may pursue any rights and remedies available to them.

10. No Attorneys' Fees. In the event any arbitration, action or proceeding, including any bankruptcy proceeding, is instituted to enforce any term of this Agreement, each party shall be responsible for its own attorneys' fees and expenses.

11. No Waiver of Claims. The failure by either party to enforce any provision of this Agreement shall not constitute a waiver by that party of that provision or any other provision of this Agreement.

12. Entire Agreement. This Agreement constitutes the entire Agreement between the Parties for document scanning and storage services and supersedes any and all prior or contemporaneous negotiations or agreements among the parties, if any, whether written or oral which are not fully expressed herein. This Agreement may not be modified or amended except in writing signed by each party to this Agreement.

City of Oregon City

City of West Linn

Tony Konkol, City Manager
625 Center Street (PO Box 3040)
Oregon City, OR 97045

John Williams, City Manager
22500 Salamo Rd
West Linn, OR 97068



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To:	City Commission	Agenda Date:	July 9, 2024
From:	Michael Dobaj, IT Director		

SUBJECT:

Vectra Network and Cloud Security Services

STAFF RECOMMENDATION:

Approve a 1 - year Contract with Optiv for Vectra Security Services

EXECUTIVE SUMMARY:

Approve a 1-Year Contract with Vectra to maintain and Improve our Network Detection and Response services

BACKGROUND:

Cybersecurity is a top citywide focus for the IT Department. The city has been using a Network Monitoring tool called Darktrace. Although this is a good tool, IT has been looking at options that could reduce cost and supply a better solution. Vectra is that solution, at a cost saving of approximately \$10K a year, it makes sense to migrate to this new solution. These new services will include a 24x7 Security Operations Center, Cloud Security, and integration with our Endpoint Security. Comparing services with our current vendor, Vectra offers additional Cloud and security options at a lower annual cost as well as extends our ability to monitor the cities' network 24 X 7 with the addition of the tools, Security Operations Center. This will allow a human to monitor our network and take action if needed, even after hours. Two quotes were obtained. A 3rd vendor was reached out to but did not respond.

OPTIONS:

1. Approve Vectra Contract.
2. Approve Vectra Contract with Amendments.
3. Deny Vectra Contract and provide further direction.

BUDGET IMPACT:

Amount: \$74,209.79
Fiscal Year(s): 2024-2025
Funding Source(s): General Fund



Date: 6/20/2024
Expiration: 7/12/2024

To:
Oregon City
Michael Dobaj
625 CENTER ST
OREGON CITY, OR 97045-2253
US
503-657-0891
mdobaj@orcite.org

Term: 12 Months

Quote#: 4165043-5
Payment Terms: Net 30
Tax ID: 43-1806449
Internal Reference#: Q-2379197

From:
Gabe Jenks
gabe.jenks@optiv.com

Client Operations Specialist:
Commercial COS
optiv-cos-commercial@optiv.com

Remit Payment:
Optiv Security Inc.
PO Box 561618
Denver, CO 80256-1610

Line #	Product Description	QTY	Customer Price	Customer Extended Price
1	Vectra XDR for Network and Endpoints - Complete	500	USD 72.96	USD 36,480.00
2	Vectra Networks: Vectra CDR for M365 - Complete	287	USD 41.74	USD 11,979.38
3	Vectra Networks: Vectra IDR for AAD - Complete	287	USD 16.73	USD 4,801.51
4	Vectra Networks: Vectra Match for Network signature support	500	USD 2.77	USD 1,385.00
5	Vectra Networks: X29 Brain / Sensor / Mixed Mode Appliance	1	USD 14,396.93	USD 14,396.93
6	Vectra Networks: Fast Start Remote Implementation Services	1	USD 5,133.00	USD 5,133.00

Subtotal:	USD 74,175.82
Estimated Tax:	USD 0.00
Estimated Shipping:	USD 33.97
Grand Total:	USD 74,209.79

Sales Quote Terms and Conditions

This Sales Quote and the Client's purchase of the Products listed in this Sales Quote are subject to and shall be governed by (i) the Sales Quote Terms and Conditions and (ii) the Data Processing Terms and Conditions, both available at <http://www.optiv.com/agreements>

Optiv Security Inc., 1144 15th Street, Suite 2900, Denver, CO 80202 United States

Implementation Services Scope of Work

Client Name: Oregon City
Prepared by: Garrett Thomas
Date: 6/27/2024



THREAT DETECTION
AND RESPONSE
CLOUD-SECURITY
ENTERPRISE

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1 Introduction

1.1 Document History

Version	Date	Solutions Engineer	Customer Success Manager
1.0	6/27/24	Michael LeSueur	TBD

1.2 Brief Overview

Vectra is committed to ensuring that Vectra MDR becomes an indispensable member of the organization's security team and day-to-day operations. The Vectra Customer Success team will be your guide through the onboarding and rollout process, through four main areas: planning, initial deployment, advanced deployment, and SOC enablement.

2 Implementation Services

2.1 Implementation Roadmap

Vectra will assign dedicated consultants to deliver the following deployment service items:

- ▼ **Planning:** Architecture review and traffic analysis – Remote.
- ▼ **Physical Deployment:** Physical installation and connectivity initiation services led by the partner/customer.
- ▼ **Configuration and Integration:** Configuration, integrations, and advanced services led by Vectra - Remote.
- ▼ **SOC essentials enablement:** Walkthroughs and triage enablement session provided by Vectra – Remote.
- ▼ **Documentation:** As-built documentation detailing the implementation – Remote.

2.2 Implementation Methodology

Vectra implementation is best conducted in three phases that concentrate first on rapid time to value, second on enhancement and broader environment integration, and lastly on continued enablement, usage, and adoption. Following this methodology improves return on investment and provides the quickest visibility, investigation, and remediation of security threats.

- ▼ **Phase 1: Time to Value** (initial deployment, configuration, and enablement)
 - Time expectation: 30 – 90 days, depending on implementation scope and urgency.
 - Focus: Deployment and visibility of critical networks and assets, all purchased Vectra products, configurations and tasks requiring low effort and high reward, additional customer requirements appropriate for this stage, and initial enablement.
- ▼ **Phase 2: Continued Enhancement** (additional integrations, coverage expansion, validations)
 - Time expectation: 15 – 45 days, depending on remaining in-scope efforts and urgency.
 - Focus: Continued attention to integrations and workflow, expanding network coverage beyond critical environments to include remote/other networks, and validating traffic flows and detection efficacy.
- ▼ **Phase 3: Enablement and Adoption** (essentials training, triage sessions, best practices)
 - Time expectation: 15 – 30 days, according to routine meeting cadence.
 - Focus: Enablement and platform adoption across all SOC team members utilizing Vectra, as well as any IT administration who will be managing the platform operation.

Vectra implementation is conducted through teamwork and cooperation between the Vectra team and the customer team. Resources should be allocated to meet logistical, operational, technical, and time-based requirements.

- ▼ **Accountability**
 - Vectra will assign a Customer Success Manager to develop and maintain customer engagement and relationships, a Consulting Engineer to maintain and execute the implementation plan, and the sales team that has brought efforts forward.
 - The customer should provide a project owner/manager to maintain customer-related processes and act as the primary point of contact, a champion who understands the vision, usage, and value of Vectra through deep understanding or usage of the platform, and any appropriate subject matter experts for key technological efforts along the way.

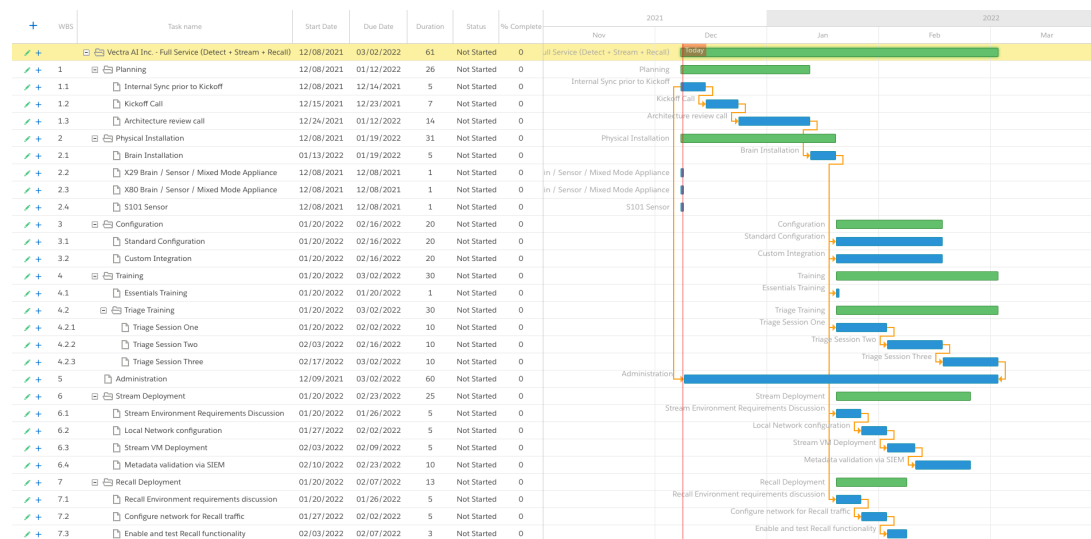
2.3 Implementation Plan

Vectra will plan for and conduct implementation based on the Implementation Roadmap (2.1), Implementation methodology (2.2), Services Catalogue option appropriate (2.4), and Project Scope (2.5), along with any additional requirements indicated by the customer.

Implementation Expectations:

- Oregon City, single location
 - Installing qty 1 mix-mode brain/sensor

Below is a sample project that you can expect during implementation, provided by your Consulting Engineer using Vectra's PSA tool:



2.4 Services Catalog

Vectra offers different implementation packages depending on the project's size and scope. The Vectra Implementation Services team will work closely with your team to deliver the chosen service package out of the following:

Fast Start: Designed for remote implementation of up to ten physical or virtual devices.

Full Service: Design for implementation of up to 20 physical or virtual devices as well as additional services and remote installation and training.

Custom: Designed for a full-scale global deployment catered to suit larger implementations of any size and requirement.

Scope	Remote or onsite implementation		
	Fast Start	Full Service	Custom
Architectural diagram	-	✓	✓
Device installation limit	10	20	Custom
Cloud implementation	Custom scoped	Custom scoped	Custom scoped
Vectra Complete XDR Detect M365 AAD	✓	✓	✓
Traffic analysis (topo)	✓	✓	✓
Essentials training	Remote	Remote	Custom
Physical installation	Remote	Remote	Custom
Triage sessions	1	3	Custom
Project manager	-	✓	✓
Integration services	UI Only	UI and 1 custom	Custom
Term	< 30 Days	< 3 Months	Custom

2.5 Project Scope

Vectra Products	Purchased	QTY	Comments
Hardware			
- X29	Yes	1	
Virtual			
- AWS Sensors	No		
- Azure Sensors	No		
- GCP Sensors	No		
- Hyper-V Sensors	No		
- KVM Sensors	No		
Software			
- XDR (Network + Endpoints)	Yes	500	Defender for the Endpoints
- Detect (AWS/Azure)	No		
- M365/AAD	Yes	287	
- Stream	No		
- Match	Yes	500	
- IP's purchased	Yes	500	
Non-Native Integrations			
	No		

2.6 Installation and Configuration

Based on the project's scope, installation includes:

- ▼ Deploying Vectra X-Series mixed-mode appliances.

Based on the project's scope, the configuration can include:

- ▼ Configuring firewall rules to allow brain-sensor communication.
- ▼ Configuring SPAN ports or taps to direct the correct traffic to Vectra appliances.
- ▼ Setting up DHCP and Kerberos log forwarding to improve HostID coverage.
- ▼ Forwarding Metadata to Recall services and archiving it.
- ▼ Integrating with M365 to activate SaaS detections and visibility enrichment.
- ▼ Enriching metadata with Microsoft ATP integration and enabling machine lockdown feature.
- ▼ Setting up AD integration for user information enrichment.
- ▼ Setting up AD for account lockdown for users with high threat and certainty scores.
- ▼ Setting up AD, RADIUS, TACACS+, or SAML based authentication.
- ▼ Setting up automated periodic backups.
- ▼ Configuring Syslog and SMTP email alerts.
- ▼ Validating traffic received across the system.
- ▼ Configuring health monitoring and alerting services.

Vectra can provide guidance on networks/zones to capture traffic from, span/tap/packet broker configuration, vSensor resource requirements, vSensor deployment best practices (including automation).

Once the hardware is deployed and receiving traffic, Vectra will work with the client to validate that the traffic being seen is high quality and validate that hostID coverage is sufficient to track hosts accurately.

2.6 Deliverables

Following is a list of deliverables for the project:

- ▼ A written status report detailing work performed for each objective and confirming the successful installation and pairing of each device to the Vectra Brain.

During a Triage Session as part of Vectra Consulting Services, the Vectra Subject Matter Expert (SME) will discuss the Cognito Detect experiences of Customer SOC personnel regarding observed detections, trends, and behaviors. The SME will review the detections and hosts to remove as much authorized behavior from the product as possible and balance this noise reduction with potential attacker behavior.

2.7 Assumptions

- ▼ All the information provided by the client and the partner is accurate and up to date.
- ▼ SPAN/Network configuration is built and taken care of by the client's technical staff.
- ▼ Firewall configuration is built and taken care of by the client's technical staff.
- ▼ Configuration related to third-party solutions is built and taken care of by the client's technical staff.
- ▼ The client will provide hardware recourses for virtual solutions.
- ▼ The client will provide adequate rack space, power, and cooling to install the appliances.
- ▼ Shipping, racking, and cabling will be done by the partner.
- ▼ Technical support that requires physical attendance will be provided by the partner unless listed otherwise in the project's scope.

2.8 Out of Scope Services

- ▼ Passive cabling material along with pulling, terminating, and testing are out of Vectra's scope.
- ▼ Unmentioned services including nonnative integrations and custom solutions are out of scope.
- ▼ Vectra is not responsible for troubleshooting 3rd party tools and other vendors' services.
- ▼ Any objectives desired from the non-native integrations that has not been mentioned in the project scope.
- ▼ HLD, LLD, and any other documentation are out of Vectra's scope. However, a holistic as-built documentation is provided at the end of the project.

3 Recall Services

Recall enables incident responders to follow the chain of events from an initial threat signal – whether from Cognito Detect, another security event or threat intelligence source – using enriched network metadata that is searchable by hostname. Vectra Recall will archive network metadata for a number of weeks, based on the information provided in the project's scope section.

7 Health Checks

Vectra will provide health checks which is a proactive step to verify system functions and hardware operations along with recommendations on gaining a better utilization of the product.

8 Traffic Validation

The solution engineer will perform a traffic validation exercise to verify the traffic received on the SPAN ports and provide statistics and information related to misconfiguration. Such exercise will ensure that the system is receiving full patterns of traffic.

9 Contact & Escalation

The Solution Engineer is the primary contact for the technical part of the project while the Customer Success Manager is the primary contact for the project management. The Consulting Engineering Manager can be reached as the first level of escalation while the Customer Success Director can be reached as a final step in the escalation process.

Name	Role	Email	Telephone
Michael LeSueur	SE	Mlesueur@vectra.ai	650-670-0534
Shan Zhou	SE Director	szhou@vectra.ai	650-438-6819

10 Support Services

The support team will be available to support in case of failure or technical issues related to Vectra hardware. 4-hour response during business hours on normal US/European/Asia-Pacific working days:

- ▼ Full support coverage from 9am to 5pm to include:
 - 8am to 6pm Central European Time.
 - 8am to 6pm UK Standard Time.
 - 8am to 6pm Eastern Standard Time.
 - 8am to 6pm Pacific Standard Time.
 - 8am to 6pm Sydney Standard Time.
- ▼ Engineering coverage from 10am to 5pm to include:
 - 3pm to 1am UK Standard Time.
 - 10am to 5pm Eastern Standard Time.
 - 9am to 5pm Pacific Standard Time.
- ▼ 24-hour, 7-day support for business-critical issues:
 - Support and engineering resources available on-request.
 - Emergency escalation process for situations demanding immediate attention.

Contact information:

Email: support@vectra.ai

Portal and knowledgebase: <http://support.vectra.ai>

Telephone:

US: +1 408 326-2022

Europe: +41 44 508-3049



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission

Agenda Date: July 9, 2024

From: John Lewis, Public Works Director

SUBJECT:

Public Improvement Contract with Suulutaaq Inc. for the Barclay Hills Storm Drainage Improvements Project (CI 23-014)

STAFF RECOMMENDATION:

Award the bid and authorize the City Manager to execute the Public Improvement Contract with Suulutaaq Inc. in the amount of \$173,127.49 for construction of the Barclay Hills Storm Drainage Improvements Project (CI 23-014).

EXECUTIVE SUMMARY:

The drainage channel for Barclay Hills Park (and the Barclay Hills Storm Pond) has been experiencing scouring which is undermining the slope in the backyards of several residences on Peter Skeene Way. This project will address the scouring by armoring the channel and stabilizing the toe on the slope along the properties.

BACKGROUND:

In January 2024, the City contracted with 3J Consulting, Inc. to complete the design of the Barclay Hills Storm Pond Improvements. The project will armor the drainage channel and stabilize the existing slope along several properties on Peter Skeene Way.

On June 5th and 7th, 2024, the project was advertised in the *Daily Journal of Commerce*, and the City bid site, in accordance with City and State contracting procedures. The bid opening was held on June 26, 2024 and one (1) bid was received. Staff and 3J Consulting, Inc. reviewed the bid and determined that Suulutaaq Inc. was the low responsive bidder. The contract award value is one hundred seventy-three thousand one hundred twenty-seven dollars and forty-nine cents (\$173,127.49).

The list below includes the bidders and bid amounts received for this project:

Suulutaaq Inc.	\$173,127.49
Engineer's Estimate	\$180,000.00

Construction will occur in the Summer of 2024 and is anticipated to be completed by Fall 2024.

OPTIONS:

1. Approve Public Improvement Contract with Suulutaaq Inc. for the Barclay Hills Storm Drainage Improvements Project (CI 23-014).

2. Approve Public Improvement Contract with Suulutaaq Inc. for the Barclay Hills Storm Drainage Improvements Project (CI 23-014) with Amendments.
3. Deny Public Improvement Contract with Suulutaaq Inc. for the Barclay Hills Storm Drainage Improvements Project (CI 23-014) and provide staff further directions.

BUDGET IMPACT:

Amount: \$173,127.49
Fiscal Year(s): 2024/25
Funding Source(s): Storm Fund

SECTION III A
CONTRACT AGREEMENT

This Agreement made and entered into this 9th day of July, 2024, between the CITY OF OREGON CITY (“CITY”), acting by and through the City Commission and **SUULUTAAQ, INC.** (“CONTRACTOR”).

Witnesseth, that the CONTRACTOR and the CITY, for the considerations stated herein, agree as follows:

ARTICLE I - Scope of Work

The CONTRACTOR hereby agrees to furnish all of the materials, equipment and labor necessary, and to perform all of the work for the project entitled: **BARCLAY HILLS STORM POND AND DRAINAGE IMPROVEMENTS PROJECT (CI 23-014)** in accordance with the contract documents which are hereby made a part of this agreement.

The contract documents consist of:

Invitation to Bid Scope of Work Instructions to Bidders Bid Submittal Requirements and Forms Contract Agreement Oregon City Public Improvement Standard Conditions Statutory Conditions to Contract Agreement Performance Bond Payment Bond State of Oregon Statutory Public Works Bond General Conditions	Prevailing Wage Rates for Public Works Contracts in Oregon, dated January 5, 2024 Amendments to the Prevailing Wage Rates for Public Works Contracts in Oregon dated April 5, 2024 Prevailing Wage Apprenticeship Rates dated April 5, 2024 Definitions of Covered Occupations for Public Works Contracts in Oregon dated July 1, 2018 Special Provisions Contract Drawings City of Oregon City Standard Details3333 Technical Specifications 2021 Oregon Standard Specifications for Construction (ODOT and APWA) as referenced by these documents All items included within these Contract Documents.
--	--

The order of items cited above does not constitute an order of precedence different than that established in the special or standard specifications. Equivalent titles, which may be substituted for the above listed items, are included as if specifically named.

ARTICLE II - Time of Completion

The project shall be substantially complete by August 31, 2024, and ready for final acceptance by September 30, 2024 as identified in 00180.50(b) of the Special Provisions.

ARTICLE III – Contract Amount

The Contract Amount for the work covered by this Agreement is estimated to be **one hundred seventy-three thousand, one hundred twenty-seven and forty-nine cents (\$173, 127.49).**

ARTICLE IV - Warranty and Quality of Work

In addition to all other warranties, express or implied, that are part of this Agreement, the Contractor expressly warrants to the City for a period of one year from acceptance of the work by the City that all materials and equipment furnished under this contract will be new, unless otherwise specified, and that the work will be of good quality, free from faults and defects and in conformance with the City's specifications. Work that does not conform to these standards shall be considered defective.

Contractor shall, at its own expense, make good and repair any and all defects arising from faulty workmanship or materials, if the defective work is discovered within the one-year warranty period and notice thereof is given to the Contractor within 60 days after the expiration of the warranty period. If required by the City, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment used to repair the defect.

In witness whereof, the parties hereto have executed this agreement, the day and year first above written.

CITY OF OREGON CITY

CONTRACTOR NAME

By: _____
Anthony J. Konkol III
City Manager

Printed Name

By: _____
John M. Lewis, P.E.
Public Works Director

By: _____
Authorized Signature

Approved as to Legal Sufficiency

Title

By: _____
City Attorney

Date

Address:

City Commission Award Date:

Federal Taxpayer ID Number

MEMORANDUM

To: John Burrell
Project Manager
City of Oregon City

From: Laura Oxsen, PE
Civil Engineer

Date: June 27, 2024

Project Name: Barclay Hills Storm Pond and Drainage Improvement Project

Project No: CI 23-014

RE: Bid Summary

John, we have had the opportunity to review the bid results from the June 26, 2024 bids associated with the Barclay Hills Storm Pond and Drainage Improvement Project. Attached you will find the following information:

- Barclay Hills Storm Pond and Drainage Improvement Project – Bid Listing, dated June 26, 2024
- Barclay Hills Storm Pond and Drainage Improvement Project – Bid Review Checklist, dated June 26, 2024
- Barclay Hills Storm Pond and Drainage Improvement Project – Bid Tab Summary, dated June 26, 2024
- Barclay Hills Storm Pond and Drainage Improvement Project – Notice of Intent to Award, June 26, 2024



A total of one (1) bid was received for the project. 3J Consulting has reviewed the information provided by each bidder and has determined that the one (1) bidder has provided the required information and is determined to be responsive. 3J Consulting has reviewed each bid in detail for errors and noted the below items on the Suulutaaq Inc. Bid:

- Extended price (total cost) for Bid Item 7 General Excavation is listed as \$21,500.00 while extending unit prices yields \$21,500.10.
- Extended price (total cost) for Bid Item 8 Stone Embankment is listed as \$58,000.00 while extending unit prices yields \$58,002.12.
- Extended price (total cost) for Bid Item 9 Riprap Geotextile is listed as \$7,400.00 while extending unit prices yields \$7,400.27.
- Extended total base bid is listed as \$173,125.00 while summation of extended unit prices yields \$173,127.49.
- Bid amount is the extended unit prices value of \$173,127.49. Per Contract Documents Section I Instructions to Bidders Part 12.B.2, "for discrepancies between unit prices and extended prices, unit prices shall prevail."

The deficiencies are noted on the Bid Listing sheet, as well as the Bid Tab Summary.

Based on the bid information provided 3J Consulting has determined **Suulutaaq Inc.** is the apparent low responsive bidder with the total base bid amount of **\$173,127.49**. 3J Consulting recommends that the City award the Barclay Hills Storm Pond and Drainage Improvement Project to **Suulutaaq Inc.**

If you should have any questions or concerns with the attached or require additional information please do not hesitate to contact me.

Sincerely,

Laura Oxsen, PE
Civil Engineer
3J Consulting, Inc.

copy: File
copy: Chase Welborn, Project Manager

- - - END OF DOCUMENT - - -



Client City of Oregon City
Project Barclay Hills Storm Pond and Drainage Improvement Project (CI 23-014)
Bid Tabulation
Date: 6/26/2024

Apparent Low

Other Bidders

Item	Description	Units	Quantity
1	EXTRA WORK AS AUTHORIZED	LS	1
2	00210 - MOBILIZATION	LS	1
3	00280 - EROSION CONTROL	LS	1
4	00490 - BYPASS PUMPING	LS	1
5	00305 - CONSTRUCTION SURVEY WORK	LS	1
6	00320 - CLEARING AND GRUBBING	LS	1
7	00330 - GENERAL EXCAVATION	CY	18
8	00330 - STONE EMBANKMENT	CY	396
9	00350 - RIPRAP GEOTEXTILE	SY	505
10	01030 - RED CEDAR TREE (1-GAL)	EA	1
	CONTINGENCY		
TOTAL (ITEMS 1 TO 10)			

Engineers Estimate	
Unit Price	Extended
\$ 15,000.00	\$ 15,000.00
\$ 30,000.00	\$ 30,000.00
\$ 9,000.00	\$ 9,000.00
\$ 7,500.00	\$ 7,500.00
\$ 1,000.00	\$ 1,000.00
\$ 15,000.00	\$ 15,000.00
\$ 100.00	\$ 1,800.00
\$ 130.00	\$ 51,480.00
\$ 10.00	\$ 5,050.00
\$ 1,100.00	\$ 1,100.00
	\$ 36,594.60
	\$ 173,524.60

Suulutaaq Inc.	
Unit Price	Extended
\$ 15,000.00	\$ 15,000.00
\$ 11,700.00	\$ 11,700.00
\$ 22,000.00	\$ 22,000.00
\$ 13,200.00	\$ 13,200.00
\$ 7,225.00	\$ 7,225.00
\$ 15,500.00	\$ 15,500.00
\$ 1,194.45	\$ 21,500.10
\$ 146.47	\$ 58,002.12
\$ 14.654	\$ 7,400.27
\$ 1,600.00	\$ 1,600.00
\$ -	\$ -
-0.2%	\$ 173,127.49

Contractor Name	
Unit Price	Extended
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
\$ -	\$ -
-100.0%	\$ -

Note:

FOR
***BARCLAY HILLS STORM POND AND
DRAINAGE IMPROVEMENT PROJECT***

PROJECT TEAM

UTILITIES & SERVICES

SITE INFORMATION

SITE MAP

SHEET LIST TABLE

SHEET NUMBER	SHEET TITLE
C001	COVER SHEET
C002	GENERAL NOTES
C100	EXISTING CONDITIONS AND DEMOLITION PLAN
C200	OVERALL SITE PLAN
C201	CHANNEL PLAN AND PROFILE
C250	TEMPORARY WATER MANAGEMENT AND EROSION CONTROL
C300	DETAILS

3J CONSULTING
9600 SW NIMBUS AVE., SUITE 100
BEAVERTON OR, 97006
DESIGNED BY: LEO
DRAWN BY: LEO

COVER SHEET

[illegible]

CITY OF OREGON CITY
PUBLIC WORKS DEPARTMENT
APPROVAL FOR CONSTRUCTION

APPROVED AS SUBMITTED
APPROVED AS NOTED IN RED

SIGNATURE _____
NAME: _____
DATE: _____

DATE: 05/30/2024

PROJECT RECORD DRAWING#:

DRAWING NUMBER:

C001

SHEET 1 OF 7



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission

Agenda Date: July 9, 2024

From: John Lewis, Public Works Director

SUBJECT:

Public Improvement Contract with T-Olsen Contractors, LLC for the Holmes Lane Waterline Replacement Project (CI 24-002)

STAFF RECOMMENDATION:

Award the bid and authorize the City Manager to execute the Public Improvement Contract with T-Olsen Contractors, LLC in the amount of \$1,077,573.97 for construction of the Holmes Lane Waterline Replacement Project (CI 24-002).

EXECUTIVE SUMMARY:

This project will replace the existing 12" steel pipe, between Prospect Street and Linn Avenue, with new ductile iron pipe. In addition, new water services and fire hydrants will be installed.

BACKGROUND:

The City's water operations staff have been dealing with breaks/leaks in the existing 12" steel waterline in Holmes Lane for many years. This pipe is a critical component in the City's water distribution system, as it supplies water to both the Boynton and the Henrici Reservoirs. However, when the Mountainview Pump Station is activated, to send water to the two reservoirs, the pressure surge can cause cracks and leaks in the old steel pipe. Replacement of this waterline is a high priority to ensure safe, continuous functioning of the water distribution system. The waterline is identified in the Water Infrastructure Finance and Innovation Act (WIFIA) project list as, WIFIA 2-3.

On June 5th and 7th, 2024, this project was advertised in the *Daily Journal of Commerce*, and the City bid site, in accordance with City and State contracting procedures. The bid opening was held on June 27, 2024, and seven (7) bids were received. Staff and RH2 Engineering reviewed the bids and determined that T-Olsen Contractors, LLC was the low responsive bidder. The contract award value is one million, seventy-seven thousand, six hundred ninety-four dollars and forty-nine cents (\$1,077,573.97).

The list below includes the bidders and bid amounts received for this project:

T-Olsen Contractors, LLC	\$1,077,573.97
Trench Line Excavation, Inc.	\$1,328,145.33
Landis & Landis Construction	\$1,341,627.00
ICON Construction &	\$1,439,695.00

Development	
Interlaken, Inc.	\$1,499,884.00
MJ Hughes Construction	\$1,510,613.00
SLE, Inc.	\$1,524,477.00
Engineer's Estimate	\$1,500,000.00

Construction will occur in the Summer and Fall of 2024 and work is anticipated to be completed by the end of 2024.

OPTIONS:

1. Approve Public Improvement Contract with T-Olsen Contractors, LLC for the Holmes Lane Waterline Replacement Project (CI 24-002).
2. Approve Public Improvement Contract with T-Olsen Contractors, LLC for the Holmes Lane Waterline Replacement Project (CI 24-002) with Amendments.
3. Deny Public Improvement Contract with T-Olsen Contractors, LLC for the Holmes Lane Waterline Replacement Project (CI 24-002) and provide further direction.

BUDGET IMPACT:

Amount: \$1,077,573.97
Fiscal Year(s): 2024/25
Funding Source(s): Water Fund

SECTION III A **CONTRACT AGREEMENT**

This Agreement made and entered into this 9th day of July, 2024, between the CITY OF OREGON CITY ("CITY"), acting by and through the City Commission and **T-OLSEN CONTRACTING, INC.** ("CONTRACTOR").

Witnesseth, that the CONTRACTOR and the CITY, for the considerations stated herein, agree as follows:

ARTICLE I - Scope of Work

The CONTRACTOR hereby agrees to furnish all of the materials, equipment and labor necessary, and to perform all of the work for the project entitled: **Holmes Lane Waterline Replacement Project WIFIA 2-3 (CI 24-002)** in accordance with the contract documents which are hereby made a part of this agreement. The contract documents consist of:

Invitation to Bid Instructions to Bidders Bid Submittal Requirements and Forms Contract Agreement Oregon City Public Improvement Standard Conditions Statutory Conditions to Contract Agreement WIFIA Contract Requirements Payment Bond Performance Bond State of Oregon Statutory Public Works Bond Davis Bacon Wage Rates for Public Works Contracts in Clackamas County, Oregon for Heavy Construction, WD # OR20240053, Modification 8 , Published Date: June 13, 2024	Prevailing Wage Rates for Public Works Contracts in Oregon, dated January 5, 2024 Prevailing Wage Apprenticeship Rates dated April 5, 2024 Amendments to the Prevailing Wage Rates for Public Works Contracts in Oregon dated April 5, 2024 Definitions of Covered Occupations for Public Works Contracts in Oregon dated July 1, 2018 2021 Oregon Standard Specifications for Construction (ODOT and APWA) as referenced by these documents Special Provisions Archaeological Inadvertent Discovery Plan (IDP) Addendum 1 Addendum 2 Contract Drawings City of Oregon City Standard Details All items included within these Contract Documents.
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The order of items cited above does not constitute an order of precedence different than that established in the special or standard specifications. Equivalent titles, which may be substituted for the above listed items, are included as if specifically named.

ARTICLE II - Time of Completion

The project shall be complete within **90 calendar** days from the authorized start date for On-site work as identified in the Notice to Proceed.

ARTICLE III – Contract Amount

The Contract Amount for the work covered by this Agreement is estimated to be one million, seventy-seven thousand, five hundred seventy-three dollars and ninety-seven cents (**\$ 1,077,573.97**).

ARTICLE IV - Warranty and Quality of Work

In addition to all other warranties, express or implied, that are part of this Agreement, the Contractor expressly warrants to the City for a period of one year from acceptance of the work by the City that all materials and equipment furnished under this contract will be new, unless otherwise specified, and that the work will be of good quality, free from faults and defects and in conformance with the City's specifications. Work that does not conform to these standards shall be considered defective.

Contractor shall, at its own expense, make good and repair any and all defects arising from faulty workmanship or materials, if the defective work is discovered within the one-year warranty period and notice thereof is given to the Contractor within 60 days after the expiration of the warranty period. If required by the City, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment used to repair the defect.

In witness whereof, the parties hereto have executed this agreement, the day and year first above written.

CITY OF OREGON CITY

T-OLSEN CONTRACTING, INC.

By: _____
Anthony J. Konkol III
City Manager

Printed Name

By: _____
John M. Lewis, P.E.
Public Works Director

By: _____
Authorized Signature

Approved as to Legal Sufficiency

Title

By: _____
City Attorney

Date

Address:

City Commission Award Date:

Federal Taxpayer ID Number



**RH2 ENGINEERING
Portland**

5335 Meadows Road, Suite 420
Lake Oswego, OR 97035
1.800.720.8052 / rh2.com

June 28, 2024

Mr. John Burrell
Project Manager
City of Oregon City
625 Center Street
Oregon City, OR 97045

Sent via: Email

**Subject: Holmes Lane Waterline Replacement (CI 24-002)
Recommendation for Award**

Dear Mr. Burrell:

The bids for the City of Oregon City's (City) Holmes Lane Waterline Replacement project were opened as advertised on Thursday, June 27, 2024, at 2:00 PM at the City's Public Works Department. Of the 7 bids received, T-Olsen Contracting, LLC, submitted the lowest bid at \$1,077,694.49, followed by Trench Line Excavation, Inc., at \$1,328,145.33. A summary of the lowest four bid totals is provided as follows.

1. T-Olsen Contracting, LLC	\$1,077,694.49
2. Trench Line Excavation, Inc.	\$1,328,145.33
3. Landis & Landis Construction, LLC	\$1,341,627.00
4. Icon Construction & Development	\$1,439,695.00

A detailed bid tabulation is attached for the City's reference. A review of the bids shows that T-Olsen Contracting's low bid was approximately 30 percent lower than the Engineer's Estimate of \$1,533,000.00. The second lowest bid, from Trench Line Excavation, was approximately 13 percent lower than the Engineer's Estimate. The highest bid of \$1,524,477.00 from SLE, Inc., was approximately 0.5 percent lower than the Engineer's Estimate. The average of the bids received was approximately \$1,388,859.33.

Summation errors were found in the bid schedules from T-Olsen Contracting. The Bid Total stated in T-Olsen Contracting's bid was \$1,077,694.49, but the calculated total based on summation of Extended Prices is \$1,077,573.97. These math errors do not affect T-Olsen Contracting's status of the lowest responsive bidder.

**WASHINGTON
LOCATIONS**

Bellingham
Bellevue
Bothell (Corporate)
East Wenatchee
Richland
Tacoma

**OREGON
LOCATIONS**

Medford
Portland

**IDAHO
LOCATIONS**

Nampa



Based on a review of the bid submissions received, RH2 recommends that the City award the contract to T-Olsen Contracting, LLC.

If you have any questions or would like to discuss anything further regarding this recommendation or the bid results, please contact me at (503) 446-5949 or dnichols@rh2.com. Thank you for the opportunity to assist you with this project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David Nichols', written in a cursive style.

David Nichols PE
Project Manager

Enclosures or Attachments
Holmes Lane Waterline Replacement Bid Tabulation

Client City of Oregon City
Holmes Lane Waterline Replacement Project (CI 24-002)
Bid Tabulation
Date: 6/28/24 9:00 AM

Apparent Low

Other Bidders

Item	Description	Units	Quantity	Engineers Estimate		T-OLSEN CONTRACTING, LLC		TRENCH LINE EXCAVATION, INC.		LANDIS & LANDIS CONSTRUCTION, LLC		ICON CONSTRUCTION & DEVELOPMENT		INTERLAKEN, INC.		MJ HUGHES CONSTRUCTION, INC.		SLE, INC.	
				Unit Price	Extended	Unit Price	Extended	Unit Price	Extended	Unit Price	Extended	Unit Price	Extended	Unit Price	Extended	Unit Price	Extended	Unit Price	Extended
1	Mobilization	LS	1	\$ 139,360.00	\$ 139,360.00	\$ 32,804.02	\$ 32,804.02	\$ 93,882.33	\$ 93,882.33	\$ 75,000.00	\$ 75,000.00	\$ 125,000.00	\$ 125,000.00	\$ 130,000.00	\$ 130,000.00	\$ 150,000.00	\$ 150,000.00	\$ 34,000.00	\$ 34,000.00
2	Work Zone Traffic Control, Complete	LS	1	\$ 40,000.00	\$ 40,000.00	\$ 61,301.35	\$ 61,301.35	\$ 55,693.10	\$ 55,693.10	\$ 87,000.00	\$ 87,000.00	\$ 125,000.00	\$ 125,000.00	\$ 100,000.00	\$ 100,000.00	\$ 85,000.00	\$ 85,000.00	\$ 118,750.00	\$ 118,750.00
3	Erosion and Sediment Control	LS	1	\$ 4,500.00	\$ 4,500.00	\$ 3,767.02	\$ 3,767.02	\$ 2,916.01	\$ 2,916.01	\$ 3,500.00	\$ 3,500.00	\$ 25,000.00	\$ 25,000.00	\$ 3,200.00	\$ 3,200.00	\$ 10,000.00	\$ 10,000.00	\$ 4,500.00	\$ 4,500.00
4	Construction Survey Work	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 9,745.85	\$ 9,745.85	\$ 9,723.97	\$ 9,723.97	\$ 12,500.00	\$ 12,500.00	\$ 30,000.00	\$ 30,000.00	\$ 11,000.00	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
5	Rock Excavation	CY	50	\$ 225.00	\$ 11,250.00	\$ 112.66	\$ 5,633.00	\$ 285.35	\$ 14,267.50	\$ 170.00	\$ 8,500.00	\$ 165.00	\$ 8,250.00	\$ 260.00	\$ 13,000.00	\$ 625.00	\$ 31,250.00	\$ 400.00	\$ 20,000.00
6	Boulder Removal	CY	100	\$ 175.00	\$ 17,500.00	\$ 116.58	\$ 11,658.00	\$ 213.97	\$ 21,397.00	\$ 95.00	\$ 9,500.00	\$ 150.00	\$ 15,000.00	\$ 265.00	\$ 26,500.00	\$ 625.00	\$ 62,500.00	\$ 425.00	\$ 42,500.00
7	Trench Foundation	CY	50	\$ 100.00	\$ 5,000.00	\$ 95.29	\$ 4,764.50	\$ 112.61	\$ 5,630.50	\$ 50.00	\$ 2,500.00	\$ 65.00	\$ 3,250.00	\$ 115.00	\$ 5,750.00	\$ 80.00	\$ 4,000.00	\$ 225.00	\$ 11,250.00
8	Contaminated Soil Trench Excavation & Disposal	CY	80	\$ 200.00	\$ 16,000.00	\$ 187.98	\$ 15,038.40	\$ 422.84	\$ 33,827.20	\$ 135.00	\$ 10,800.00	\$ 275.00	\$ 22,000.00	\$ 230.00	\$ 18,400.00	\$ 155.00	\$ 12,400.00	\$ 225.00	\$ 18,000.00
9	Abandon Existing Pipe	LF	2436	\$ 10.00	\$ 24,360.00	\$ 10.56	\$ 25,724.16	\$ 7.87	\$ 19,171.32	\$ 12.00	\$ 29,232.00	\$ 5.00	\$ 12,180.00	\$ 9.00	\$ 21,924.00	\$ 10.50	\$ 25,578.00	\$ 27.00	\$ 65,772.00
10	Cap & Abandon Ex. 12-inch Holmes Lane/Linn Ave	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 1,585.03	\$ 1,585.03	\$ 4,739.81	\$ 4,739.81	\$ 7,900.00	\$ 7,900.00	\$ 3,500.00	\$ 3,500.00	\$ 6,800.00	\$ 6,800.00	\$ 3,150.00	\$ 3,150.00	\$ 2,135.00	\$ 2,135.00
11	Level 2, ½ Inch ACP Mixture Temporary, 2-Inches Thick	SY	1070	\$ 40.00	\$ 42,800.00	\$ 16.05	\$ 17,173.50	\$ 23.11	\$ 24,727.70	\$ 35.00	\$ 37,450.00	\$ 57.00	\$ 60,990.00	\$ 38.00	\$ 40,660.00	\$ 16.00	\$ 17,120.00	\$ 38.00	\$ 40,660.00
12	Level 2, ½ Inch ACP Mixture Permanent, 4-Inches Thick	SY	1970	\$ 78.00	\$ 153,660.00	\$ 49.95	\$ 98,401.50	\$ 57.74	\$ 113,747.80	\$ 61.00	\$ 120,170.00	\$ 80.00	\$ 157,600.00	\$ 60.00	\$ 118,200.00	\$ 47.00	\$ 92,590.00	\$ 46.50	\$ 91,605.00
13	Pavement Marking and Striping Replacement	LS	1	\$ 4,000.00	\$ 4,000.00	\$ 4,715.73	\$ 4,715.73	\$ 4,922.15	\$ 4,922.15	\$ 13,900.00	\$ 13,900.00	\$ 25,000.00	\$ 25,000.00	\$ 6,400.00	\$ 6,400.00	\$ 15,000.00	\$ 15,000.00	\$ 14,000.00	\$ 14,000.00
14	8-inch Potable Water Main, Fittings and Couplings with Restrained Joints, and Class B Backfill	LF	75	\$ 280.00	\$ 21,000.00	\$ 145.14	\$ 10,885.50	\$ 215.78	\$ 16,183.50	\$ 201.00	\$ 15,075.00	\$ 155.00	\$ 11,625.00	\$ 250.00	\$ 18,750.00	\$ 285.00	\$ 21,375.00	\$ 219.00	\$ 16,425.00
15	12-inch Potable Water Main, Fittings and Couplings with Restrained Joints, and Class B Backfill	LF	2200	\$ 300.00	\$ 660,000.00	\$ 166.80	\$ 366,960.00	\$ 205.11	\$ 451,242.00	\$ 191.00	\$ 420,200.00	\$ 195.00	\$ 429,000.00	\$ 200.00	\$ 440,000.00	\$ 250.00	\$ 550,000.00	\$ 230.00	\$ 506,000.00
16	Connection to Existing at Holmes Lane (West)	EA	1	\$ 4,750.00	\$ 4,750.00	\$ 10,153.81	\$ 10,153.81	\$ 12,688.62	\$ 12,688.62	\$ 5,900.00	\$ 5,900.00	\$ 5,500.00	\$ 5,500.00	\$ 11,000.00	\$ 11,000.00	\$ 9,900.00	\$ 9,900.00	\$ 6,000.00	\$ 6,000.00
17	Connection to Existing at Linn Avenue	EA	1	\$ 8,500.00	\$ 8,500.00	\$ 23,577.70	\$ 23,577.70	\$ 21,500.35	\$ 21,500.35	\$ 23,000.00	\$ 23,000.00	\$ 35,000.00	\$ 35,000.00	\$ 24,000.00	\$ 24,000.00	\$ 23,000.00	\$ 23,000.00	\$ 21,000.00	\$ 21,000.00
18	Connection to Existing at Johnson Street	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 8,854.36	\$ 8,854.36	\$ 11,084.00	\$ 11,084.00	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	\$ 5,000.00	\$ 12,000.00	\$ 12,000.00	\$ 8,500.00	\$ 8,500.00	\$ 4,400.00	\$ 4,400.00
19	Connection to Existing at Leonard Street	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 8,749.57	\$ 8,749.57	\$ 10,999.77	\$ 10,999.77	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	\$ 5,000.00	\$ 13,000.00	\$ 13,000.00	\$ 8,500.00	\$ 8,500.00	\$ 5,320.00	\$ 5,320.00
20	Connection to Existing at Belle Court	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 8,644.78	\$ 8,644.78	\$ 10,599.44	\$ 10,599.44	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 8,500.00	\$ 8,500.00	\$ 4,260.00	\$ 4,260.00
21	Connection to Existing at Haley Court	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 8,959.16	\$ 8,959.16	\$ 10,684.76	\$ 10,684.76	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 13,000.00	\$ 13,000.00	\$ 8,500.00	\$ 8,500.00	\$ 5,175.00	\$ 5,175.00
22	Connection to Existing at Rilance Lane (South)	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 8,959.16	\$ 8,959.16	\$ 10,684.76	\$ 10,684.76	\$ 6,900.00	\$ 6,900.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 8,500.00	\$ 8,500.00	\$ 5,175.00	\$ 5,175.00
23	Connection to Existing at Rilance Lane (North)	EA	1	\$ 7,000.00	\$ 7,000.00	\$ 8,959.16	\$ 8,959.16	\$ 10,684.76	\$ 10,684.76	\$ 5,900.00	\$ 5,900.00	\$ 5,000.00	\$ 5,000.00	\$ 14,000.00	\$ 14,000.00	\$ 8,500.00	\$ 8,500.00	\$ 5,175.00	\$ 5,175.00
24	Connection to Existing at Laurel Lane	EA	1	\$ 5,500.00	\$ 5,500.00	\$ 8,655.25	\$ 8,655.25	\$ 10,630.07	\$ 10,630.07	\$ 5,900.00	\$ 5,900.00	\$ 5,000.00	\$ 5,000.00	\$ 13,000.00	\$ 13,000.00	\$ 8,500.00	\$ 8,500.00	\$ 4,875.00	\$ 4,875.00
25	Connection to Existing at Reservoir West Side	EA	1	\$ 5,500.00	\$ 5,500.00	\$ 10,452.47	\$ 10,452.47	\$ 12,907.38	\$ 12,907.38	\$ 10,800.00	\$ 10,800.00	\$ 5,500.00	\$ 5,500.00	\$ 14,000.00	\$ 14,000.00	\$ 10,000.00	\$ 10,000.00	\$ 7,100.00	\$ 7,100.00
26	Connection to Existing at Reservoir East Side	EA	1	\$ 7,500.00	\$ 7,500.00	\$ 12,459.28	\$ 12,459.28	\$ 15,676.91	\$ 15,676.91	\$ 9,500.00	\$ 9,500.00	\$ 5,500.00	\$ 5,500.00	\$ 17,000.00	\$ 17,000.00	\$ 13,000.00	\$ 13,000.00	\$ 9,200.00	\$ 9,200.00
27	8" Gate Valve with Joint Restraint	EA	7	\$ 2,750.00	\$ 19,250.00	\$ 1,883.75	\$ 13,186.25	\$ 1,972.14	\$ 13,804.98	\$ 1,900.00	\$ 13,300.00	\$ 3,100.00	\$ 21,700.00	\$ 2,250.00	\$ 15,750.00	\$ 3,500.00	\$ 24,500.00	\$ 2,740.00	\$ 19,180.00
28	12" Gate Valve with Joint Restraint	EA	16	\$ 4,250.00	\$ 68,000.00	\$ 3,478.35	\$ 55,653.60	\$ 3,829.98	\$ 61,279.68	\$ 3,700.00	\$ 59,200.00	\$ 4,650.00	\$ 74,400.00	\$ 4,000.00	\$ 64,000.00	\$ 5,500.00	\$ 88,000.00	\$ 4,500.00	\$ 72,000.00
29	1" Combination Air Release and Vacuum Valve Assembly	EA	2	\$ 4,000.00	\$ 8,000.00	\$ 3,498.48	\$ 6,996.96	\$ 3,181.06	\$ 6,362.12	\$ 3,900.00	\$ 7,800.00	\$ 12,000.00	\$ 24,000.00	\$ 8,000.00	\$ 16,000.00	\$ 6,000.00	\$ 12,000.00	\$ 3,635.00	\$ 7,270.00
30	Fire Hydrant Assembly, Short Run, with 6-inch Gate Valve	EA	2	\$ 9,500.00	\$ 19,000.00	\$ 10,452.47	\$ 20,904.94	\$ 10,384.84	\$ 20,769.68	\$ 9,500.00	\$ 19,000.00	\$ 8,500.00	\$ 17,000.00	\$ 11,500.00	\$ 23,000.00	\$ 10,000.00	\$ 20,000.00	\$ 12,000.00	\$ 24,000.00
31	1" Water Service Replacement with PRV, Long Run	EA	23	\$ 4,400.00	\$ 101,200.00	\$ 4,222.49	\$ 97,117.27	\$ 5,211.84	\$ 119,872.32	\$ 7,300.00	\$ 167,900.00	\$ 3,400.00	\$ 78,200.00	\$ 6,600.00	\$ 151,800.00	\$ 3,000.00	\$ 69,000.00	\$ 8,000.00	\$ 184,000.00
32	1" Water Service Replacement with PRV, Short Run	EA	9	\$ 3,900.00	\$ 35,100.00	\$ 3,697.74	\$ 33,279.66	\$ 4,089.84	\$ 36,808.56	\$ 6,700.00	\$ 60,300.00	\$ 3,000.00	\$ 27,000.00	\$ 5,250.00	\$ 47,250.00	\$ 2,750.00	\$ 24,750.00	\$ 7,850.00	\$ 70,650.00
33	2" Water Service Replacement with DCVA and PRV, Short Run	EA	1	\$ 8,000.00	\$ 8,000.00	\$ 11,853.03	\$ 11,853.03	\$ 9,035.28	\$ 9,035.28	\$ 21,000.00	\$ 21,000.00	\$ 7,500.00	\$ 7,500.00	\$ 15,500.00	\$ 15,500.00	\$ 17,000.00	\$ 17,000.00	\$ 24,100.00	\$ 24,100.00
34	Extra Work as Authorized	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
TOTAL (ITEMS 1 TO 34)					\$ 1,532,730.00	-29.7%	\$ 1,077,573.97	-13.3%	\$ 1,328,145.33	-12.5%	\$ 1,341,627.00	-6.1%	\$ 1,439,695.00	-2.1%	\$ 1,499,884.00	-1.4%	\$ 1,510,613.00	-0.5%	\$ 1,524,477.00

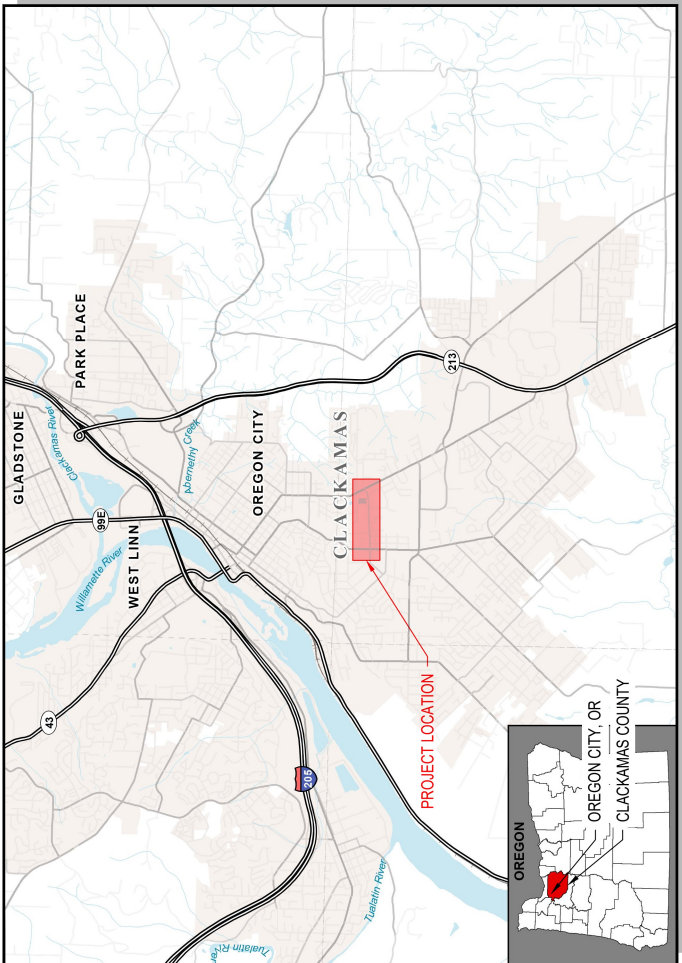


CITY OF OREGON CITY

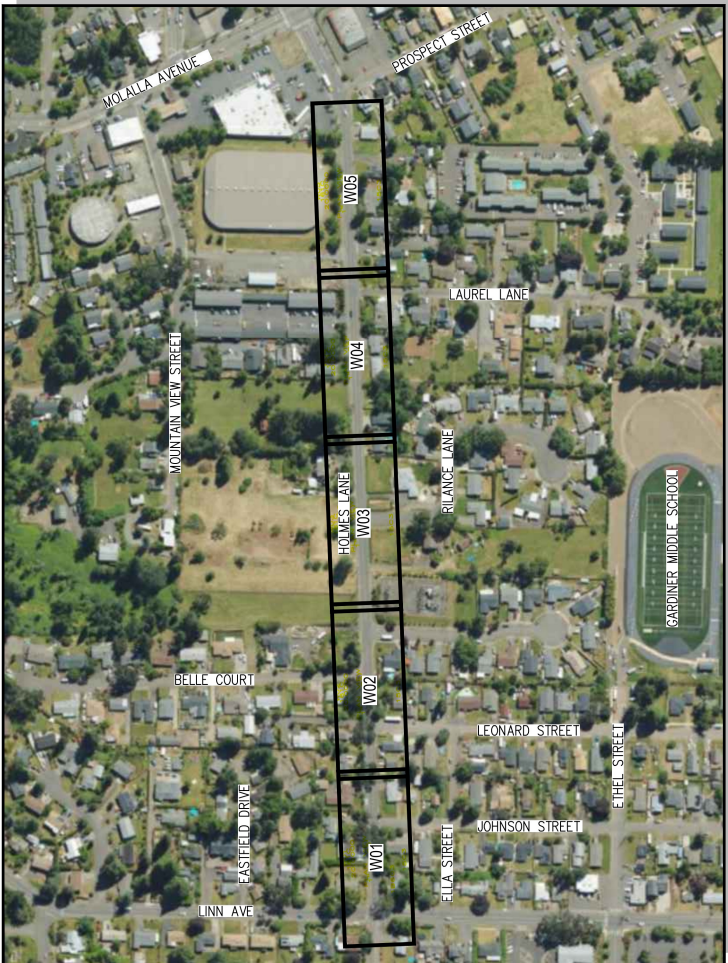
HOLMES LANE WATERLINE REPLACEMENT

SPRING 2024
VOLUME I OF I

PROJECT VICINITY MAP



PROJECT LOCATION MAP



LEGENDS

EXISTING LEGEND

IRON PIPE	FO	UNDERGROUND FIBER OPTICS
MONUMENT	OHT	OVERHEAD TELEPHONE
DIRECT PUSH PROBE LOCATIONS	G	NATURAL GAS
WATER METER	P	UNDERGROUND POWER
FIRE HYDRANT	OHP	OVERHEAD POWER
WATER GATE VALVE	SS	SANITARY SEWER
STORM DRAIN MANHOLE	ST	STORM DRAIN LINE
CATCH BASIN	W	WATER LINE
SANITARY SEWER MANHOLE	W	WATER LINE FROM RECORDS
SANITARY SEWER CLEANOUT	W	WATER SERVICE LINE
TELEPHONE PEDESTAL	---	PROPERTY LINE
TELEPHONE VAULT	---	RIGHT OF WAY CENTERLINE
TELEPHONE/POWER POLE	---	RIGHT OF WAY LINE
POLE GUY ANCHOR	---	MAJOR CONTOUR
GUY SUPPORT POST	---	MINOR CONTOUR
STREET LIGHT ASSEMBLY	---	ROADWAY CURB
NATURAL GAS METER	---	ROADWAY MARKINGS
BRIDGE SIGN	X	FENCE
SINGLE POST SIGN	X	WOOD FENCE
TREE (CONIFER)	---	ROADWAY ASPHALT AREA
TREE (DECIDUOUS)	---	GRAVEL ROADWAY
BOLLARD	---	SIDEWALK CONCRETE
MAILBOX	---	

PROPOSED LEGEND

WATER MAIN	WS
WATER SERVICE	WS
FIRE HYDRANT	WS
WATER METER	WS
THRUST BLOCK	WS
WATER VALVE	WS
FLANGED FITTING	WS
RESTRAINED JOINT FITTING	WS
CAP	WS
AIRCOMBINATION VALVE	WS
EXISTING WATER, TO BE ABANDONED PER NOTES ON DWG. NO. G01	WS
ACP SURFACE RESTORATION AREA	WS
SIDEWALK DRIVEWAY RESTORATION	WS
GRAVEL RESTORATION	WS

DRAWING INDEX

SHEET NO.	SHEET TITLE	DWG NO.
01	COVER	COV
02	GENERAL NOTES 01	G01
03	GENERAL NOTES 02	G02
04	WATER MAIN PLAN AND PROFILE 01	W01
05	WATER MAIN PLAN AND PROFILE 02	W02
06	WATER MAIN PLAN AND PROFILE 03	W03
07	WATER MAIN PLAN AND PROFILE 04	W04
08	WATER MAIN PLAN AND PROFILE 05	W05
09	DETAILS 01	D01
10	DETAILS 02	D02
11	DETAILS 03	D03
12	CONNECTION DETAILS 01	D04
13	CONNECTION DETAILS 02	D05
14	CONNECTION DETAILS 03	D06
15	CONNECTION DETAILS 04	D07
16	STRIPING PLAN 01	SP01
17	STRIPING PLAN 02	SP02
18	STRIPING PLAN 03	SP03
19	STRIPING DETAILS 01	SP04

CONTACT PERSONNEL

CONTACT	AGENCY	PHONE
JOHN BURRELL (PROJECT MANAGER)	OREGON CITY	(503) 406-1556
ERIC HAND (WASTEWATER)	OREGON CITY	(503) 657-8241
KEVIN HANKS (WATER)	OREGON CITY	(503) 657-8241
JAYSON THORNBERG (STREETS)	OREGON CITY	(503) 657-8241
DAVID NICHOLS, P.E.	RH2 ENGINEERING	(503) 446-5849
JESSYCA CHOSY	RH2 ENGINEERING	(503) 446-2835
RYAN WINFREE	NW NATURAL GAS	(503) 721-2550
RICHARD MARONEY	COMCAST	(503) 813-0482
DAVID DODD	LUMENCENTURYLINK	(503) 616-6291
MICHAEL HOLT	PORTLAND GENERAL ELECTRIC	(541) 965-1887

CALL 48 HOURS BEFORE YOU DIG
ONE CALL 1-800-332-2344

ATTENTION: OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090. YOU MAY OBTAIN COPIES OF THE RULES BY CALLING THE CENTER AT 503-232-1978.

PREPARED BY:
RH2

DRAWING NUMBER:

COV

SHEET 01 OF 19



RH2 ENGINEERING INC. 5335 MEADOWS ROAD SUITE 420 LAKE OSWEGO, OREGON 97035 503-246-0881	PROJECT NO. 24-0037	SCALE AS SHOWN
DATE Jun 3, 2024	DRAWN BY JLC	REV.

OC PROJECT #: CI 24-002
HOLMES LANE WATERLINE
REPLACEMENT PROJECT
COVER

REV NO.	DATE	DESCRIPTION



CITY OF OREGON CITY
PUBLIC WORKS DEPARTMENT
APPROVAL FOR CONSTRUCTION

APPROVED AS SUBMITTED
APPROVED AS NOTED IN RED

SIGNATURE
NAME
DATE

DATE: 6/3/2024

OC RECORD DRAWING:



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission

Agenda Date: July 9, 2024

From: John Lewis, Public Works Director

SUBJECT:

Amendment No. 2 to the Personal Services Agreement with Wallis Engineering for the Inflow & Infiltration Program Management (CI 21-015)

STAFF RECOMMENDATION:

Authorize the City Manager to Execute Amendment No. 2 to the Personal Services Agreement with Wallis Engineering, in the Amount of \$2,430,071.25 - To Continue Delivering the Inflow and Infiltration (I&I) Program Management (CI 21-015) for Fiscal Year (FY) 2024/2025.

EXECUTIVE SUMMARY:

The Inflow and Infiltration Management Program aims to deliver a complete and efficient program, focused on sanitary sewer I&I reduction. Amendment No. 2, of the existing Personal Services Agreement, renews the City's agreement with Wallis Engineering, to continue providing Program Management services for the I&I Program for FY 2024/2025.

BACKGROUND:

The City's 2014 Sanitary Sewer Master Plan calls for an Inflow & Infiltration (I&I) Removal Program – to reduce surface and subsurface water that is entering the sanitary sewer collection system. Infiltration typically occurs through holes, cracks, joint failures, and faulty connections in pipes or manholes because of age or disturbance. Inflow sources occur in improper connections such as roof drains, foundation drains, and stormwater catch basins.

I&I is an issue because clean water is being conveyed to the wastewater treatment plant, creating an additional/higher flow. These high flows require the City to maintain larger pump stations and sewer mains, which unnecessarily increases utility rates for customers and increases City maintenance efforts.

The I&I Program 5-year budget (2022-2027) is \$36 million. This budget exceeds City staff's capacity to oversee the design and construction of this program; therefore, the City adopted a consultant-led program management approach. Program management leverages the knowledge, experience, and workforce of the Consultant to increase City staff's capacity to deliver projects. The City has utilized this model to deliver the I&I Program over the last two years, which proved to be invaluable to the success of the program, to date.

Scope of Work

The attached scope of work (Exhibit A) generally describes the work this program delivery team will be performing, including continued management of the program and processes,

managing overall program delivery, validating the original project's scopes and cost estimates, assisting staff with the private program, public outreach, evaluating and prioritizing projects, designing individual projects, and providing engineering services during construction.

Amendment No. 2 adds funds to the following contract tasks:

- Task 1 Program Administration (\$145,000): Administering the program, regular program meetings, monthly reports & invoicing, and annual report.
- Task 2 Program Management (\$189,000): Program management plan, public outreach plan, basin condition assessment, smoke testing program, CCTV survey program, updating project delivery standards and templates.
- Task 3 Flow Monitoring and Analysis (\$155,000): Flow monitoring and analysis of post construction data for the Rivercrest Basin (fully rehabilitated after Rivercrest Phase 4 is completed) and Linn Basin (approximately 1/3 rehabilitated to date), and baseline data for all other program basins. The model will be recalibrated using all available flow data to evaluate the efficacy of partial (Rivercrest Phases 1-3) and wholistic (all other I&I projects) rehabilitation methods.
- Task 4 Engineering Services for Linn Project 1 (\$144,714.58): Portion of construction services and preparation of asbuilt documentation of the completed project.
- Task 5 Engineering Services for Linn Project 2 (\$375,747.85): Finalizing design and preparation of contract documents, obtaining land use approvals, advertisement and bidding support services, and construction inspection and management services.
- Task 6 Engineering Services for Molalla Project (\$100,000): Advertisement and bidding support services, construction inspection and management services.
- Task 7 Engineering Services for Rivercrest Phase 4 (\$339,719.40): Advertisement and bidding support services, construction inspection and management services.
- Task 8 Engineering Services for Newell Basin Project 1 (\$160,682): Design, and preparation of contract documents, and obtaining land use approvals.
- Task 10 Engineering Services for McLoughlin Basin Project 2 (\$150,000): Design and preparation of contract documents and obtaining land use approvals.
- Task 11 Engineering Services for Catch Basin Disconnection (-\$104,792.58): This project has been *eliminated*, so all unspent funds are being removed.
- Task 12 Engineering Services for McLoughlin Basin Project 1 (\$500,000): Design, and preparation of contract documents, advertisement and bidding support services, construction inspection and management services.
- Task 13 Engineering Services for Linn Basin Project 4 (\$200,000): Design and preparation of contract documents.
- Task 15 Engineering Services for the Manhole Sealing Program (\$75,000): Design and preparation of contract documents, advertisement and bidding support services, construction inspection and management services for the 2025 Manhole Rehabilitation Project.

This amendment supplements the funds remaining from the original contract and prior contracts. The following tasks have sufficient contract funds available to complete tasks

planned for FY 2024-2025:

- Task 9 Engineering Services for Linn Basin Project 4: Design and preparation of contract document.
- Task 14 (Engineering Services for McLoughlin Basin Project 3) is reserved for design work anticipated to begin in FY 2026-2027. No funds are allocated in this amendment.

This contract, via current and future amendments, will include all design and construction management services for all projects completed under the I&I Program Management. Construction contracts (for contractors) will be presented to the Commission (individually) for award, after bidding.

The I&I Program kicked off in May 2022. A summary of the contract is shown in the table below.

Original Contract	FY 21-22 and FY 22-23	\$1,402,000.00
Amendment #1	FY 23-24	\$2,977,231.08
Amendment #2	FY 24-25	\$2,430,071.25
Contract Total		\$6,809,302.33

The new total contract amount is \$6,809,302.33, covering the period from May 6, 2022, to June 30, 2025.

OPTIONS:

1. Approve Amendment No. 2 to the Personal Services Agreement with Wallis Engineering for the Inflow & Infiltration Program Management (CI 21-015).
2. Approve Amendment No. 2 to the Personal Services Agreement with Wallis Engineering for the Inflow & Infiltration Program Management (CI 21-015) with Amendments.
3. Deny Amendment No. 2 to the Personal Services Agreement with Wallis Engineering for the Inflow & Infiltration Program Management (CI 21-015) and provide further directions to staff.

BUDGET IMPACT:

Amount \$2,430,071.25

Fiscal Year(s): 2024-2025

Funding Source(s): Sanitary Sewer Fund

CITY OF OREGON CITY
Amendment No. 2 to Personal Services Agreement

INFLOW / INFILTRATION PROGRAM MANAGEMENT (CI 21-015)

This is an Amendment to the Personal Services Agreement by and between the City of Oregon City (hereinafter City), and **WALLIS ENGINEERING, PLLC**, hereinafter called "PS Consultant," which was previously entered into on **May 6, 2022** ("Contract") for **INFLOW / INFILTRATION PROGRAM MANAGEMENT (CI 21-015)** and

Whereas, the parties wish to amend the Contract as set forth below:

WITNESSETH:

1. The **Scope of Work** is hereby amended as follows:

The Scope of Work is being amended as outlined in Amendment 2 Exhibit A.

2. The **Duration of Contract** is hereby amended as follows:

The Duration of Contract is being extended from June 30, 2024, through **June 30, 2025**.

3. The **Payment Provisions** are hereby amended as follows:

For provision of revision of fee schedule described above, the contract price shall be increased by an amount not to exceed **two million, four hundred and thirty thousand, seventy-one dollars and twenty-five cents (\$2,430,071.25)**. The total not to exceed amount of the Agreement shall be **six million, eight hundred and nine thousand, three hundred and two dollars and thirty-three cents (\$6,809,302.33)**.

All other provisions of the Personal Services Agreement referenced above shall remain in full force and effect.

CITY OF OREGON CITY

WALLIS ENGINEERING, PLLC

By: _____

John M. Lewis, P.E.

Title: Public Works Director

DATED: _____, 20__.

By: _____

Anthony J. Konkol III

Title: City Manager

DATED: _____, 20__.

By: _____

Name: _____

Title: _____

DATED: _____, 20__.

ORIGINAL CITY COMMISSION APPROVAL:

DATE: 5/4/2022

PROJECT BACKGROUND

The City of Oregon City (City) provides sanitary sewer collection services to nearly 33,000 people spread across an area of approximately 9.3 square miles.

The City owns the following infrastructure: over 148 miles of gravity pipelines of various materials ranging in size from 2 to 42 inches in diameter; 3,700 manholes; 12 major sewage lift stations; and 6 miles of sanitary force mains.

The City of Oregon City requires a project administrator to provide continuing support in delivering its stated goals of reducing inflow and infiltration (I&I) into the sanitary sewer collection system across eight identified sewer basins. These basins contain over 70 miles of gravity pipelines, 1,600 manholes, and almost 5,600 customers. Wallis Engineering will administer the I/I Reduction Program over the next year.

PROJECT TEAM

Consultant	Responsibilities
Wallis Engineering (Wallis)	Program Management and Project Engineering
Leeway Engineering (Leeway)	Project Engineering
Century West Engineering	Project Engineering
Keller Associates (Keller)	Project Engineering
Jeanne Lawson & Associates (JLA)	Public Involvement
Pacific Int-R-Tek	CCTV Inspection
Compass	Surveying
Epic Land Solutions	Right-of-Way
GRI	Geotechnical Eng
Mackay Sposito	Construction Inspection
Morgan Holen & Associates	Arborist
Todd Prager & Associates	Arborist
Pacific Habitat Services	Environmental Permitting
VacX	Potholing
Greenworks	Landscape Services
ADS	Flow Monitoring
AINW	Archaeologist
BHC	Flow Modeling

SUPPLEMENTAL SCOPE OF WORK

This scope of work is an amendment to the original contract and is for FY 2024-2025 of the project which is anticipated to be complete by June 30, 2025. This supplemental scope of work is prepared with a more concise layout of program management, condition assessment and investigation, design services package development and delivery, and other billable tasks associated with the City's stated goals of reducing I&I. This scope of work will cover year three of the anticipated 4-year program and will provide budget to deliver the following minimum tasks:

- Continue the implementation of the Public Outreach Plan
- Pursue continued Condition Assessment of all WES-designated reimbursable regions of the City sewer system consisting of Basin 5 (McLoughlin), Basin 5A (Central), Basin 5AA (Canemah), Basin 5B (Newell), Basin 8 (Linn), Basin 10 (Rivercrest), Basin 12 (Warner Parrot) and Basin 12A (South End).
- Refinement of Rehabilitation Guidelines and Specifications.
- Provide the design, bid documents, bidding assistance, and construction services of selected rehabilitation phases within the designated sewer basins.
- Administer inspection services including smoke testing and CCTV inspection services of sewer infrastructure within the designated basins, including scheduling and contract management.
- Flow monitoring and modeling services to collect post-construction flow data and provide analysis reports of completed rehabilitation phases, including the previously completed Basin 10 (Rivercrest) project.
- Implement a Cross-Connection Disconnect program including contract management, downspout disconnection policy development, and storm infrastructure design and construction services as required to meet the dictates of the program.
- Coordinate with Oregon City Public Works and City Operations departments to identify and rehabilitate manholes as part of the yearly manhole rehabilitation program.

TASK 1 – PROGRAM ADMINISTRATION

Wallis Engineering (Wallis) will administer the City's I/I Reduction Program, ensuring all tasks are on schedule and within budget, coordinating and managing the project team, and ensuring the City is fully informed of program progress.

1.1 Administration

As program administrator, Wallis will schedule and lead program meetings, manage the schedule, track program budget and expenditures, ensure quality assurance and control, maintain accurate records, contract with subconsultants, and oversee completion of all work within the program.

1.2 Program Meetings

The program manager will lead a series of program meetings throughout the duration of the contract with City staff and key team members.

On a monthly basis, the program manager will lead a virtual monthly program meeting with the City's project manager and primary team members who are actively working on tasks. At this meeting, we will review the schedule and anticipated deliverables, provide an update on the program budget, identify, and discuss critical path items, and discuss any outstanding decisions.

On a bi-weekly basis, the program manager will hold a virtual check-in meeting with the City's project manager to provide an update of progress.

On a weekly basis, the program manager will check in with primary team members to discuss progress, issues requiring attention, and outstanding items still needing resolution.

On a quarterly basis, the design lead check-in with design subconsultant project managers to evaluate guidelines and promote uniformity in program deliverables.

On a quarterly basis, a program meeting will be held between Wallis's program / project leads and City staff to discuss program direction and deliverables.

1.3 Monthly Reports and Invoicing

Wallis Engineering will execute subconsultant agreements for design projects, service contracts (smoke testing, CCTV, etc.), track and complete monthly reports and invoices, submitting them to the City for review. Each monthly report will include the following information:

- Summary of the work accomplished to date, including a statement on the overall Program budget and schedule.
- Cost summary detailed out by task and subtask, including percent of task complete and dollar value this month and to date, and the percent and dollar value of the total Program completed.
- A summary of the Public Outreach Work and Communications completed that month.
- Elements of budget and schedule risk, along with mitigation strategies.
- Summary of any unanticipated events, and how issues are being resolved. This shall include any adjustments to the schedule for the Program as well as Program costs.
- Data for each construction project in progress including:
 - Progress pay estimate values
 - Budget balances
 - Total construction budget summaries
- Monthly invoice with format that meets with City approval.

1.4 Annual Report

Wallis will complete annual reporting, submitting a Program Annual Report at least one month prior to the end of the fiscal year. The annual report will include the following:

- Full and final accounting of all expenditures by program management and by project.
- A description of work accomplished.
- A description of the work anticipated in the upcoming year, including scope/schedule/budget.
- Data on success indicators of the Program.
- General summary of the results of flow monitoring after completion of the projects, including comparison of flowrates of before and after projects are completed in each basin. The Sanitary Sewer Master Plan will be referenced for collected flowrate data.

1.5 Additional Services - Program Administration Contingency

An allotment of \$30,000 is included in this task for additional Program Administration services as required. Consultant will perform additional services as requested and approved by the City Project Manager.

Task 1 Conditions:

- Project administration assumed through June 2025
- Program meetings to be virtual
- Bi-weekly program meetings

Task 1 Deliverables:

- Agenda and minutes for maintenance coordination meeting and construction lessons learned meetings
- Monthly meeting agenda and minutes
- Biweekly meeting minutes (as needed)
- Monthly reports and invoices
- Annual Report

TASK 2 – PROGRAM MANAGEMENT

The Program Manager will provide leadership and resources to manage and facilitate the work of the teams formed to complete each project. The Program Manager will be responsible for reviewing/approving project plans for conformance with the program strategy, plan, schedule, and all other applicable specifications, codes, and standards. The Program Manager will function as a liaison for transfer of information between project management teams, and City leadership, and will conduct periodic briefings/status updates. The following specific task elements will be completed:

2.1 Public Outreach

JLA has prepared a general outreach plan that is being used for each project of the program. This includes method of outreach, key messaging, and timing. JLA with the support of Wallis Engineering, will continue to create updates as needed for all outreach materials and create and review updated content for the city's website.

JLA will continue to focus on the public outreach tasks to share information with the community, and will describe the outreach methods, messaging, and implementation for investigation work, private lateral program, and construction. JLA will engage with the community as needed – providing information, addressing concerns, and managing outreach – depending on the specific needs of the program.

JLA will also support implementation of the private commercial inflow reduction project with communication to commercial owners regarding any unlawful connections and recommendations.

Updated project outreach flyers include the following:

- Project Factsheet
- CCTV
- Smoke Testing
- Pipe and Manhole inspections on private property
- Catch Basin Disconnect Program
- Construction (CIPP, Pipe Bursting, and Open Cut Methods)

Task 2.1 Conditions:

- Anticipated four public outreach flyers plus one project factsheet generated, with one revision each.
- Monthly meetings with Wallis team and City Project Manager
- Bi-weekly website updates for package construction
- Participate, as needed, in public meetings with Wallis and City Project Managers

Task 2.1 Deliverables:

- Public outreach flyers and program fact sheet

- Oregon City website updates
- Construction signage

2.2 CCTV Program

The continuing condition assessment for this year will include 50 thousand lineal feet of CCTV of mainline in the Mcloughlin, and Warner Parrott basins. The inspection will meet the NASSCO standards and will be compatible with Oregon City's PACP compliant software. It will include documenting the size and material of all existing sewer laterals. The station of each lateral will be documented along with noting any identification of a wye connection to the mainline. All identifiable defects will be identified, rated and a location for each will be included in the report.

Two separate CCTV packages, each including approximately 25 thousand lineal feet of sewer main, will be created this year. Draft CCTV survey scope maps will be prepared for City project manager review and approval. Approved CCTV survey packages will be provided to the subconsultant; program manager, City, and subconsultant will coordinate to finalize a list of properties the City will need to obtain rights of entry for. Ongoing coordination with all parties during the survey will be performed as needed.

CCTV surveys will be conducted during the fall, spring, and summer this year.

Task 2.2 Conditions:

- The City or agent will obtain all required rights of entry.
- Traffic control where necessary will be provided by Oregon City Ops crews
- Any root ball or debris that blocks access to the mainline will be addressed by Oregon City Ops crews
- Oregon City Ops crews will clearly demarcate and provide brush clearing services for hard to find/access manholes.

Task 2.2 Deliverables:

- Granite compatible CCTV video files, databases, and reports
- PACP ratings for every pipe segment surveyed

2.3 Basin Condition Assessment

A condition assessment database has been prepared for all mainline segments with CCTV footage within reimbursable Basins. The database is used to categorize repair methodologies, prepare a preliminary cost for rehabilitation, and create a prioritized list of segments. CCTV video will be reviewed, and plan sheets developed for each mainline section with defects labeled using PACP standard notation and recommended corrective actions.

Task 2.3 Conditions:

- Condition assessment of ~50K LF will be completed on pipe segments
- Laterals and manholes will not be assessed as part of this task but will be reviewed under the construction contract
- No smoke and dye testing or CCTV surveying to be included

Task 2.3 Deliverables:

- Sewer condition assessment database
- Condition assessment sheets

2.4 Smoke Testing Program

The smoke testing program will use an air blower and smoke to fill the sewer mains with non-toxic, non-odorous or staining smoke. Technicians will observe where smoke escapes from stormwater catch basins, rain gutters, or below-grade pipe defects, indicating inflow sources. Smoke testing follows flow monitoring and CCTV programs to help identify projects for the city to pursue to reduce storm and groundwater infiltrating the sewer.

One smoke test package, totaling approximately 75 - 80 thousand lineal feet of sewer main, will be created this year. Focus will be on completing areas within prior packages, Warner Parrott, and the South End. Draft smoke testing maps will be prepared for City project manager review and approval. During smoke testing, Wallis staff will be on site to address public comments and validate the quality of the smoke testing performed.

Smoke testing occurs once per year in the summer. Scoping and performance of scope testing occur in different fiscal years.

Task 2.4 Conditions:

- Provide traffic control support and safety precautions if required for smoke testing
- Provide emergency services notification and communication prior to and during testing
- On-site personnel to address public comments or complaints that require City comment or clarification.

Task 2.4 Deliverables:

- Create and maintain records during smoke testing
- Hire necessary firm or equipment to perform testing
- Prepare a report summarizing findings for City

2.5 Downspout Disconnection

This task is now an ongoing downspout disconnection investigation package that will make recommendations to the City for repair or elimination storm drain cross connections.

2.6 Manhole Sealing Program

This task is now a yearly ongoing manhole rehabilitation package the City intends to incorporate into its routine maintenance efforts.

2.7 Develop Project Design Criteria

A prioritized list of projects will be prepared and bundled into design/construction packages based off the reviewed CCTV data and additional investigative work including smoke and dye testing. A subconsultant agreement will be issued following development of the package to initiate design work. Right of entry needs and property contact information for developed project packages will be created for use in right of entry acquisition and public outreach efforts.

Revision of the design guidelines and boilerplate specifications will continue as program packages are developed. Wallis will prepare and manage a plan production standard template for distribution to subconsultant and design team members to standardize program deliverables.

Implementation and updates to the lateral and downspout disconnection policies will be updated periodically under this task.

Task 2.7 Conditions:

- Anticipated one meeting to present and discuss guidelines and special provisions updates (virtual meetings)
- Assumed one revision to guidelines and special provisions

Task 2.7 Deliverables:

- Prioritized project list
- Right of Entry address list
- Updated guidelines and special provisions at end of FY 24-25, if necessary
- Updated lateral and downspout policy at end of FY 24-25, if necessary

2.8 Additional Services - Program Management

An allotment of \$50,000 is included in this task for additional management tasks as required. Consultant will perform additional services as requested and approved by the City Project Manager

TASK 3 FLOW MONITORING AND ANALYSES

3.1 Flow Monitoring and Analysis

As a continuation of prior flow monitoring work done, Wallis will continue the contract with ADS to install monitors and provide Winter 2025 flow data for the Basin 10 (Rivercrest Basin), Basin 8 (Linn Basin), Basins 5B (Newell Basin) and Basin 12 (Warner Parrott), the initial basins prioritized due to I & I levels.

In the upcoming year, flow monitoring and analysis will add monitoring locations, including pump stations, to the existing data set. Baseline flows will be established for upcoming FY 25-26 packages. The length of monitoring time will be increased to capture dry weather flows and longer periods of wet weather flow to increase the information available for modeling. Work with Oregon City Public Works Operations to study pump station meter run times and development of overall operations plan.

3.2 Flow Modeling

The design team will utilize the flow monitoring data to reforecast peak wet-weather flows at each basin. This will help demonstrate collection system rehabilitation effectiveness and reproject the updated basins' response to the 10-year design storm. A brief Technical Memorandum will be provided to document the results of the updated flow projections.

Task 3 Conditions:

- Meeting with Oregon City Public Works Ops to review information (virtual)
- Model recalibration will be performed using three appropriate wet-weather events captured by the flow monitors
- ADS flow monitors in place for desired monitoring period(s)

Task 3 Deliverables:

- Analysis of flow monitoring information and pump station run time meter information
- Update of flow monitoring information and flow monitoring report
- Plan to increase monitoring areas prior to late FY 24-25 and early FY 25-26 construction
- Additional flow monitoring planning and installation as required by additional design packages

TASKS 4 – 15 ENGINEERING SERVICES FOR DESIGN PACKAGES

An assumed budget has been allocated in the proposed contract fee for each design package, a more detailed scope of services will be produced as the packages are created.

This task includes design and plan preparation for the replacement or rehabilitation of the sanitary sewer system at the identified locations. Included is preparing contract documents necessary to competitively bid the project. The plan and profile contract drawings will be scaled at 1" = 20'H and 1" = 5'V. The City's standard details will be utilized and supplemented with project specific details as required. The contract will be a unit-based contract structure following the 2021 ODOT Standard Specifications for Construction and amended with project specific special provisions. The table below contains a list of anticipated packages to be included in this year's contract. Specific design subtasks are detailed in the subsections below.

TASK #.1 DESIGN SERVICES FOR DESIGN PACKAGES

#.1.1 30% Design Documents

Plans will be prepared to 30% design level for sewer rehabilitation and replacement work as determined in previous phases. Drawing format will be AutoCAD Civil 3D, and will be prepared using standard Program title block template as provided by Wallis Engineering. Plans will include the following:

- Plans and detail sheets. This includes utility improvement plans, utility coordination and contact sheet, demolition plans, and sewer bypass plans as deemed necessary.
- NROD, Historic, Seismic, and Geohazard overlay information
- Detailed traffic control plans will be prepared for work within roadways classified as collector and above
- Erosion control plans prepared to meet City standards.
- The following is the anticipated list of plan sheets:

<i>Description</i>	<i>Sheets</i>
Cover, Drawing Index	2
Legend and General Notes	1
Erosion Control Notes and Standard Details	2-3
Traffic Control Notes and Standard Details	1-3
Plan and Profile Sheets	-
Details	1-3

A 30% engineer's opinion of cost will be prepared. A set of 30% plans will be provided to City ops managers and independent QA/QC engineer for a preliminary review.

#.1.2 60% Design Documents

Plans will be prepared to 60% design level for sewer rehabilitation and replacement work when Program Manager determines that package complexity would benefit from an intermediary design phase between 30% and 90%. Plans will include the following:

- Plans and detail sheets. This includes utility improvement plans after utility coordination meetings, updated demolition plans, and sewer bypass plans as deemed necessary.
- Updates to NROD, Historic, Seismic, and Geohazard overlay information as necessary
- Updated traffic control plans will be prepared for work within roadways classified as collector and above
- Additional General Notes, Sanitary Sewer Notes, and/or legend items if necessary
- Increased information on standard detail sheets if necessary
- Erosion control plans prepared to meet City standards

A 60% engineer's opinion of cost will be prepared. A set of 60% plans will be provided to City ops managers and independent QA/QC engineer for a preliminary review.

#.1.3 90% Design Documents

The City's and independent QA's 30%, or 60% if required, submittal review comments will be incorporated into the 90% plans. The Consultant will submit a PDF file of 90% half size plan sheets, specifications, and an engineer's opinion of cost for City review. Specifications will be refined from the boilerplate special provisions developed as part of other I&I Program efforts.

#.1.4 Final Design Documents

90% submittal review comments will be incorporated into the final plans and specifications and a master set of signed contract documents will be provided to the City in PDF format to distribute through its online bidding system. A final engineer's opinion of cost will be submitted.

#.1.5 Permitting and Land Use approvals

When required by construction activities that cross environmental boundaries or land use approval, project design teams will prepare all necessary applications and documents to acquire environmental permits or land use approvals prior to construction.

Conditions:

- Lateral rehabilitation will include rehabilitation from the connection to the mainline to within 5' of the existing structure within private property. Guideline for lateral rehabilitation for all property types to be lateral rehabilitation to the second clean out, a branch in the line, or a private pump station. A clean out to be installed at branch or at private pump station to complete the rehabilitation
- Lateral rehabilitation will include installation of a new property line cleanout and/or private cleanout if none currently exist
- Public outreach efforts will be completed as part of a separate work order as needed
- Right of way and proposed cleanout location to be assumed from GIS information
- No upsizing of existing lines anticipated
- Right of entry required for site investigations or for construction will be identified by Consultant but obtained by the City
- Coordination with private property owners regarding cleanouts at the property line will be managed by the City
- City will provide boilerplate specifications directly to subconsultants when requested by program manager
- Before issuing a stamped signed copy of the Construction Contract Documents, a MS Word copy will be sent to the City for issuance approval

Deliverables:

- Boilerplate specifications and specials to designers
- Environmental permits as needed
- Land Use approval as needed
- Project base map in AutoCAD format
- 30% Design Plans and Estimate
- Public Outreach Coordination
- 60% Design Plans, Specifications, and Estimate, if applicable
- 90% Design Plans, Specifications, and Estimate
- Final Contract Documents in MS Word format
- Final Signed Contract Documents

TASK #.2 PRE-DESIGN INVESTIGATIONS / DATA REVIEW

The selected subconsultant will review as-built/record drawings, pipe inspection videos, existing mapping, aerial photos, condition assessment sheets and recommendations and GIS information provided by the City. The consultant will conduct a site investigation of the project areas to verify mapping accuracy and examine the condition of manholes. Contact utility locate companies as required to identify possible project conflict locations. Prepare a project base map utilizing City GIS data and measurements taken on site.

TASK #.3 QA/QC SERVICES

Consultant will perform an internal QA check on deliverables prior to submittal. An independent QA check will be performed at all deliverable levels by an independent design consultant. Following completion of independent QA, design plans shall be submitted to City department of public works and operations staff for review.

Deliverables:

- QA reviews for 30-90-final design plans, specifications and estimate

TASK #.4 UTILITY COORDINATION / SURVEY & GEOTECHNICAL

The selected subconsultant shall identify and lead all work related to franchise utility coordination and relocation work required to ensure that all franchise utilities identified in the corridor and prepared with relocation plans, if necessary. Consultant shall hold utility coordination meetings with all franchise utility providers along the corridor following the 90%, and final plans, if necessary. Contractor shall be responsible for utility relocation coordination once the project is awarded. Consultant shall be responsible for overseeing that the contractor is coordinating the necessary franchise utility work.

Task #.4 Deliverables:

- Utility coordination log and contact list

TASK #.5 RIGHT-OF-WAY AND EASEMENT ACQUISITION SERVICES

The selected subconsultant shall provide right-of-way acquisition services as needed to acquire necessary right-of-way, permanent easements, and temporary construction easements for each project. This shall include all items necessary to provide completed acquisition files to the City for execution. In the event

that condemnation is necessary, the City will contract directly with an attorney for those services. It is unknown the number of permanent or temporary easements that may be necessary; that information would be determined during the Condition Assessment and Pre-Design Task.

Right of entry, per Oregon City Municipal Code 13.08.125 – Right of Entry: Agents of the Public Works Department may have free access to view the inside of private sewer laterals located on private property that connect to the City mains by a camera. Public Works Department staff will not enter into private property without notice and consent of the property owner. Consultant, and any construction contractors, would be working as agents of the City in this regard.

Right of Entry authorization forms will be prepared, sent to property owners to further design of the improvements. Each request will include mailing a Letter of Request for ROE, one stamped and self-addressed envelope. If requests are not responded to within 45 days, Wallis will repeat this process with certified mail and personal door knocking prior to bidding. All copies of each ROE request will be scanned and compiled in an MS Excel spreadsheet, including address, ownership, date of all mailings, and summaries of any conversations with property owners. This ROE project log will be updated as needed.

Task #.5 Conditions:

- Projects will only require right-of-entry and temporary construction easements
- Temporary construction easements will not require legal descriptions
- Temporary construction easements will not require appraisals or appraisal reviews
- Owner compensation costs not included

Task #.5 Deliverables:

- Right of entries for package area
- Right of Way and Easement acquisition as needed
- Temporary construction easement exhibits, and agreements as needed

#.6 Bidding Services

Wallis Engineering and selected subconsultants will conduct pre-bid meetings (as required), respond to bidder inquiries, prepare technical addenda, review bids received (including pricing), and provide Recommendation of Award Letters.

Task #.6 Conditions:

- Bidding services for construction contracts
- Pre-bid meeting could be required

Task #.6 Deliverables:

- Pre-bid meeting agenda and minutes
- Addenda as required (assumed two addenda)
- Bid tabulation
- Recommendation of award letter

#.7 Construction Management Services

Wallis Engineering and selected subconsultants shall provide all construction management services necessary to support the Program. This work shall include, but is not limited to, attending preconstruction meeting, reviewing shop drawings and material submittals, performing all necessary inspections and

providing daily inspection reports, attending progress meetings, reviewing and making recommendation on contractor monthly progress payments, responding to all RFI's, conducting final walk through and punch list, and providing final asbuilt record drawings and a post-construction survey.

Task #.7 Conditions:

- Budget based upon anticipated construction package cost

Task #.7 Deliverables:

- Meeting agenda and minutes
- Daily inspection reports
- Pay estimate reviews
- RFI and submittal review
- Punch list
- As-built drawings
- Post construction record of survey

#.8 Additional Services – Design

An allotment of 15% of Design Allotment is included in this task for additional design services as required. Consultant will perform additional services as requested and approved by the City Project Manager.

#.9 Additional Services – Construction

An allotment of 20% of Design Allotment is included in this task for additional construction services as required. Consultant will perform additional services as requested and approved by the City Project Manager

FY 24–25 PROGRAM SCOPE CHANGES FROM FY 23-24 SCOPE

TASK 4 Linn Basin SS #1

This package substantial completion to be completed by May 31, 2024.

TASK 5 Linn Basin SS #2

Package is at 90% Design. Bidding and construction anticipated February 2025.

TASK 6 Molalla Ave Rehab Project

Package to bid June 2024 construction spanning FY 24-25.

TASK 7 Rivercrest Lateral Rehabilitation

Package to bid July 2024 construction spanning FY 24-25.

TASK 8 Newell Basin 1 (Applegate)

Package in design stage. Bidding and construction anticipated FY 25-26.

TASK 9 Linn Basin SS #3

Package is on hold; budget allows for authorization of design work for FY 24-25, if directed, with tentative construction for FY 25-26.

TASK 10 McLoughlin Basin #2 (Singer Hill)

Package in anticipated two-year design stage due to complexity. 30% Design anticipated for FY 24-25.

TASK 11 Center Street Catch Basin Disconnect (Eliminated)

Package to be eliminated, elements are to be incorporated into other packages.

TASK 12 McLoughlin Basin #1

Package to be design, bid, and start construction within FY 24-25 to coordinate with City pavement program.

TASK 13 Linn Basin SS #4

Package in anticipated two-year design stage due to complexity. 30% Design anticipated for FY 24-25.

TASK 14 McLoughlin Basin #3

Package is on hold.

TASK 15 Manhole Rehabilitation Package (FY 24-25)

Former task 2.6, pilot program now a yearly package.

		Wallis Labor	Subconsultants	Total Cost
Task 1	Program Administration	\$ 145,000.00	\$ -	\$ 145,000.00
Task 2	Program Management	\$ 104,000.00	\$ 85,000.00	\$ 189,000.00
Task 3	Flow Monitoring and Analysis	\$ 75,000.00	\$ 80,000.00	\$ 155,000.00
Task 4	Engineering Services for Design Package 1 - Linn Basin SS #1	\$ 61,219.58	\$ 83,495.00	\$ 144,714.58
Task 5	Engineering Services for Design Package 2 - Linn Basin SS #2	\$ 201,984.25	\$ 173,763.60	\$ 375,747.85
Task 6	Engineering Services for Design Package 3 - Molalla Ave	\$ 100,000.00	\$ -	\$ 100,000.00
Task 7	Engineering Services for Design Package 4 - Rivercrest Lateral Rehabilitation	\$ 79,340.74	\$ 260,378.66	\$ 339,719.40
Task 8	Engineering Services for Design Package 5 - Newell Basin 1 (Applegate)	\$ 10,000.00	\$ 150,682.00	\$ 160,682.00
Task 9	Engineering Services for Design Package 6 - Linn Basin SS #3	\$ -	\$ -	\$ -
Task 10	Engineering Services for Design Package 7 - McLoughlin Basin #2 (Singer Hill)	\$ 150,000.00	\$ -	\$ 150,000.00
Task 11	Engineering Services for Design Package 8 - Center Street Catch Basin Disconnect (eliminated)	\$ (104,792.58)	\$ -	\$ (104,792.58)
Task 12	Engineering Services for Design Package 9 - McLoughlin Basin #1	\$ 400,000.00	\$ 100,000.00	\$ 500,000.00
Task 13	Engineering Services for Design Package 10 - Linn Basin SS #4	\$ 200,000.00	\$ -	\$ 200,000.00
Task 14	Engineering Services for Design Package 11 - McLoughlin Basin #3	\$ -	\$ -	\$ -
Task 15	Manhole Sealing Program	\$ 75,000.00	\$ -	\$ 75,000.00
	Project Subtotal	\$ 1,496,751.99	\$ 933,319.26	\$ 2,430,071.25

Proposed FY 24-25 Allocations		Proposed Design Engineer	FEE SUMMARY	
Pkg#	Design Project		Wallis Labor	\$ 1,496,751.99
1	Linn Basin SS #1	Leeway	Wallis Expenses	\$ -
2	Linn Basin SS #2	Wallis	Subconsultants	
3	Molalla Ave	Wallis	JLA	\$ -
4	Rivercrest #4 Lateral Rehabilitation	Century West	GRI	\$ 164,292.70
5	Newell Basin #1 (Applegate)	Keller	Leeway	\$ 50,000.00
6	Linn Basin SS #3	TBD	Keller	\$ 150,682.00
7	Singer Hill/McLoughlin #2	TBD	Century West	\$ 140,378.66
8	Center Street Catch Basin Disconnect	Wallis	Mackay Sposito	\$ 282,241.00
9	McLoughlin Basin #1	Leeway	Pace	\$ 9,575.20
10	Linn Basin #4	TBD	Pacific Int-r-Tek	\$ 25,000.00
11	McLoughlin Basin #3	TBD	ADS	\$ 60,000.00
-	Manhole Sealing Program	Wallis	BHC	\$ 20,000.00
			Compass	\$ 12,600.00
			EPIC	\$ 7,602.39
			Morgan Holen	\$ 947.31
			Todd Prager	\$ 10,000.00
			NOTE: Fee includes 5% markup	
			TOTAL BUDGET	\$ 2,430,071.25



CITY OF OREGON CITY

CITY COMMISSION REGULAR MEETING - REVISED

DRAFT MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, April 03, 2024 at 7:00 PM

REGULAR MEETING OF THE CITY COMMISSION

1. CONVENE MEETING AND ROLL CALL

Mayor Denyse McGriff convened the meeting at 7:03 P.M.

PRESENT: 5 - Commissioner Adam Marl, Commissioner Mike Mitchell, Commissioner Rocky Smith, Commissioner Frank O'Donnell, Mayor Denyse McGriff

STAFFERS: 12 - City Manager Tony Konkol, Assistant City Manager Alex Rains, City Recorder Jakob Wiley, Police Chief Shaun Davis, Community Development Director Aquilla Hurd-Ravich, Parks and Recreation Director Kendall Reid, Public Works Director John Lewis, Community Engagement Specialist Hannah Schmidt, Assistant City Recorder Evan Lee, Communications Manager Jarrod Lyman, Human Resources Director Patrick Foiles, Senior Planner Christina Robertson-Gardiner

2. FLAG SALUTE

3. CEREMONIES AND PROCLAMATIONS

3a. Proclamation for Arab American Heritage Month

Mayor McGriff announced a Middle Eastern/North African Heritage Fest on April 14. She read the proclamation declaring April 2024 as Arab American Heritage Month.

4. CITIZEN COMMENTS

None

5. PRESENTATIONS

5a. "If I Were Mayor..." Contest Winners

Hannah Schmidt, Community Engagement Specialist, said the Youth Advisory Commission and the Mayor judged the contest submissions. This was the first year the City participated in the competition.

Mayor McGriff and Brianna Nizic, Youth Advisory Commission Chair, introduced the winners:

Essay Contest 1st Place: Gabriel Castellano

Poster Contest 1st Place: Brittney E. Gil-Rosales

Poster Contest 2nd Place: Mackenzie Malsed

Poster Contest 3rd Place: Bodan Chiaratti

Mayor McGriff thanked Commissioner Marl for his help in the contest.

5b. 2023 Historic Review Board Accomplishments

Sabrina Ferry, Chair of the Historic Review Board (HRB), and Christina Robertson-Gardiner, Senior Planner, provided an update on HRB activities.

There was discussion regarding outreach to historic home owners.

5c. 2024 Legislative Session Recap by Representative Annessa Hartman

Representative Annessa Hartman gave a recap of the 2024 legislative session. She discussed key topics, Measure 110/HB 4002, governor's housing package, reducing the cost of living, victim's rights package, funds for infrastructure and support services in Clackamas County, general funding victories, stopping tolling, and future initiatives.

There was discussion regarding funding opportunities for water infrastructure, the ongoing efforts against tolling, concerns about the resource center, and general infrastructure needs.

6. **ADOPTION OF THE AGENDA**

William Gifford, resident of Oregon City, spoke about the cost for the DEI contract and how it was not discussed with the Budget Committee. He thought DEI should not be a goal as it was part of their everyday life. He did not see a need for the DEI contract and thought it needed more public input.

Mayor McGriff stated that DEI had been discussed during the Budget Committee meeting, and this was needed to address issues in the community.

Commissioner Marl agreed that DEI was discussed in the Budget Committee meeting. While he also thought the cost was high, he hoped that this one-time expense would help the city incorporate DEI principles into the everyday functions of the city.

Commissioner Mitchell questioned if there was a team of individuals and how many clients the consultant had. Would they get the output they deserved for that amount of money?

Item 7d was removed from the Consent Agenda. The agenda was adopted as amended.

7. **CONSENT AGENDA**

Motion made by Commissioner Marl, seconded by Commissioner Mitchell, to approve the consent agenda except Item 7d. The motion carried by the following vote:

Voting Aye: Mayor McGriff, Commissioner Smith, Commissioner Marl, Commissioner O'Donnell, and Commissioner Mitchell

7a. Resolution No. 24-10, A Resolution Declaring an Emergency and Temporarily Exempting the Micro-tunneling Activities Associated with the Tri-City Water Resource Recovery Facility (WRRF) Outfall Pipeline from the Prohibition Against Unlawful Noises

7b. Memorandum of Understanding for Friends of the Ermatinger House

- 7c. Amendment No. 5, Extending the Existing Personal Services Agreement One (1) Additional Year for Landscape Maintenance Services with DeSantis Landscape Inc (PS 20-013)

- 7d. Personal Services Agreement with Triangle Advising Group, LLC – Lamont Browne for Consultant Services and the Delivery of Diversity, Equity, and Inclusion Initiatives

Patrick Foiles, Human Resources Director, explained the price of the contract, team, capacity, priorities, and initiatives.

Commissioner O'Donnell asked what various levels of expenditure could have gotten the city. The full range of proposals was \$102,000 to \$474,000. There was discussion regarding how responsive the proposals were to the city's stated needs and how the proposal before the Commission laid out a plan to make DEI a natural part of the city's work.

Motion made by Commissioner Mitchell, seconded by Mayor McGriff, to approve the contract. The motion carried by the following vote:

Voting Aye: Mayor McGriff, Commissioner Smith, Commissioner Marl, and Commissioner Mitchell

Voting Abstain: Commissioner O'Donnell

- 7e. Deed of Dedication, Public Utility Easement, and Obligation & Temporary Construction Area Agreement for the Holcomb Boulevard Safe Routes to School Project – Myles and Ronda Bell Property (14633 Holcomb Boulevard)
- 7f. Public Utility Easement and Obligation & Temporary Construction Agreement for the Holcomb Boulevard Safe Routes to School Project – Abraham Covello Property (14641 Holcomb Boulevard)
- 7g. Deed of Dedication, Public Utility Easement and Obligation & Temporary Construction Agreement for the Holcomb Boulevard Safe Routes to School Project – Ted Minton Property (14711 Holcomb Boulevard)
- 7h. Minutes of the January 17, 2023 Joint Work Session with West Linn
- 7i. Minutes of the January 23, 2024 City Commission Special Meeting
- 7j. Minutes of the February 7, 2024 City Commission Special Meeting

8. PUBLIC HEARINGS

9. GENERAL BUSINESS

- 9a. First Reading of Ordinance No. 24-1003, Proposed Amendments to Oregon City Municipal Code Sections 2.40.020 and 2.40.030, Public Contracting and Purchasing

Alexandra Rains, Assistant City Manager, said the Commission asked for changes to the amendments at the last meeting. She reviewed the changes that had been made.

Motion made by Commissioner Mitchell, seconded by Commissioner Smith, to approve the first reading of Ordinance No. 24-1003, proposed amendments to Oregon City Municipal Code Sections 2.40.020 and 2.40.030, Public Contracting and Purchasing. The motion carried by the following vote:

Voting Aye: Mayor McGriff, Commissioner Smith, Commissioner Marl, Commissioner O'Donnell, and Commissioner Mitchell

9b. Clackamette Park Master Plan - Clackamette Cove RV Park Alternative Location

Tony Konkol, City Manager, said the Commission had discussed the Clackamette Park master plan at a couple of work sessions. Two locations for the RV Park had been identified.

Commissioner O'Donnell shared corrected information from previous information given at work sessions.

Kendall Reid, Parks and Recreation Director, said maintenance and flooding were the main reasons to move the RV Park and also to break even on costs.

There was discussion regarding differentiating costs and tracking maintenance City-wide. Commissioner O'Donnell wanted to see those numbers.

There was further discussion regarding the funding for the Clackamette Park Master Plan, pros and cons for the alternative properties, if a boat ramp was required, how the community wanted a boat ramp and RV Park, issues with the process, concerns about using Urban Renewal property for the RV Park, how the RV Park was a low priority, and how no one was interested in building on the Cove or McDonalds properties.

Motion made by Commissioner Smith, seconded by Commissioner O'Donnell, to deny moving forward with the Clackamette Park Master Plan. The motion was withdrawn.

Motion made by Commissioner Marl, seconded by Commissioner Mitchell, to approve the Clackamette Park Master Plan. The motion was withdrawn.

Motion made by Commissioner Mitchell, seconded by Mayor McGriff, to reject moving the RV Park to the alternative location. The motion carried by the following vote:

Voting Aye: Mayor McGriff, Commissioner Mitchell, and Commissioner Marl

Voting Nay: Commissioner O'Donnell and Commissioner Smith

10. COMMUNICATIONS

11. City Manager

11a. Oregon City Ivy League

Jarrod Lyman, Communications Manager, and Hannah Schmidt, Community Engagement Specialist, discussed increasing volunteerism by creating a group for ivy pulling efforts called the Oregon City Ivy League. Their first event would be on April 20, 2024.

Dorothy Dahlsrud, resident of Oregon City, spoke about the Oregon City Parks Foundation and how they had focused on ivy removal. She thought they needed to reach out to citizens that had ivy to be removed.

11b. Commission Meeting Calendar for 2024

There was consensus not to meet on June 19 and have a combination Work Session and Regular Meeting on June 11. There would be no meeting on July 3, but a combination Work Session and Regular Meeting on July 9. There would be no meeting on January 1, but a combination Work Session and Regular Meeting on January 7.

12. Commissioners

None

13. Mayor

None

14. ADJOURNMENT

Mayor McGriff adjourned the meeting at 9:08 P.M.

Respectfully submitted,

Jakob S. Wiley, City Recorder



CITY OF OREGON CITY

CITY COMMISSION WORK SESSION

DRAFT MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Tuesday, May 07, 2024 at 6:00 PM

CONVENE WORK SESSION AND ROLL CALL

Commission President Marl called the meeting to order at 6:00 P.M.

PRESENT: 4 - Commissioner Mike Mitchell, Commissioner Frank O'Donnell, Commissioner Rocky Smith, Commissioner Adam Marl

EXCUSED: 1 - Mayor Denyse McGriff

STAFFERS: 8 - City Manager Tony Konkol, Assistant City Recorder Evan Lee, Community Development Director Aquilla Hurd-Ravich, Police Chief Shaun Davis, Parks and Recreation Director Kendall Reid, Parks and Cemetery Director Tom Kissinger, Aquatic & Recreation Manager Melissa Sebastian, Planning Manager Pete Walter

FUTURE AGENDA ITEMS

1. List of Future Work Session Agenda Items

Commission President Marl observed that future agenda items included an update on the McLoughlin Boulevard Enhancement Project, scheduled for the following week. He also reminded the Commissioners that some upcoming meeting dates were currently scheduled to fall on or near holidays.

DISCUSSION ITEMS

2. Confederated Tribes of Grand Ronde tumwata village Presentation

Attorney Carrie Richter introduced the Confederated Tribes of Grand Ronde's presentation by explaining that pursuing the tumwata village plan would require land use review and amendment to their current master plan approval. She reported that the Confederated Tribes would be applying for master plan approval in the near future, which would amount to a quasi judicial proceeding. She observed that a recording of the present meeting would be included in the master plan because conflicts of interest and ex parte contacts must be considered in this process.

Commissioner Mitchell asked whether this would constitute a land use procedure type two or type three, and Ms. Richter responded that she thought it would be a type three.

City Manager Tony Konkol introduced representatives of the Confederated Tribes of Grand Ronde, including Ryan Webb, the project's Engineering and Planning Manager, and Kristen Svicarovich, the Tribes' Community Development Manager. Mr. Webb observed that several Grand Ronde Tribal Council members were present at the current meeting: Councilwoman Denise Harvey, Councilwoman Kathleen George, and Councilman Jon George.

Ms. Svicarovich and Mr. Webb offered a presentation that consisted of an updated version of the 2021 Vision Plan for tumwata village. The presentation covered history of the tumwata village site, project

partners, cultural aesthetic design, funding information, recent environmental remediation and demolition projects onsite, as well as design plans.

After the presentation, Commission President Marl invited the present members of the Grand Ronde Tribal Council to join the Oregon City Commissioners around the table for discussion. Council members Denise Harvey, Kathleen George, and Jon George joined the Commissioners.

Commissioner O'Donnell asked if Mr. Webb was familiar with the City's 99-E Improvement Project. Mr. Webb replied that his group had been in touch with Kittelson & Associates – the firm undertaking the 99-E Improvement Project – as well as the Oregon Department of Transportation (ODOT) and some city staff in order to ensure that the two projects would complement one another.

Commissioner O'Donnell asked about the functions of the residential aspects of the tumwata village design. Mr. Webb said that market needs would help determine the functions of the residential designs. When asked by Commissioner O'Donnell, Mr. Webb observed that the housing planned for the site would be for the community, not for tribal members only.

Commissioner O'Donnell observed that the City's Quiet Zone project might be beneficial to tumwata village's hotel plans and asked if the Confederated Tribes would like to support the Quiet Zone project. Mr. Webb said that the Quiet Zone would benefit all involved and expressed support for it.

Commissioner O'Donnell offered to connect Ms. Svicarovich with an acquaintance of his who is participating in a project on the history of the Chinese-American community in Oregon City.

Commissioner Mitchell asked whether the presentation would be available to share with Oregon City residents. Mr. Webb replied that the slides should be available on the tumwata village website after the land use application is submitted.

Commissioner Mitchell expressed approval of the design's plan for a pedestrian elevator. He also asked whether the project was envisioned to be completed in phases or whether tumwata village would only open when complete. Mr. Webb replied that the public should be able to access the site gradually as different elements are completed.

Commissioner Smith expressed appreciation for the historical research integrated into the plans for tumwata village.

Commissioner Marl observed that the presence of a residential component in tumwata village would be an asset to downtown and fill a gap in its mixed-use residential zoning. He expressed appreciation for the plan's emphasis on open and green spaces, saying that residents would appreciate this too, and thanked the Grand Ronde tribes and project presenters for their time and effort.

Commissioner Smith suggested that, in case the proposed pedestrian elevator proves impractical, the planners consider utilizing the tunnel that is present on the site or connecting to the pedestrian walkway at Canemah or other locations.

Confederated Tribes of Grand Ronde Councilwoman Denise Harvey expressed gratitude for the opportunity to share the tumwata village design ideas, and the Council members presented gifts of beaded necklaces to the Oregon City Commissioners and staff as a gesture of friendship and partnership.

The Commission took a break from 7:15 P.M. to 7:22 P.M.

3. Joint Work Session with Parks and Recreation Advisory Committee - Parks and Recreation Master Plan

At this point in the work session, the Commissioners were joined by members of the Parks and Recreation Advisory Committee (PRAC), including Erin McClellan, Joyce Gifford, Timothy Lainhart, Ken Worcester, and Steve Williams.

Kendall Reid, Parks and Recreation Director, announced that PRAC would be presenting their Parks and Recreation Master Plan, as well as their Capital Improvement Plan (CIP) Plan Project Lists. He described the timeline and public review process of the plan. Mr. Reid introduced Neelay Bhatt, Founder and CEO of Next Practice Partners, who offered a presentation on the Parks and Recreation Master Plan. The presentation covered Oregon City's projected future parks and recreation service needs, priority investment ratings, core values, the project's vision, initial implementation steps, and a summary of the Master Plan itself.

Mr. Reid added an observation about the interconnectedness of the PRAC Master Plan with projects such as the CIP projects, the Facilities Master Plan, and deferred maintenance projects. He invited the Commissioners to help brainstorm funding options.

Commissioner O'Donnell suggested considering equity of access to resources, citing a lack of playground equipment in Park Place. Commissioner Mitchell added that the Caufield neighborhood and the area between Beaver Creek Road, Mollala Avenue and Route 213 were also underserved. He requested that these three areas mentioned by him and Commissioner O'Donnell be mentioned by name in the Master Plan as underserved areas to be addressed. Mr. Bhatt responded that the data presented in the Master Plan will support these points brought up by Commissioners O'Donnell and Mitchell and will facilitate decision-making regarding underserved areas such as these. Mr. Reid also noted that Park Place was specifically listed in the Master Plan for Phase 2 Development.

Mr. Worcester requested clarification about the Plan's level of service inventory, observing that the Plan's statistic on total park acreage meets required standards, but that the Plan also calls for more acres to be added. Mr. Bhatt observed that the park acreage standards are a minimum, and that the City is overserved in regard to some types of parks but underserved in others.

Mr. Worcester asked how to address potential input from neighborhood residents disagreeing with the resources placed in their neighborhoods. Mr. Bhatt responded that community input is the foundation of the plan but that it also includes an equity element to ensure that each neighborhood is being properly served. He observed that the Plan's Equity Maps can provide data to help make these decisions.

Mr. Williams asked whether the Master Plan can clarify the distinctions between general levels of service and providing equitable service. Mr. Bhatt explained that this issue is addressed in the Plan, for example in a section on quantity-based levels of service followed by a section translating that data into access level of service. Mr. Williams suggested making the sections addressing this more prominent. Mr. Reid added that his team's Marketing Plan will work on clearly communicating and publicizing these equity elements in the Master Plan.

Commissioner O'Donnell suggested considering short-term improvements while working on long-term planning.

Commissioner Smith expressed concern about the priority level of some of the Master Plan projects. He also suggested encouraging public support by educating the public about the historic significance of some of the sites to be improved.

Mr. Worcester suggested clarifying neighborhood, community, and regional park designations while constructing the Master Plan.

Mr. Reid discussed a list of alternative Parks and Recreation funding options brought before the Commission. Options presented included increasing the permanent tax rate, a general obligation bond, a local option levy, creating a Park district, Park utility fees, and transient tax.

Mr. Konkol reported that he had discussed the presented funding options with Matt Zook, Finance Director, and that Mr. Zook had observed that in the case of a levy, raising the tax rate by 25 cents would create a revenue of approximately \$925,000.00.

Commissioner Marl expressed unwillingness to raise the property tax rate because future City Commissions would not be obligated to continue using the resultant funds for Parks and Recreation. He suggested choosing a funding source that would remain dedicated to Parks and Recreation. He expressed openness to discussing a park utility fee because the statistically valid survey had indicated residents would be willing to pay it, and he suggested pairing that discussion with an upcoming discussion on pavement maintenance utility fees.

Mr. Konkol observed that the flat utility fee in Oregon City can raise money more inexpensively than raising property taxes.

Commissioner O'Donnell suggested specifying an end date for the potential new revenue stream.

Mr. Williams observed that public support for PRAC funding and deferred maintenance was high and suggested marketing to capitalize on that before public opinion shifts.

Mr. Bhatt observed that costs for the necessary improvements would rise if deferred maintenance is delayed. He also observed that post-pandemic cultural changes have driven up public appreciation of parks, adding that a majority of park-related bond referenda were successful in the previous election and that philanthropic giving toward parks had risen.

Ms. McClellan asked when Oregon City had last pursued a levy or bond for the Parks and Recreation department. The present company could not recall any such bond or levy. Ms. McClellan suggested that with strong branding and communication, public opinion would be open to Parks and Recreation funding.

Mr. Worcester asked when the System Development Charges (SDC) update would be completed. Mr. Reid replied that a meeting was scheduled with the consultant working on this and that they were requesting an updated schedule because of some issues raised by CIP. Mr. Worcester advised against waiting for SDCs to accumulate before prioritizing property acquisition.

Commission President Marl asked Mr. Reid what was needed from the Commission to move forward from the present meeting. Mr. Reid replied that the Parks and Recreation Department requested direction about whether to pursue approval of the Master Plan as presented and to research CIP and SDC issues. He requested a future conversation to narrow down funding options.

Commissioner Mitchell suggested that some of the proposed funding options, such as the pavement maintenance fee, would not generate enough funds to cover estimated expenses. He also inquired why only five facilities were singled out in the Plan for discussion of deferred maintenance. Mr. Reid responded that an assessment had been made for the entire City's deferred maintenance needs but that the reports under discussion were focused on immediate needs. He suggested that the Master Plan would require revision on a regular basis as funding, needs, and public involvement fluctuate. Tom Kissinger, Parks and Cemetery Manager, explained that these priorities were derived from the BBTA reports and represented a cross section of the deferred maintenance projected over the next decade.

Commissioner Mitchell asked whether the \$40,000,000.00 figure estimated for the Pool and Recreation Center was based on a recent similar project in Lake Oswego and Mr. Reid replied that it was. Mr. Konkol explained that this estimate was meant as an example of what a similar project had cost recently. Commissioner Mitchell also asked about the estimate of \$50,000,000.00 for deferred maintenance to the End of the Oregon Trail Center and Mr. Konkol explained that figure was a placeholder.

Commissioner Mitchell said that the Parks and Recreation Advisory Committee should have a central role in determining deferred maintenance priorities. Mr. Konkol observed that determining SDC-eligible projects versus non-SDC-eligible projects would help the prioritization process.

There was general consensus for the Parks and Recreation Department to move forward with the Parks and Recreation Master Plan.

Mr. Williams expressed gratitude for the collaboration between the Commission and PRAC members at the present meeting.

The Commission took a break from 8:30 P.M. to 8:39 P.M.

4. Park Place Concept Plan Code Refinement

There was consensus to allow public comment regarding this agenda item.

James Nicita, resident of Oregon City, expressed concern that the Park Place Concept Plan Refinement would negatively affect the Neighborhood Village, for example by removing its park. He suggested conducting a survey to help determine which elements of the Concept Plan to protect from change – including, for example, the boundaries of the park and of the Neighborhood Village. He suggested that survey data would create clear and objective standards. Mr. Nicita also suggested protecting parks by instituting a Park Zone.

Community Development Manager Aquilla Hurd-Ravich, with Planning Manager Pete Walter and Deputy City Attorney Carrie Richter, offered a presentation on the Code revision process with the intent to further implement the Park Place Concept Plan. The presentation covered the background of the Park Place Concept Plan (PPCP), including changes in State land use regulations, as well as work on the PPCP to date, key elements of the PPCP, a summary of the process and its timeline.

Commissioner O'Donnell asked whether a legal definition of the phrase "clear and objective standards" exists and the presenters replied that it does not. Commissioner O'Donnell expressed support for Mr. Nicita's suggestions to collect numerical data to function as clear and objective standards for this project.

Commissioner Mitchell expressed agreement with Commissioner O'Donnell's remarks and suggested protecting the non-housing elements of the concept plan, which, he argued, make it distinctive.

Commission President Marl observed that mixed use development was important to the City Commissioners. He also agreed with a point raised in a recent email from Community Involvement Committee member Bob LaSalle, that the market may determine the feasibility of commercial development in the PPCP. Ms. Hurd-Ravich discussed the ongoing work of consultants that had been engaged to analyze these matters.

CITY MANAGER'S REPORT

5. Update on City Projects

Mr. Konkol reported that the ODOT was still in contract negotiations for the Scope of Work for the Quiet Zone Project.

He reported that in the matter of Charter Parks, Staff was finalizing the draft license agreements to address encroachments in McLoughlin Promenade, and that discussions with property owners would commence shortly.

Regarding the Cayuse Five Memorial Project, Mr. Konkol reported that ground disturbance was scheduled to begin the following day.

Mr. Konkol shared that the Mayor reported working with County Chair Tootie Smith to assemble a task force working group to examine the future ownership of the Courthouse.

COMMISSION COMMITTEE REPORTS**6. Commissioner O'Donnell**

- South Fork Water Board

Commissioner O'Donnell had no new reports.

7. Commissioner Smith

- Clackamas Heritage Partners
- Oregon City Tourism Stakeholder's Group
- South Fork Water Board

Commissioner Smith had no new reports because the Clackamas Heritage Partners meeting had been moved.

8. Commissioner Mitchell

- Clackamas County Coordinating Committee (C4) – Metro Subcommittee
- Metro 2040 Urban Growth Review Roundtable
- Clackamas County I-205 Tolling Diversion Committee (alternate)
- Metro Policy Advisory Committee (MPAC) (alternate)

Commissioner Mitchell had no new reports.

9. Commissioner Marl

- Citizen Involvement Committee Liaison
- Clackamas County Coordinating Committee (C4)
- Clackamas County I-205 Tolling Strategies Committee
- Youth Advisory Committee Liaison

Commissioner Marl reported that the Tolling Strategies Committee is on hiatus until the state legislature picks the topic back up again. Commissioner Marl reminded the Commissioners that they were invited to a C4 retreat in June. He reported that a CIC work session was scheduled for the following month, to discuss development of a more equitable budgetary process. Commissioner Marl shared ways to support the Youth Advisory Committee's clothing drive, which was focused on donations for high school-aged students.

ADJOURNMENT

Commission President Marl adjourned the meeting at 9:11 P.M.

Respectfully submitted,

Jakob S. Wiley, City Recorder



CITY OF OREGON CITY

CITY COMMISSION WORK SESSION

DRAFT MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, May 15, 2024 at 6:00 PM

CONVENE WORK SESSION AND ROLL CALL

Mayor McGriff called the meeting to order at 6:04 P.M.

PRESENT: 4 - Commissioner Rocky Smith, Commissioner Adam Marl, Commissioner Mike Mitchell, Mayor Denyse McGriff

EXCUSED: 1 - Commissioner Frank O'Donnell

STAFFERS: 7 - City Manager Tony Konkol, Assistant City Recorder Alexandra Rains, City Recorder Jakob Wiley, Assistant City Recorder Evan Lee, Police Chief Shaun Davis, Senior Planner Christina Robertson-Gardiner, City Engineer Dayna Webb

DISCUSSION ITEMS

1. McLoughlin Boulevard Enhancements Project (CI 22-002) Update

Dayna Webb, City Engineer, invited the Commissioners to reflect upon the McLoughlin Boulevard Enhancement Project designs presented in April, and to offer direction regarding their favored option.

Nick Gross, Engineer and Transportation Planner with Kittelson and Associates, noted that this was the fourth time presenting the topic to the City Commission. Along with Bridge Engineer Michael Roberts from HDR, Mr. Gross offered a presentation reviewing McLoughlin Boulevard Enhancements Project design options and feedback received regarding those options.

Christina Robertson-Gardiner, Senior Planner, observed that grant application deadlines would require a resolution of support for the project concept by the fall or winter. She added that she would keep the Commission apprised of specific grant deadlines. Commissioner Mitchell asked if the City could apply for the planning grant before the plan is adopted into the Transportation System Plan (TSP). Ms. Robertson-Gardiner clarified that an application can be begun with only a general resolution in favor of the project concept, but that the grant could not be awarded until the plan is formally adopted. She added that there would be a couple months between the initial submittal and the awarding of the grant, during which time plan details could be considered and formal adoption take place.

Commissioner Mitchell suggested designing the project in such a way that a connection to the Arch Bridge from the water-facing side of McLoughlin Boulevard could eventually be incorporated.

Commissioner Marl asked how the Oregon Department of Transportation's (ODOT) potential interest in putting a bicycle and pedestrian bridge between Oregon City and West Linn affects the McLoughlin Boulevard Enhancements Project plan options. Mr. Gross replied that the design presented would not preclude the addition of such a bridge, and that the design could tie into the new loop created by a pedestrian bridge. He also noted personnel overlap between the planning of both projects.

Mayor McGriff expressed concern about potential visual clutter in the Arch Bridge area from either the McLoughlin Boulevard Enhancements Project or ODOT's potential pedestrian bridge.

Commissioner Smith expressed concern about perceived inconsistency between the Commission's hesitancy regarding a bicycle/pedestrian bridge across the river and support the McLoughlin Boulevard Enhancements Project's plans, as they amount to a bicycle/pedestrian bridge on one side of the river. He expressed opposition to the conventional viaduct option for aesthetic reasons.

Commissioner Mitchell asked if the vertical supports in the drawing of the long span design were to scale, noting that there is a building height restriction in the downtown area. Mr. Roberts replied that the vertical elements of the drawing were to scale and discussed engineering considerations that went into calculating the proper height and angle of the vertical supports. He noted that there are geometry and design options to reduce the visual size of the supports and added that the current conceptual view in blue makes the long span design appear to stand out more than it actually will.

Commissioner Smith asked whether the height limit for downtown would restrict the height of the supports, and if the City would need to alter those limits to accommodate the design. Ms. Robertson-Gardiner replied that the matter would be researched. Mayor McGriff suggested that the height limit is meant to apply to buildings, not transportation conveyances such as the project in question. Commissioner Mitchell suggested that the proposed design might be technically outside of downtown as it is situated between McLoughlin Avenue and the Willamette River.

Ms. Robertson-Gardiner asked if the Commission wished to offer direction regarding streetscape design. The Commissioners had no specific directions to add at this time.

The long span design was the City Commission's favored option.

ADJOURNMENT

Mayor McGriff adjourned the meeting at 6:34 P.M.

Respectfully submitted,

Jakob S. Wiley, City Recorder



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission

Agenda Date: July 9, 2024

From: John Lewis, Public Works Director

SUBJECT:

Resolution No. 24-21 Adjusting Solid Waste Collection and Disposal Rates Effective September 1, 2024

STAFF RECOMMENDATION:

Review and select Option 1, or Option 2, then Adopt Resolution No. 24-21 establishing solid waste collection and disposal rates as set forth in Exhibit A, effective September 1, 2024.

EXECUTIVE SUMMARY:

Ordinance No. 06-1001 was adopted February 1, 2006, establishing an agreement between the City of Oregon City and the Oregon City Garbage Company, Inc. (dba B&B Leasing) to provide solid waste hauling services. The City then developed Oregon City Municipal Code 8.20 Solid Waste Collection and Disposal, granting Oregon City Garbage Company the exclusive right, privilege, and franchise to provide solid waste collection and disposal services within Oregon City.

BACKGROUND:

Oregon City Municipal Code Chapter 8.20.130 provides that rates shall be approved by the City Commission. The City Commission shall establish, and as considered necessary from time to time, change rates, via resolution. Oregon City Garbage Company, Inc. (franchisee) is requesting a rate increase, due to the increased costs of Metro transfer station fees and garbage collection services. In determining the appropriate rate to be charged (by the franchisee), the City Commission shall consider all appropriate factors, including the following:

1. The costs to provide the service performed by the franchisee.
2. The anticipated increase in costs to provide this service.
3. The need for equipment replacement and/or additional equipment to meet service needs; compliance with federal, state, local law, ordinances, and regulations; or technological change.
4. The investment of the franchisee, the value of its business, and the necessity that the franchisee has a reasonable rate of return.
5. The rates charged in other cities (of similar size within other relevant jurisdictions) for similar service in comparable service areas.
6. The public interest in ensuring reasonable rates to enable the franchisee to provide an efficient and beneficial service to the residents and other users of the service.
7. The local wage scales, cost of management facilities, and disposal fees or charges.

8. Any profit or cost savings, and any additional costs resulting from recycling.

Oregon City's last solid waste collection and disposal rate change was adopted in 2023 (via Resolution No. 23-21) establishing the current rates. The current rate increase request (Exhibit A of the proposed resolution) presents two options, as requested by City Commission.

Considering that most Oregon City residents use a 35-gallon cart:

Rate Proposal - Option #1: This option provides a uniform 12% rate increase, affecting all customers equally. For residential customers, the proposed rate increase is \$3.94/month for a 35-gallon cart and \$5.30/month for a 65-gallon cart. All other services would see rate increases in the range of 10% to 12%.

Rate Proposal - Option #2: This option provides a variable rate structure, encouraging the reduction of waste. For residential customers, the rate increase is \$3.28/month (10%) for a 35-gallon cart and \$6.41/month (14.51%) for a 65-gallon cart. All other services would see rate increases in the range of 10% to 12%.

In November 2023, Metro established a Waste Fee Policy Task Force to provide recommendations to the Metro Council regarding solid waste fee policy. The task force's recommendation was used to guide development of the Metro solid waste fees. Metro voted to approve an 11.9% increase in fees to cover the cost of solid waste services and to transition to a cost-of-service model. This rate request is due to increased regional disposal fees, labor costs, costs for new equipment, and increases in the consumer price index. Comparably, after the rate adjustment, Oregon City disposal fees would still be the lowest fees in the Metro area.

The proposed rate adjustment is projected to increase the solid waste franchise fee revenue by \$38,986 over a one-year period.

OPTIONS:

1. Approve Resolution No. 24-21 Option 1.
2. Approve Resolution No. 24-21 Option 2.
3. Approve Resolution No. 24-21, Option 1 or 2, with specific modifications.
4. Deny Resolution No. 24-21. If the Commission votes to deny the resolution, staff requests directions on how to proceed.

BUDGET IMPACT:

Amount: \$38,986.00 (Annual Solid Waste License Revenue Increase)
Fiscal Year(s): 2024-2025 (annually)
Funding Source(s): General Fund

City/County Comparison of Rates

Effective Dates -->	Oregon City	Oregon City	Oregon City	Clackamas Co. (U)	Clackamas Co. (U)	Gladstone	Milwaukie	West Linn	Canby	Portland
	Current *	Proposed (Opt #1)	Proposed (Opt #2)	08/01/24 **	07/01/23 *	07/01/24 *	07/01/23 *	07/01/24 *	07/01/24 *†	07/01/24 *
20 Gallon	26.66	29.86	28.74	33.25	32.00	30.02	32.95	30.29	28.83	36.70
35 Gallon	32.81	36.74	36.09	38.85	37.10	37.03	38.20	36.09	34.34	42.00
65 Gallon	44.17	49.47	50.58	50.95	48.55	50.34	49.80	57.80	54.97	47.00
95 Gallon	47.76	53.49	54.69	60.80	57.60	54.45	59.00	63.56	60.94	53.85

† Canby is located outside of Metro's waste boundary and is not impacted the same way by Metro increases.

* Rates Fully Approved.

** Rates Proposed / Approved by County Solid Waste Commission, Awaiting County Commissioners Vote.

Post Office Box 1840
Oregon City, OR 97045
503-656-8403
Fax: 503-656-0320
www.oregoncitygarbageco.com



OREGON CITY
GARBAGE
Company, Inc.

June 24th, 2024

John M. Lewis
Public Works Director
City of Oregon City
13895 Fir Street
Oregon City, OR 97045

RE: Metro Tip Fee Increase Update

Dear Mr. Lewis,

In November 2023, Metro established a Waste Fee Policy Task Force to provide recommendations to the Metro Council regarding solid waste fee policy. The task force aimed to increase transparency in fee development and make suggestions for solid waste fee policy. Its objectives were to enhance understanding of Metro's solid waste fees and provide regional fee policy recommendations. Task force members included Metro Councilors, leaders from cities and counties in the region, private transfer station owners, solid waste and recycling haulers, and non-profit leaders. B&B Leasing was a member of the task force representing solid waste and recycling haulers.

A key question from the Metro Council and staff was whether Metro should charge the full cost of service for the solid waste tip fee. This question came up because Metro Staff disclosed that they had been using Metro's unrestricted fund balance reserves to subsidize the solid waste tip fees. The task force members agreed that Metro should charge the full cost of service. However, this decision wasn't made without questions or concerns, including those raised by B&B Leasing. Here are some of the specific concerns we raised during the process:

"It is hard to determine if the projected tip fee increase for covering the cost of service makes sense without seeing more detailed numbers. I am concerned by the idea that Metro is not charging for the full cost of service, but I also don't know that the answer is as simple as raising the tip fee (it depends on the quality of cost control/cost management)."

"There needs to be an oversight mechanism for Metro's Waste Fee setting that delves deeper into how costs are managed/controlled."

Other task force members, particularly city and county representatives and other solid waste and recycling haulers, also expressed questions and concerns similar to these.

At the task force's culmination, Metro asked members to vote on new policy criteria and whether Metro should charge the cost of service. Members weren't asked to vote on specific questions regarding cost

control or oversight measures, as they were beyond the task force's scope of work. These concerns were included to a limited extent as recommendations Metro made to their Council, which I have attached ("Metro's Waste Fee Policy Task Force recommendations").

On May 2nd, the Metro Council voted to approve an 11.9% increase in fees to cover the cost of solid waste services and to transition to a cost-of-service model. During the Council session, Metro's Chief Financial Officer, Brian Kennedy, explained that the Metro solid waste department regularly seeks bids for the best prices and that Metro has various oversight measures in place, including:

- An elected Internal Auditor who has conducted two solid waste audits since 2021.
- The Multnomah County Tax Supervising and Conservation Commission, which oversees their budget-setting process.
- An annual independent review of solid waste fees.

Brian Kennedy also suggested that future increases were more likely to be in line with inflationary impacts, possibly in the range of 4% to 6%.

Respectfully,

A handwritten signature in dark ink, appearing to read 'BKennedy', is written over a light gray circular background.

Oregon City Garbage Company



METRO WASTE FEE POLICY TASK FORCE

RECOMMENDATIONS

March 2024

OVERVIEW

Metro’s solid waste fee setting process is guided by a core set of criteria used to ensure effective management of the regional garbage and recycling system. The Waste Fee Policy Task force was convened in November 2023 to review Metro’s solid waste fee setting policy and provide recommendations to the Metro Council to guide development of FY 24-25 solid waste fees. The Task Force was asked to identify any additional policy objectives and outcomes that the Council should consider in their fee setting process and to recommend how the criteria for fee setting are prioritized.

The task force membership included stakeholders with relevant subject matter expertise and active participants in the operations of the broader garbage and recycling system. Metro Councilor Mary Nolan served as Task Force Chair and Metro Councilor Christine Lewis served as the Vice-Chair.

TASK FORCE MEMBERS

Mary Nolan, Task Force Chair
Christine Lewis, Task Force Vice Chair
Ashton Simpson
Tim Rosener
Pam Treece
Arianne Sperry
Wendy Lawton
Will Mathias
AJ Simpson
Jason Jordan
Terrell Garrett
Beth Vargas Duncan
Laura Tokarski
Jackie Kirouac-Fram

Metro Councilor
Metro Councilor
Metro Councilor
City of Sherwood Mayor
Washington County Commissioner
Oregon Dept. of Environmental Quality
East County System User
B&B Leasing Company
City of Roses
Republic
Greenway Recycling
Oregon Refuse and Recycling Association
Trash for Peace
ReBuilding Center

RECOMMENDATIONS

The Task Force held six meetings that took place December 2023 through February 2024. They reviewed information about how the garbage and recycling system is financed, existing fee policy criteria, and primary policy drivers for fee setting, including material subsidies and incentives for waste reduction. The group discussed how the fee setting policy criteria should be updated and suggested new policy criteria. They considered how to prioritize both the new and current criteria and reviewed examples of how prioritization

could impact fees. Based on these discussions the task force identified the following recommendations:

1. **Improve engagement and collaboration on budget and fee development.**
This includes an advisory and oversight committee with public, private, nonprofit and community partners to advise Metro Council on budget and fee development. This process should also ensure that community member voices are heard and considered in budget and fee development. Consider Washington County's Garbage and Recycling Advisory Committee as a model or expanding the Regional Waste Advisory Committee scope and membership.
2. **Improve public information and increase dissemination of information about how Metro's fees are developed and used.**
This includes simplifying information so it is clear and easy to understand and sharing outcomes achieved through fees, including environmental outcomes and program and service performance metrics.
3. **Continue to maintain separate fund balance reserves for transfer station operations and Regional System Fee-funded activities.**
This includes uses of transfer station operations, capital improvements and Regional System Fee fund balance reserves should be restricted to uses within the same sub-fund. Any exceptions to this should require Council approval. This is important for transparency, accountability and to maintain trust.
4. **Update Metro's financial policy to include fiscal responsibility and accountability criteria as good financial practices that Metro should continue to follow in the fee development process.**
This includes revising Metro's financial policy to include the following criteria.

Credit Rating Impacts: The fee structure should not negatively impact Metro's credit rating.

Authority to Implement: Metro should ensure that it has the legal ability to implement the fee structure; or, if such authority is not already held, evaluate the relative difficulty of obtaining the authority. And fees should be readily enforceable.

Revenue adequacy - Solid waste fees should be sufficient to generate revenues that fund the full cost of the solid waste system and provide fund balance reserves that are necessary for fee stabilization, policy compliance, and unexpected disruptions.

Reliability - Anticipated revenues used in the fee setting process should be considered stable and unlikely to deviate from financial plan expectations.

5. **Prioritize the following criteria in solid waste fee setting.**

This includes updating the fee setting policy to include new criteria and prioritization as outlined below.

Prioritized criteria in fee development:

Accessible and Equitable System (NEW): Fee setting should encourage public, private and nonprofit investment in services that provide regional benefit, emphasizing geographic equity, access to service and a reduction in local environmental and human health impacts.

Healthy Environment (formerly Waste Reduction): The fee structure should encourage keeping valuable materials out of the landfill, reducing climate and environmental impacts through highest material use, and safe disposal of hazardous waste.

Affordability: Fee setting should consider the economic effects and distribution of benefits to the various types of users in the Solid Waste System, including the cost of living on residential waste generators and the cost of doing business on non-residential generators, as well as the economic effect on others in the region.

Public-Private System (NEW): Fees should give fair weight to the operational and capital needs of all providers: publicly owned, privately owned, and nonprofit.

The following priorities were discussed and developed as important considerations, but not priorities as those above:

Predictability: Metro fee adjustments should be predictable and orderly to allow local governments, haulers, and rate payers to perform effective planning.

Resilient Economy for All (NEW): Fee setting should consider the economic effects of short- and long-term fee changes.

Service Provision: Charges to users of the waste disposal system should be directly related to disposal services received. Fee impacts to residents of the Metro service district who may not be direct users of the disposal system should be related to other benefits received.

Consistency: Solid waste fee setting should be consistent with Metro's agency-wide planning policies and objectives, including but not limited to the Regional Waste Plan.

Administration: Fee setting should evaluate the relative cost and benefits of administering the fees with financial and policy goals.

RESOLUTION NO. 24-21

**A RESOLUTION ADJUSTING SOLID WASTE COLLECTION AND DISPOSAL RATES
EFFECTIVE SEPTEMBER 1, 2024**

WHEREAS, Ordinance No. 06-1001 was adopted February 1, 2006. Under said Ordinance, an agreement was entered into between the City of Oregon City and Oregon City Garbage Company, Inc. (dba B&B Leasing) for a Solid Waste Collection and Disposal Franchise; and

WHEREAS, Chapter 8.20.130 of the Oregon City Municipal Code, provides that rates shall be approved by the City Commission and established by resolution; and

WHEREAS, the Franchisee is currently requesting a rate increase due to increased costs of metro disposal fees and labor cost; and

NOW, THEREFORE, OREGON CITY RESOLVES that the Rate for Solid Waste Services provided by Oregon City Garbage Company, Inc. (dba B&B Leasing), an Oregon Corporation, shall be set forth in the attached Exhibit A and said rates shall be the maximum rates chargeable by the Franchisee.

BE IT FURTHER RESOLVED that the new Rate Schedule set forth in **Exhibit A** shall be effective September 1, 2024.

Approved and adopted at a special meeting of the City Commission held on the 9th day of July 2024.

DENYSE C. MCGRUFF
Mayor

Attested to this 9th day of July, 2024:

Approved as to legal sufficiency:

Jakob Wiley, City Recorder

City Attorney

Rate Proposal - Option #1

Service	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Residential Cart				
20 Gal Weekly	\$ 26.66	\$ 3.20	\$ 29.86	12.00%
35 Gal Weekly	\$ 32.81	\$ 3.94	\$ 36.75	12.00%
65 Gal Weekly	\$ 44.17	\$ 5.30	\$ 49.47	12.00%
95 Gal Weekly	\$ 47.76	\$ 5.73	\$ 53.49	12.00%
35 Gal Monthly	\$ 15.64	\$ 2.45	\$ 18.09	15.66%
35 Gal Will Call	\$ 13.26	\$ 1.59	\$ 14.85	11.99%
Extra - 35 Gal Equivalent	\$ 7.99	\$ 1.05	\$ 9.04	13.14%
Extra - Yard Debris	\$ 3.45	\$ 0.50	\$ 3.95	14.49%
Yard Debris - Yearly	\$ 73.37	\$ 8.07	\$ 81.44	11.00%
Recycle Only	\$ 4.93	\$ 0.54	\$ 5.47	10.95%
Residential Central Billing				
20 Gal Weekly	\$ 24.86	\$ 2.98	\$ 27.84	12.00%
35 Gal Weekly	\$ 31.00	\$ 3.72	\$ 34.72	12.00%
65 Gal Weekly	\$ 42.37	\$ 5.08	\$ 47.45	12.00%
95 Gal Weekly	\$ 45.96	\$ 5.52	\$ 51.48	12.00%
Commercial Cart				
35 Gal Weekly	\$ 32.81	\$ 3.94	\$ 36.75	12.00%
65 Gal Weekly	\$ 44.17	\$ 5.30	\$ 49.47	12.00%
95 Gal Weekly	\$ 47.76	\$ 5.73	\$ 53.49	12.00%
Commercial Container				
1-1/3 Yard Weekly	\$ 171.84	\$ 20.62	\$ 192.46	12.00%
1-1/2 Yard Weekly	\$ 189.10	\$ 22.69	\$ 211.79	12.00%
2 Yard Weekly	\$ 251.39	\$ 30.17	\$ 281.56	12.00%
3 Yard Weekly	\$ 346.41	\$ 41.57	\$ 387.98	12.00%
4 Yard Weekly	\$ 460.43	\$ 55.25	\$ 515.68	12.00%
5 Yard Weekly	\$ 575.53	\$ 69.06	\$ 644.59	12.00%
6 Yard Weekly	\$ 690.64	\$ 82.88	\$ 773.52	12.00%
8 Yard Weekly	\$ 871.58	\$ 104.59	\$ 976.17	12.00%
Service	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Drop Box				
10 Yard Scheduled Service	\$ 133.59	\$ 16.03	\$ 149.62	12.00%
20 Yard Scheduled Service	\$ 144.54	\$ 17.34	\$ 161.88	12.00%
30 Yard Scheduled Service	\$ 166.44	\$ 19.97	\$ 186.41	12.00%
40 Yard Scheduled Service	\$ 188.34	\$ 22.60	\$ 210.94	12.00%
10 Yard Drop Box	\$ 166.44	\$ 19.97	\$ 186.41	12.00%
20 Yard Drop Box	\$ 177.39	\$ 21.29	\$ 198.68	12.00%
30 Yard Drop Box	\$ 210.24	\$ 25.23	\$ 235.47	12.00%
40 Yard Drop Box	\$ 243.09	\$ 29.17	\$ 272.26	12.00%
< = 20 Yard Compactor	\$ 160.97	\$ 19.32	\$ 180.29	12.00%
< = 29 Yard Compactor	\$ 171.92	\$ 20.63	\$ 192.55	12.00%
30 Yard Compactor	\$ 188.34	\$ 22.60	\$ 210.94	12.00%
40 Yard Compactor	\$ 204.77	\$ 24.57	\$ 229.34	12.00%
30 Yard Contaminated Box (Hillsboro)	\$ 547.50	\$ 57.50	\$ 605.00	10.50%
30 Yard LEED Box (Wilsonville)	\$ 255.00	\$ 25.50	\$ 280.50	10.00%
30 Yard LEED Box (Greenway)			\$ 651.20	

* 15% Surcharge on all Drop Box Disposal Fees (effective 1/1/19)

** Metro Fees also add \$7.25/Load

Miscellaneous Service Fees	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Reinstatement Fee	\$ 10.00	\$ 1.00	\$ 11.00	10.00%
Cart Redelivery Fee	\$ 25.00	\$ 2.50	\$ 27.50	10.00%
1st Extra Bag (Small, < 20 Gallon)	\$ 3.50	\$ 0.35	\$ 3.85	10.00%
Add'l Extra Bag (Small, < 20 Gallon)	\$ 2.00	\$ 0.20	\$ 2.20	10.00%
1st Extra Bag (Large, > 20 Gallon)	\$ 4.70	\$ 0.47	\$ 5.17	10.00%
Add'l Extra Bag (Large, > 20 Gallon)	\$ 3.20	\$ 0.32	\$ 3.52	10.00%
Extra Cart (20 Gal.)	\$ 3.50	\$ 0.35	\$ 3.85	10.00%
Extra Cart (35 Gal.)	\$ 7.00	\$ 1.53	\$ 8.53	21.86%
Trash in Yard Debris Cart	\$ 9.90	\$ 0.99	\$ 10.89	10.00%
Trash in Recycle Cart	\$ 11.15	\$ 1.12	\$ 12.27	10.00%
Temp Container Rent (Per Yard, Per Day)	\$ 1.10	\$ 0.11	\$ 1.21	10.00%
Incidental Service Fee (Per 5 Min Increment)	\$ 8.00	\$ 0.80	\$ 8.80	10.00%
Gate Fee			\$ 4.40	
1 Truck / 1 Man (Per Hour)			\$ 73.00	
1 Truck / 2 Man (Per Hour)			\$ 105.00	

Bulky Item Fees	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Appliances	\$ 20.00	\$ 2.00	\$ 22.00	10.00%
Fridge, Freezer, AC	\$ 40.00	\$ 4.00	\$ 44.00	10.00%
Dense Foam Mattress (King or Queen)	\$ 17.50	\$ 1.75	\$ 19.25	10.00%
Interspring or Light Foam (King or Queen)	\$ 10.00	\$ 1.00	\$ 11.00	10.00%
Box Springs	\$ 7.50	\$ 0.75	\$ 8.25	10.00%
Couch	\$ 15.00	\$ 1.50	\$ 16.50	10.00%
Chair	\$ 12.00	\$ 3.00	\$ 15.00	25.00%
Tire Off Rim	\$ 5.00	\$ 0.50	\$ 5.50	10.00%
Tire On Rim	\$ 10.00	\$ 1.00	\$ 11.00	10.00%
Truck Tire Off Rim			\$ 11.00	
Truck Tire On Rim			\$ 16.50	
File Cabinet	\$ 5.00	\$ 3.25	\$ 8.25	65.00%
Treadmill	\$ 20.00	\$ 2.00	\$ 22.00	10.00%
Toilet	\$ 5.00	\$ 0.50	\$ 5.50	10.00%
Car Battery	\$ 10.00	\$ 1.00	\$ 11.00	10.00%
Sharps (1 Gallon)			\$ 19.25	
Sharps (5 Gallon)			\$ 25.00	
Inside Pick-Up	\$ 5.00	\$ 0.50	\$ 5.50	10.00%
Inside Pick-Up (Per Flight of Stairs)	\$ 9.00	\$ 0.90	\$ 9.90	10.00%
Yard Debris Bags			\$ 3.30	

Drop Box Fees	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Rejected Load	\$ 50.00	\$ 5.00	\$ 55.00	10.00%
Wash Out (Metro South)	\$ 30.00	\$ 3.00	\$ 33.00	10.00%
Wash Out (Metro South Unavailable)	\$ 50.00	\$ 5.00	\$ 55.00	10.00%
Compactor Turn Around	\$ 20.00	\$ 20.00	\$ 40.00	100.00%
Dry Run	\$ 35.00	\$ 1.00	\$ 36.00	2.86%
Deadhead Round Trip	\$ 35.00	\$ -	\$ 35.00	0.00%
Occasional Demurrage (Per Day)	\$ 7.00	\$ 0.70	\$ 7.70	10.00%
Occasional Demurrage (Per Month)	\$ 70.00	\$ 7.00	\$ 77.00	10.00%
Ind/Com/MF Demurrage (Per Month)	\$ 55.00	\$ 5.50	\$ 60.50	10.00%
Lid Fee (Perm Box / Month)	\$ 30.00	\$ -	\$ 30.00	0.00%
Lid Fee (Temp Box / Week)	\$ 7.50	\$ -	\$ 7.50	0.00%
Delivery Fee	\$ 35.00	\$ 3.50	\$ 38.50	10.00%
Incidental Service Fee (Per 5 Min Increment)	\$ 8.00	\$ 0.80	\$ 8.80	10.00%

EXHIBIT A
RESOLUTION NO. 24-21

Rate Proposal - Option #2

Service	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Residential Cart				
20 Gal Weekly	\$ 26.66	\$ 2.08	\$ 28.74	7.80%
35 Gal Weekly	\$ 32.81	\$ 3.28	\$ 36.09	10.00%
65 Gal Weekly	\$ 44.17	\$ 6.41	\$ 50.58	14.51%
95 Gal Weekly	\$ 47.76	\$ 6.93	\$ 54.69	14.51%
35 Gal Monthly	\$ 15.64	\$ 2.45	\$ 18.09	15.66%
35 Gal Will Call	\$ 13.26	\$ 1.59	\$ 14.85	11.99%
Extra - 35 Gal Equivalent	\$ 7.99	\$ 1.05	\$ 9.04	13.14%
Extra - Yard Debris	\$ 3.45	\$ 0.50	\$ 3.95	14.49%
Yard Debris - Yearly	\$ 73.37	\$ 8.07	\$ 81.44	11.00%
Recycle Only	\$ 4.93	\$ 0.54	\$ 5.47	10.95%
Residential Central Billing				
20 Gal Weekly	\$ 24.86	\$ 2.98	\$ 27.84	12.00%
35 Gal Weekly	\$ 31.00	\$ 3.72	\$ 34.72	12.00%
65 Gal Weekly	\$ 42.37	\$ 5.08	\$ 47.45	12.00%
95 Gal Weekly	\$ 45.96	\$ 5.52	\$ 51.48	12.00%
Commercial Cart				
35 Gal Weekly	\$ 32.81	\$ 3.94	\$ 36.75	12.00%
65 Gal Weekly	\$ 44.17	\$ 5.30	\$ 49.47	12.00%
95 Gal Weekly	\$ 47.76	\$ 5.73	\$ 53.49	12.00%
Commercial Container				
1-1/3 Yard Weekly	\$ 171.84	\$ 20.62	\$ 192.46	12.00%
1-1/2 Yard Weekly	\$ 189.10	\$ 22.69	\$ 211.79	12.00%
2 Yard Weekly	\$ 251.39	\$ 30.17	\$ 281.56	12.00%
3 Yard Weekly	\$ 346.41	\$ 41.57	\$ 387.98	12.00%
4 Yard Weekly	\$ 460.43	\$ 55.25	\$ 515.68	12.00%
5 Yard Weekly	\$ 575.53	\$ 69.06	\$ 644.59	12.00%
6 Yard Weekly	\$ 690.64	\$ 82.88	\$ 773.52	12.00%
8 Yard Weekly	\$ 871.58	\$ 104.59	\$ 976.17	12.00%
Service	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Drop Box				
10 Yard Scheduled Service	\$ 133.59	\$ 16.03	\$ 149.62	12.00%
20 Yard Scheduled Service	\$ 144.54	\$ 17.34	\$ 161.88	12.00%
30 Yard Scheduled Service	\$ 166.44	\$ 19.97	\$ 186.41	12.00%
40 Yard Scheduled Service	\$ 188.34	\$ 22.60	\$ 210.94	12.00%
10 Yard Drop Box	\$ 166.44	\$ 19.97	\$ 186.41	12.00%
20 Yard Drop Box	\$ 177.39	\$ 21.29	\$ 198.68	12.00%
30 Yard Drop Box	\$ 210.24	\$ 25.23	\$ 235.47	12.00%
40 Yard Drop Box	\$ 243.09	\$ 29.17	\$ 272.26	12.00%
< = 20 Yard Compactor	\$ 160.97	\$ 19.32	\$ 180.29	12.00%
< = 29 Yard Compactor	\$ 171.92	\$ 20.63	\$ 192.55	12.00%
30 Yard Compactor	\$ 188.34	\$ 22.60	\$ 210.94	12.00%
40 Yard Compactor	\$ 204.77	\$ 24.57	\$ 229.34	12.00%
30 Yard Contaminated Box (Hillsboro)	\$ 547.50	\$ 57.50	\$ 605.00	10.50%
30 Yard LEED Box (Wilsonville)	\$ 255.00	\$ 25.50	\$ 280.50	10.00%
30 Yard LEED Box (Greenway)			\$ 651.20	

* 15% Surcharge on all Drop Box Disposal Fees (effective 1/1/19)

** Metro Fees also add \$7.25/Load

Miscellaneous Service Fees	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Reinstatement Fee	\$ 10.00	\$ 1.00	\$ 11.00	10.00%
Cart Redelivery Fee	\$ 25.00	\$ 2.50	\$ 27.50	10.00%
1st Extra Bag (Small, < 20 Gallon)	\$ 3.50	\$ 0.35	\$ 3.85	10.00%
Add'l Extra Bag (Small, < 20 Gallon)	\$ 2.00	\$ 0.20	\$ 2.20	10.00%
1st Extra Bag (Large, > 20 Gallon)	\$ 4.70	\$ 0.47	\$ 5.17	10.00%
Add'l Extra Bag (Large, > 20 Gallon)	\$ 3.20	\$ 0.32	\$ 3.52	10.00%
Extra Cart (20 Gal.)	\$ 3.50	\$ 0.35	\$ 3.85	10.00%
Extra Cart (35 Gal.)	\$ 7.00	\$ 1.53	\$ 8.53	21.86%
Trash in Yard Debris Cart	\$ 9.90	\$ 0.99	\$ 10.89	10.00%
Trash in Recycle Cart	\$ 11.15	\$ 1.12	\$ 12.27	10.00%
Temp Container Rent (Per Yard, Per Day)	\$ 1.10	\$ 0.11	\$ 1.21	10.00%
Incidental Service Fee (Per 5 Min Increment)	\$ 8.00	\$ 0.80	\$ 8.80	10.00%
Gate Fee			\$ 4.40	
1 Truck / 1 Man (Per Hour)			\$ 73.00	
1 Truck / 2 Man (Per Hour)			\$ 105.00	

Bulky Item Fees	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Appliances	\$ 20.00	\$ 2.00	\$ 22.00	10.00%
Fridge, Freezer, AC	\$ 40.00	\$ 4.00	\$ 44.00	10.00%
Dense Foam Mattress (King or Queen)	\$ 17.50	\$ 1.75	\$ 19.25	10.00%
Interspring or Light Foam (King or Queen)	\$ 10.00	\$ 1.00	\$ 11.00	10.00%
Box Springs	\$ 7.50	\$ 0.75	\$ 8.25	10.00%
Couch	\$ 15.00	\$ 1.50	\$ 16.50	10.00%
Chair	\$ 12.00	\$ 3.00	\$ 15.00	25.00%
Tire Off Rim	\$ 5.00	\$ 0.50	\$ 5.50	10.00%
Tire On Rim	\$ 10.00	\$ 1.00	\$ 11.00	10.00%
Truck Tire Off Rim			\$ 11.00	
Truck Tire On Rim			\$ 16.50	
File Cabinet	\$ 5.00	\$ 3.25	\$ 8.25	65.00%
Treadmill	\$ 20.00	\$ 2.00	\$ 22.00	10.00%
Toilet	\$ 5.00	\$ 0.50	\$ 5.50	10.00%
Car Battery	\$ 10.00	\$ 1.00	\$ 11.00	10.00%
Sharps (1 Gallon)			\$ 19.25	
Sharps (5 Gallon)			\$ 25.00	
Inside Pick-Up	\$ 5.00	\$ 0.50	\$ 5.50	10.00%
Inside Pick-Up (Per Flight of Stairs)	\$ 9.00	\$ 0.90	\$ 9.90	10.00%
Yard Debris Bags			\$ 3.30	

Drop Box Fees	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
Rejected Load	\$ 50.00	\$ 5.00	\$ 55.00	10.00%
Wash Out (Metro South)	\$ 30.00	\$ 3.00	\$ 33.00	10.00%
Wash Out (Metro South Unavailable)	\$ 50.00	\$ 5.00	\$ 55.00	10.00%
Compactor Turn Around	\$ 20.00	\$ 20.00	\$ 40.00	100.00%
Dry Run	\$ 35.00	\$ 1.00	\$ 36.00	2.86%
Deadhead Round Trip	\$ 35.00	\$ -	\$ 35.00	0.00%
Occasional Demurrage (Per Day)	\$ 7.00	\$ 0.70	\$ 7.70	10.00%
Occasional Demurrage (Per Month)	\$ 70.00	\$ 7.00	\$ 77.00	10.00%
Ind/Com/MF Demurrage (Per Month)	\$ 55.00	\$ 5.50	\$ 60.50	10.00%
Lid Fee (Perm Box / Month)	\$ 30.00	\$ -	\$ 30.00	0.00%
Lid Fee (Temp Box / Week)	\$ 7.50	\$ -	\$ 7.50	0.00%
Delivery Fee	\$ 35.00	\$ 3.50	\$ 38.50	10.00%
Incidental Service Fee (Per 5 Min Increment)	\$ 8.00	\$ 0.80	\$ 8.80	10.00%



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission
From: Shaun Davis, Police Chief

Agenda Date: July 9, 2024

SUBJECT:

Youth Opioid Prevention Grant Program Committee Evaluation and Award Announcement

STAFF RECOMMENDATION:

Award up to \$20,000 to the 2024-25 Youth Opioid Prevention Grant Program Applicant

EXECUTIVE SUMMARY:

The second Youth Opioid Prevention Grant Program opportunity was advertised from April 15 – May 10, 2024. The grant runs from July 1, 2024 – June 30, 2025. One application was received from Oregon City Together.

BACKGROUND:

During the 2023-2025 Budget Hearings, the Oregon City Budget Committee earmarked \$40,000 each year for the 2023-2025 biennium budget, with a maximum up to \$20,000 per grant award, for a Youth Opioid Prevention Grant Program.

Grant guidelines and an application were created to focus on youth opioid prevention programs.

The Youth Opioid Prevention Grant Program (YOPGP) supports efforts in Oregon City to discourage or prevent youths within our community from the misuse of opioids and prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies, which will improve our community's overall quality of life by investing in programs that focus directly on our youth.

The goals of the projects or programs that receive support through this grant must focus on prevention of misuse of opioids and prevention of overdose deaths and other harms, as outlined in the Opioid Settlement Agreements, List of Opioid Remediation Uses.

After the grant application period ended, a grant evaluation committee reviewed the submission and evaluated the grant program proposed by Oregon City Together.

Overall, the grant evaluation committee was in favor of the grant submitted by OC Together. However, the grant evaluation committee requested more information about items addressed to their grant application.

Attached are the grant application from Oregon City Together, additional questions from the committee answered by the applicant, and the average evaluation scores provided by the

committee.

The police department is looking for approval or denial of the grant award to Oregon City Together.

OPTIONS:

1. Approve Youth Opioid Prevention Grant Program Committee Evaluation and Award Announcement.
2. Approve Youth Opioid Prevention Grant Program Committee Evaluation and Award Announcement with Amendments.
3. Deny Youth Opioid Prevention Grant Program Committee Evaluation and Award Announcement and provide further direction.

BUDGET IMPACT:

Amount: \$20,000
Fiscal Year(s): 2024-2025
Funding Source(s): ARPA Funds



Youth Opioid Prevention Grant Program Application

Before filling out this form, please read the Youth Opioid Prevention Grant Program information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required depending upon the proposed project. Limit answers to the space provided.

Title of Project Addressing risk factors for youth substance misuse, including opioids

Organization Oregon City Together/Oregon City School District

Is this a Non-Profit Organization? Yes ☐ No ☒

Non-Profit Federal tax-exempt ID Number _____

Address P.O. Box 2110

City, State, Zip Oregon City, OR 97045

Project Coordinator Anne Haynes Phone 503-707-5177

Email anne.haynes@orecity.k12.or.us

Chairperson of Governing Board (If Applicable) _____

Phone _____

Signature Anne Haynes

Digitally signed by Anne Haynes
Date: 2024.05.10 15:46:43 -07'00'

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the PROPOSED BUDGET at the end of this document*****

Amount totals from that sheet should match this table.

Grant Amount Requested:	\$ 20,000
+ Matching Funds (Cash):	\$ 2,500
+ In-Kind Matching Funds (See question #15):	\$ 8,620
= Total Cost of Project:	\$31,120

Proposal Information

Please use additional page(s) if necessary

1. Have you received a similar grant or a city-sponsored grant in the last 3 years?

Yes ☒ No ☐

If yes, please describe the projects/programs for which you received funding.

- 1) Oregon City Together (OCT) received this youth opioid grant in the amount of \$20,000 for November 2023–June 2024 to conduct a mental health promotion campaign to address risk factors affecting youth opioid, and other drug use.
- 2) Oregon City Together also received a Metro Enhancement Grant from the city of Oregon City in 2023-24. This grant is being used to increase awareness of the dangers of fentanyl and fake pills among youth, young adults and their families living in Oregon City.

2. If you received a similar or city-sponsored grant, what is the status of the project?

- 1) OCT created and implemented a youth mental health promotion project with Oregon City's alternative high school, Oregon City Service Learning Academy (OCSLA). This project is wrapping up in June 2024 with the following accomplishments:
 - a) 45 student leaders participated in 3 leadership training sessions with CADCA youth trainer Nigel Wrangham. The student leaders researched mental health, assessed their own needs, and created the 4 Rs of Youth Mental Health messaging for their peers. They also covered stress and coping (healthy and unhealthy ways), inclusion and exclusion and how these affect our mental well-being, social determinants of health and how they can be studied and influenced for the common good, mental health stigma, and public communication.
 - b) 35 students participated in an art therapy session to develop the graphic application of their mental health messaging.
 - c) Film Series conducted showing Angst and Suicide: The Ripple Effect
 - d) Media Awareness Campaign conducted, including posters and stickers for every OC school and various businesses, billboard, social media ads, website page, film series, etc.
 - e) Students and coalition members made a presentation to the OCSLA Board of Directors
 - f) Students and coalition members will make a presentation to the Oregon City Mayor & Commissioners on 5/15/24
 Quarterly reports, recent events, presentations, and artifacts demonstrate that all aspects of the campaign have been and are being successfully completed.

- 2) OCT continued our efforts on fentanyl awareness with our work group, creating and currently implementing an awareness campaign, public event, and school assemblies. The project also included youth engagement with OCHS students who researched and created a fentanyl awareness campaign, including a documentary and social media ads. This project will also wrap up in June 2024. Our public event took place on 5/2 with 45 attendees (in person and Zoom). Social media and billboard campaigns are ongoing through the grant period. School assemblies take place around National Fentanyl Awareness Day on 5/6 and 5/7. Quarterly reports and recent forums, presentations and artifacts demonstrate that all aspects of the campaign were

3. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes x No

If yes, please explain.

Strategies to prevent youth substance use, including opioids, must be ongoing because opioids and other harmful substances are an ever-evolving landscape and continue to be accessible in our community; exposing new youth every year to the harm and risks of early drug use.

During the previous phase of our effort, OCT and its partners leveraged our community collaboration to engage diverse youth in the prevention process. Future phases will build on this solid foundation.

Along with a mental health promotion campaign by youth for youth, we will also be implementing the Blues Program, an in-school, evidence-based group intervention developed by the Oregon Research Center that aims to improve youth mental health. It is a Blueprints for Healthy Youth Development Certified Model program that has undergone intensive research to become certified. As much as resources allow, OCT strives to deliver a tiered program – providing broad-based skills and supports to all youth (e.g., all students in a grade or a school) with more intensive resources for youth with risk factors or early signs and symptoms of substance use or mental health problems.

4. Briefly describe the project/program for which you are requesting funds.

Oregon City Together is seeking \$20,000 of opioid settlement funds to continue and enhance an evidence-based project to reduce risks and increase protective factors related to youth substance use. These factors are the same whether the substance is fentanyl or another opioid, marijuana, alcohol or tobacco. The primary risk factors the project will address are poor mental health (stress, anxiety and depression). Research (see 5) shows that students with poor mental health are considerably more likely than other students to self-medicate with drugs, including opioids. Prevention strategies for youth are strengthened when they involve and engage youth as equal partners, ultimately benefiting both the program and the involved youth. Thus, the primary element of the OCT project is a community-wide mental health promotion effort developed by youth for youth. Specifically, OCT will support students at the Oregon City Service Learning Academy (OCSLA) in developing a mental health promotion campaign that will be shared and conveyed to all Oregon City high school and middle school students and their parents and caregivers. We want to continue our work with OCSLA, primarily because of its emphasis on combining academic classroom curriculum with meaningful work and community service experiences. We will work with national youth trainer Nigel Wrangham again to provide youth leadership training.

The campaign will seek to increase understanding of mental health, strengthen coping skills, provide practical how-to tools, and increase supportive resources. Depending on the students' goals, it may also include advocacy.

Considering OCSLA students as resources/partners will strengthen protective factors for these students. These factors include an understanding of mental health, caring adults, positive peer groups, a strong sense of self, self-esteem, engagement in school, and connection to the community.

General elements of the project include:

The in-school program, OCSLA student engagement, input and leadership training – November to June 2024

Blues Program Implementation – November 2024

Mental health promotion campaign research, development and testing – February to March 2025

Campaign roll-out – May 2025

Acknowledge student success – June 2025

Evaluation – June 2025

5. Describe why this project/program was selected and the community need(s) to which it will respond.

OCT chose primary prevention as its focus. We want to address several root causes of youth substance use to prevent the tragic cost, in social, financial and human terms, of opioid addiction, overdose, poisoning and death. According to a federal cost-benefit analysis, in-school prevention programs could save an estimated \$18 per \$1.00 invested.

Effective substance use prevention is about reducing risk factors and increasing protective factors. With this proposed project, Oregon City Together will address the risk factors of youth stress, anxiety and depression. We chose these risk factors because there is an unmet need for youth mental health services in our community and across Oregon. There is a strong correlation between poor mental health and early drug use.

We will increase the protective factors of youth having the awareness and skills to address their stress and anxiety, parents/caregivers with the awareness and capacity to better support their child's mental health, and reduce stigma about seeking support and help. OCSLA students involved in the OCT project will benefit from increasing additional protective factors. Considering OCSLA students as resources/partners will add an increased connection to the community, positive peer group, increased self-esteem, and improved communications and leadership skills.

- According to Mental Health America's 2023 data, Oregon ranks 51 among all states for poor youth mental health.

- Oregon ranks number 1 in the percentage of population (teens and adults) with past year illicit drug use disorder (National Survey on Drug Use and Health 2021).

- Oregon ranks 1st for percent of the population (teens and adults) who reported opioid misuse (NSDUH 2021).

- 73 percent of Oregon City 11th graders reported feeling stressed, anxious and on edge, according to the 2022 Oregon Student Health Survey.

- * A 2016 National Library of Medicine study found that two-thirds of those aged 13 to 18 who developed alcohol or substance use disorders had experienced at least one mental health disorder.

The Blues Program is an in-school, small-group intervention to help teens who are experiencing mental health issues who don't have access to mental health services otherwise. Early intervention/prevention of mental health issues is vital to the prevention of substance use disorders in adulthood.

6. Identify and describe how this proposal meets one or more of the goals for funding (select all that apply).

GOALS TO PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Media campaigns to prevent youth opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence for youth.
3. Drug take-back disposal or destruction programs.
4. Evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
5. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
6. Community-based education or intervention services for families, youth, and adolescents at risk for Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder/Mental Health (SUD/MH) conditions.
7. Evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
8. Greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

GOALS TO PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Provide increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, or community navigators and outreach workers.
2. Training and education regarding naloxone and other drugs that treat overdoses for overdose patients, patients taking opioids, families, schools, and community support groups.

7. List by item number(s) from Question 6 and describe in detail how the project meets each goal. (Please use additional page(s) if necessary)

OCT's proposed project fits well into the approved uses of opioid settlement funding. The primary element of the project is an expansion of a mental health promotion effort developed by youth for youth. Specifically, OCT will support students at the Oregon City Service Learning Academy in developing an awareness campaign to be shared and conveyed to all Oregon City high school and middle school students and their parents and caregivers. The campaign and its in-school strategies will seek to reduce several risk factors that can cause youth to self-medicate with drugs, including opioids. It will provide coping skills, practical how-to tools and supportive resources for students, and their parents/caregivers.

1. Media campaign/awareness campaign. OCT's project includes a youth-supported campaign to promote youth mental health. The campaign will focus on awareness of how to cope and reduce risk factors (stress, anxiety and depression) that can cause youth to self-medicate with drugs, including opioids.

The campaign's promotional mix will include earned and social media. To increase its effectiveness, the campaign will also include school-based strategies—please see 4 and 5.

2. Public education. The above-mentioned media/awareness campaign will include practical how-to tools and supportive resources for parents and caregivers. Strategies aimed at parents will also reach the general public and serve as public education. However, the general public is a tertiary audience of OCT's proposed project. The primary audience is high school and middle school students, as well as their parents and caregivers.

We will seek community and school district opportunities to acknowledge the youth leading the charge. This will benefit the students by supporting leadership and communication skills and will also increase public awareness of the project and its importance.

3. Not in the scope of OCT's project.

4. In-school evidence-based strategies. Programs are strengthened when they involve and engage youth as equal partners ultimately providing benefits for both the program and the involved students. OCT's project will continue supporting students at the Oregon City Service Learning Academy (OCSLA) to develop the media/awareness campaign for all high and middle school students. Considering OCSLA students as partners will add protective factors for these students. These factors include caring adults, positive peer groups, a strong sense of self, self-esteem, engagement in school and connection to the community.

5. Programs that have demonstrated effectiveness in preventing youth substance use, including opioid misuse. Exhibit E, created by the Oregon Opioid Settlement Prevention Treatment and Recovery Board, includes the approved uses of settlement funds. The Oregon City Police Department likely used this document to develop its current request for proposals.

However, OCPD did not include the approved use – "Funding community anti-drug coalitions that engage in drug prevention efforts." This use was included in Oregon's Exhibit E (#5 under Prevention) because working with community coalitions like OCT has proven to be effective.

For example, OCT work helped reduce the 30-day use of marijuana and alcohol among 6th, 8th and 11th graders between 2018 and 2022 as reported in the Oregon Student Health Survey. The 2023 Annual OCT Parent Survey showed an increased awareness of the dangers of fentanyl/fake pills – thank you OCPD for its partnership in this critical endeavor. Generating community capacity and support is part of why anti-drug coalitions are effective.

Additionally, OCT proposes to provide limited staff training in the Blues Program, an evidence-based nationally-certified model program to support mental health and reduce substance use. Here is some of its research.

6. Community-based education for at-risk youth. The Blues Program is intended to actively engage high school students with depressive symptoms or at risk of major depression. The program includes 6 weekly one-hour group sessions of 4-8 teens and home practice assignments. Weekly sessions focus on building group rapport and increasing participant involvement in pleasant activities (all sessions), learning and practicing cognitive restructuring techniques (sessions 2-4), and developing response plans to future life stressors (sessions 5-6). In-session exercises require participants to apply skills taught in the program. Home practice assignments are intended to reinforce the skills taught in the sessions and help participants learn how to apply these skills to their daily lives.

7. Evidence-informed programs to address the mental health needs of young people who may be at risk of misusing opioids or other drugs. That's what this OCT proposal is all about – promoting youth mental health! We are proposing a multi-pronged tiered approach to increase effectiveness.

Youth-led awareness campaign to reach all Oregon City high school and middle school students. We need to assume that all youth are at risk at varying levels.

Partnership with OCSLA students to develop and implement the awareness effort. This strategy will increase protective factors to help this group be more resilient.

8. Greater access to mental health services for young people. This is a huge need that cannot be adequately met with \$20,000. That said, we believe the Blues Program will be a step in the right direction. This proposal includes limited funding for youth advocacy training, which increases protective factors for young people.

Harm reduction is not included in this proposal, which focuses on primary prevention strategies. An organization can receive free naloxone and training in many ways besides this funding source.

8. Project Period: 12 months

(Number of months in duration)

Beginning Date: July 2024

Ending Date: June 2025

9. How will the youth in our community benefit from your project/program? What is the estimated number of people affected and anticipated outcome(s)?

These are virtually the same as last year's benefits.

Learning more about mental health is a proactive approach to reducing substance use and improving youth overall well-being.

Improved Mental Well-being: Education about mental health equips young people with the knowledge and tools to recognize and manage their own mental well-being.

Reduced Stigma: By learning about mental health, youth can help reduce the stigma associated with mental illness. This can lead to a more open and supportive community that encourages individuals to seek help without fear of judgment.

Healthy Coping Mechanisms: Mental health education can teach youth effective coping strategies and stress management techniques. They can learn how to handle difficult emotions, stress, and anxiety in healthier ways, reducing the likelihood of turning to harmful substances or behaviors.

Stronger Interpersonal Skills: Understanding mental health fosters empathy and better communication. Youth can develop stronger interpersonal skills, improving their relationships with peers, family members and teachers. They will be more inclined to support and listen to friends who may be struggling.

Reduction in Risky Behaviors such as Opioid Use: Knowledge about mental health can make youth more aware of the risks associated with certain behaviors, such as substance abuse and self-harm. They are less likely to engage in these behaviors when they understand the potential negative consequences.

Increased Resilience: Mental health education can teach youth about resilience and the importance of bouncing back from setbacks. This prepares them to face life's challenges with a more positive outlook, making them less likely to self-medicate with drugs.

Prevention of Mental Health Issues: By learning about risk factors, protective factors, and early signs of mental health issues, young people and their families can take proactive steps to prevent such issues from arising in the first place.

Better Decision-Making: Understanding mental health can lead to better decision-making in various aspects of life.

Community Support: When youth are educated about mental health, they can contribute to creating a more compassionate and supportive community. They are more likely to advocate for improved mental health services and support networks, which benefit everyone.

Access to small group mental health programs where they will learn cognitive behavioral strategies, focusing on changing their thinking and doing. This program (Blues Program) is proven to reduce symptoms of depression, prevent the onset of major depression, and decrease/prevent substance use.

The Oregon City School District has about 3,500 students in grades 6 to 12 and about 6,000 parents/caregivers.

Social Media Awareness Campaign Reach: 100,000+

Billboard Campaign: 408,656

Posters & Stickers 3,500 students

10. Describe how your project/program will use evidence-based or evidence informed programs or strategies to support your effort?

All strategies in this proposal are evidence-based, addressing specific risk factors.

Promoting youth mental health strategies to prevent youth substance abuse/opioid misuse.

Providing youth mental health services through the Blues Program.

Partnering with youth to increase protective factors.

Funding experienced community anti-drug coalitions to do prevention work.

Including parents and caregivers.

Implementing multi-tiered approach – awareness strategies for all youth, enhanced strategies for at-risk youth.

Supplementing awareness effort with in-school strategies.

11. Briefly describe prior experience managing similar projects, including any past enhancement projects.

The Oregon City Together's experience and expertise with the 2023-24 youth opioid prevention grant program and Oregon City's Enhancement Program (Fentanyl awareness) allows our coalition to leverage the City's \$20,000 opioid settlement funding for maximum outcome potential. We have focused on the prevention of youth substance use for more than 13 years. Our members represent the community sectors of parents, government, education, business, law enforcement, civic organizations, faith-based organizations and youth-serving organizations. Together we have developed, implemented and evaluated awareness campaigns, in-school programs, community events, parent/caregiver outreach, youth advocacy, youth outreach and community relations. Our work helped reduce the 30-day use of marijuana and alcohol among 6th, 8th and 11th graders between 2018 and 2022 as reported in the Oregon Student Health Survey. The 2022 Annual OCT Parent Survey showed a significantly-increased awareness of the dangers of fentanyl/fake pills and OCT headed up the community effort.

12. List anticipated project milestones and dates (e.g., groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities, and events).

Presentation by youth to School Board April 2025
 Campaign Kick-Off Media Event April 2025
 Presentation by youth to Oregon City Commissioners May 2025
 Presentation to the Oregon Opioid Prevention, Treatment and Recovery Board with the purpose of showcasing Oregon City as a model of community success (including youth, OCT, OC commissioners) June 2025
 Involved youth may develop some other ideas.

13. An exit report will be required once the project is complete, per a signed YOPGP Agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e., number of people served; campaigns; disposal/destruction/prevention programs, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Outcome: Increased awareness of healthy options to reduce stress & anxiety (for improved mental health) among OCSLA Leadership Group and general school population.
 Measurement: Pre and Post research questions measuring stages of change around mental health behavior.

Outcome: Decrease 11th grade stress, anxiety and depression by 3% by 2025. Measurement: Oregon Student Health Survey. Beginning in 2024, the survey will be conducted yearly.

Outcome: Youth group at OCSLA is engaged and active. More than 35 students are involved and receive leadership training.
 Outcome: OCSLA youth group shows positive movement in identified protective factors.
 Measurement: Before and after surveys.

Other metrics we use to evaluate effectiveness: Reach: How many youth were exposed to the campaign? How many parents/caregivers? Engagement: How many people interacted with the campaign and events? This will include likes, shares, comments, or clicks. How many youth assisted with the campaign?

14. List sources for in-kind matching support (e.g., volunteer hours, donations, cash). To estimate the value of donated volunteer time, refer to the YOPGP Program Guidelines for current volunteer rate value.

Item	Source of Support	Estimated Value (\$)
SEE ATTACHED TABLE B		

15. List all grants applied for in support of this project and commitments confirmed to date.

We have applied for a Clackamas County opioid settlement grant to support efforts to reduce substance use in youth, specifically related to hiring an in school/district prevention coordinator. This grant is pending. Other commitments are on Attachment B in #14.

16. What percentage of YOPGP funds will be used for administrative costs?

17.56% %

17. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

Proposed Budget

Suggested List (not inclusive)	A Grant Dollars Requested	B Match Funds (Cash)	C In-Kind Match Support	D Total
<u>Staff Administrative Costs</u> (Salaries/Administration)	SEE ATTACHED TABLE C			
<u>Project Administration</u> <u>Costs</u> (Clerical, Advertising, Printing, Graphics, Postage)				
<u>Materials</u>				
<u>Equipment/Supplies</u>				
<u>Event Costs</u>				
<u>Transportation Costs</u>				
<u>Insurance Costs</u> (if needed)				
<u>Additional Costs</u> (list)				
<u>Total</u> (estimates)				

Table B 2024

Matching funds and in-kind match.

Item	Source of Support	Estimated Value
Gift cards for youth engagement/cash	Oregon City Optimists	\$500
Advertising	Pamplin	\$1,000
Art therapy workshop	Soulflags	\$600
Financial Services	OCT/OCSD	\$2,000
Volunteers 80 Hours	OCT	\$2,544
Meeting space	Oregon City School District/OCSLA	\$1,600
Printing/copying	OC Community Education	\$1,000
Insurance	Oregon City School District	\$1,000
Staff time	OCT/OCSD	\$3,925
Ripple Effect Movie	Lines for Life	\$1,495

**OREGON CITY TOGETHER
OC YOP BUDGET
JULY 1, 2024 - JUNE 30, 2025
TABLE C**

ITEM	GRANT	24-25	IN KIND	MATCHING FUNDS	TOTAL
STAFF	SALARIES	\$3,012	\$1,925	\$2,000	\$6,937
ADMIN FEE		\$512			\$512
MATERIALS / ADS COPYING/PRINTING	PRINTING	\$788	\$1,000		\$1,788
ADVERTISEMENT/SOCIAL MEDIA ADS		\$6,200	\$1,000		\$7,200
YOUTH TRAINING / SUPPORT	NIGEL WRANGHAM	\$5,400			\$5,400
YOUTH SUPPORT-SCHOOL	STAFF STIPENDS	\$2,750			\$2,750
YOUTH TRAINING / SUPPORT	SOULFLAGS		\$600		\$600
BLUES PROGRAM TRAINING	STAFF TRAINING	\$500			\$500
EVENT/MEETING SPACE	OCSD		\$1,600		\$1,600
EVENT SUPPORT/FOOD		\$338			\$338
TRANSPORTATION/TRAVEL		\$500			\$500
RIPPLE EFFECT MOVIE			\$1,495		\$1,495
YOUTH INCENTIVES				\$500	\$500
INSURANCE			\$1,000		\$1,000
		\$20,000	\$8,620	\$2,500	\$31,120



995 South End Road, Oregon City, OR 97045
Telephone: (503) 785-8250

OREGON CITY SERVICE LEARNING ACADEMY

May 9, 2024

Dear Youth Opioid Prevention Grant Selection Committee,

Thank you for allocating opioid settlement funding to help prevent youth opioid drug use. During the currently allocated grant, not only have we made inroads with youth who are at risk of opioid use through an educational campaign designed by youth for youth around mental health supports, but we have been able to provide leadership training and experience to young people in Oregon City to help them see the power of their voice.

We are hopeful to partner again with Oregon City Together to continue to address youth mental health as an underlying risk factor for addiction and substance use. The Oregon City Service Learning Academy is excited to continue working with student leaders to develop a mental health promotion campaign for all high school and middle school students in Oregon City, as well as their parents and caregivers. This is a wonderful opportunity to strengthen protective factors and build resiliency among our students. It also allows them to develop their potential as leaders and connect to their community – two protective factors right there.

The opioid epidemic requires a complex multi-pronged approach – cutting off access to drugs, prevention, harm reduction, treatment, recovery. As a school, many of these strategies are out of our hands but strengthening youth resiliency is something we can do now to prevent addiction, overdose and death.

We are committed to making this project a success.
On behalf of our students, thank you.

Sincerely,

Sara Craig

Principal

Oregon City Service Learning Academy





PO Box 2110 (1417 12th St), Oregon City, OR 97045
Telephone: (503) 785-8000 | Fax: (503) 657-2492

WHERE STUDENTS ARE FIRST.

District 62

Dear Youth Opioid Prevention Grant Selection Committee/City of Oregon City,

Thank you for allocating opioid settlement funding to help prevent youth opioid drug use. We are in the middle of a local, state and national crisis, requiring that, as a community, we all work together to benefit youth. Your partnership in helping students thrive will be essential in addressing this crisis.

The school district's vision for every student is that they have the opportunity to pursue their aspirations and achieve success. This vision is simply not possible if they are misusing substances.

The Oregon City Together grant submission is the district's youth opioid prevention grant submission. **As the coalition's fiscal agent, we are the same.**

The Oregon City Together Coalition/Oregon City School District is uniquely positioned to leverage opioid settlement funds. The coalition has focused on youth substance use prevention in Oregon City for over 12 years. During this time, its evidence-based data-driven strategies have produced excellent results. For example, according to the most recent Oregon Student Health Survey, Oregon City 6th, 8th and 11th graders' use of marijuana and alcohol have been reduced between 2018 and 2022. The risks and protective factors for youth substance use are the same, whether the substance is alcohol, marijuana or an opioid, so OCT's experience and expertise will apply to this newest crisis.

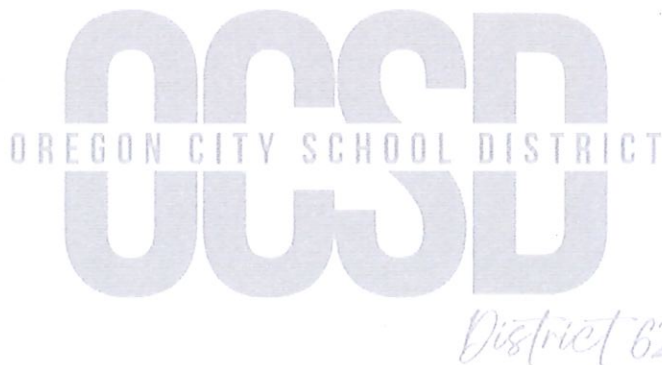
I am especially pleased OCT's proposal includes many opportunities for student engagement and input. These student voices will be critical to its success.

As additional settlement funding continues to be paid out during the next 18 years, we encourage the city to keep investing a percentage of it in prevention. Prevention can have [long-term benefits](#) and save \$18 for every dollar invested, per a [federal analysis](#).

Your investment in student well-being is much appreciated. Thank you for considering our Oregon City School District 62/Oregon City Together Youth Opioid Prevention Grant submission.

Sincerely,


Dayle Spitzer
Superintendent, Oregon City School District 62





LETTER OF SUPPORT

Dear Youth Opioid Prevention Grant Selection Committee/City of Oregon City,

As the leading civic organization in Oregon City focusing on youth, we thank you for allocating opioid settlement funding to help prevent youth opioid drug use. It is vital we all work together to address the current opioid/fentanyl crisis.

The Oregon City Optimists support the Oregon City Together Coalition's grant proposal to address youth drug use risk factors like stress, anxiety and depression. Youth who are anxious and depressed are far more likely than other youth to self-medicate with drugs. Adding to the problem is that fact that Oregon's services for youth mental health are seriously lacking.

During the past few years, we have worked with OCT on different projects. We have a shared concern for the youth in Oregon City, and have found the coalition's strategies to be evidence-based and effective.

The Optimists are donating \$500 worth of gift cards to support OCT's Youth Opioid Prevention grant proposal. The gift cards will be used to increase student engagement.

Sincerely,

Esther Hunt, President
Oregon City Optimists

Here are the questions the grant committee had:

1. You mentioned evidenced based programs but we did not see specifics. The grant committee would like to hear more specifications on which Evidence Based Programs and Curricula you are they planning on using?

In Question #10 of the grant proposal, we specify the Blues Program will be utilized in Phase 2 of the grant, which is evidence-based. More info on the program can be found here: <https://bluesprogram.org/>. The program is a Blueprints for Healthy Youth Development certified program, aiming to reduce negative cognition and increase engagement in pleasant activities to prevent the onset and persistence of depression in high school students exhibiting depressive symptoms.

Their proven outcomes are: Reduced depression symptoms for up to two years; Teens are less likely to develop major depression disorder; and Reduced Substance use.

We also mention the Blues Program in Question #3: *"Along with a mental health promotion campaign by youth for youth, we will also be implementing the Blues Program, an in-school, evidence-based group intervention developed by the Oregon Research Center that aims to improve youth mental health. It is a Blueprints for Healthy Youth Development Certified Model program that has undergone intensive research to become certified."*

The peer-to-peer awareness campaign is evidence informed because it increases protective factors and reduces risk factors for the youth involved and for those who are exposed to the campaign. See attached risk & Protective Factors document.*

 Youth substance use risks and protective factors

2. How is the Youth that will be working on the campaign selected/Screened?

We want a broad spectrum of youth from OCSLA to participate in the campaign because they will be creating a campaign to share with the other youth of OC. We do not want to limit the participants to people who all have problems or to people who don't have mental health problems. We need a vast array of people for better input. This year, Students in OCSLA's service learning class were initially introduced to the project as it aligns with the class objectives of developing leadership through service to the community. From there, some students took a stronger interest and were part of a core group of leaders who continued the project.

3. Are ACE scores taken in consideration? No, ACES is not used when choosing participants for the peer to peer campaign - see answer to #2.. For the Blues Program, the use of a depression assessment tool is recommended, such as the CES-D or PHQ-9.

4. Hopefully there is an adult supervising the campaign, what qualifications does or do they have ? During the sessions, there were multiple adult school staff available, so students who did not choose to participate or who experienced distress could exit with an adult. We have a full time school counselor here and partner with Trillium Family Services for limited on-site treatment. There are a minimum of two OCSLA teachers that are involved with this group, along with Nigel Wrangham, Youth Leadership Trainer-here's a bit of his qualifications:
Nigel Wrangham, CADC II(Certified Alcohol and Drug Counselor since 2000), CPS(Certified Prevention Specialist), has developed and delivered unique, customized prevention trainings to staff, volunteers and youth from community-based organizations throughout the United States since 1999. He has

taught upper-division courses in psychopharmacology, media studies, substance abuse prevention and community organizing at the University of Oregon. Nigel works with groups of young people and their allies to influence policy, advocate for social change, build leadership skills and summon the courage to act consciously from their core principles. He serves as a mentor for local teens in the TEDx speakers' program and works with grassroots prevention coalitions around the United States as they develop strategic plans for engaging youth.

5. What measures are in place should a youth become triggered while working on this? [See answer to #4.](#)

6. Youth need to have a direct access to mental health [See answer to #4.](#)

7. Can you provide information and/or resources to youth and families on how to take back drugs and vapes? [We already do this as a general function of the coalition through social media posts, email campaigns, and through district emails.](#)

8. Most importantly how are you ensuring that this initiative is Trauma Informed?

[All of this work is trauma informed.](#)

[From Nigel Wrangham, regarding his portion of the program:](#)

[Certainly the pieces I have worked and collaborated on within this grant are trauma informed, as is all my work with youth. If we go through the core principles of trauma informed care \(from SAMHSA: "Trauma Informed Care"\), we can see how these apply.](#)

- [1. Safety: I've always met with the students either directly on their own turf \(the classroom\), or virtually while they are in the classroom. By holding the first meeting without a packaged presentation, a quiz, or any formalized purpose other than to seek the students' input and perspective, my goal was to create an environment and relationship of psychological and personal safety.](#)
- [2. Trustworthiness and Transparency: It's my understanding that the students have always been informed of what the project outcomes are expected to be, with no sudden deviations or "need to know only" information kept from them at any stage of the process.](#)
- [3. Peer Support: This principle is essentially at the core of our project; peers sharing information and inspiration with peers. This is probably our strongest trauma-informed practice element of all.](#)
- [4. Collaboration: Throughout the process, no specific leader or coordinator was ever designated among the students. Decisions were consensus-based and not top-down.](#)
- [5. Empowerment: By facilitating a process whereby the students themselves selected problems, sound bites, and all other ideas related to the project, the power and agency have consistently been in the hands of the students themselves.](#)
- [6. Humility and Responsiveness: We have consistently practiced a non-hierarchical decision making and implementation process, as I do in every one of my youth-oriented projects.](#)

[And for the Blues Program, see attached document regarding their program being trauma informed.](#) [Blues- Trauma informed approach \(1\).docx](#)

9. It appears that you aren't starting the grant until April, is that correct and if so, why the delay? I'm not sure where it indicates an April start in the grant proposal, but here are the dates from the description of the program in #4:

[*The in-school program, OCSLA student engagement, input and leadership training -- November to June 2025](#)

*Blues Program Implementation -- November 2024 – June 2025

*Mental health promotion campaign research, development and testing -- February to March 2025

*Campaign roll-out-- May 2025 (*This should actually be April-May*)

*Acknowledge student success -- June 2025

*Evaluation -- June 2025

10. Who is developing the pre & post questionnaire? The pre/post survey will be developed by our youth leadership trainer, Nigel Wrangham. However, since we have a baseline pre-post survey from 2024's effort, we should repeat those questions to have statistical continuity.

Are there defined terms? The terms are designed based on the grant's goal as listed in question #13 of the grant proposal:

Outcome: Increased awareness of healthy options to reduce stress & anxiety (for improved mental health) among OCSLA Leadership Group and general school population.

Measurement: Pre and Post research questions measuring stages of change around mental health behavior.

2024-25 YOPGP Committee Score Average

Youth Opioid Prevention Grant Program Proposal Score Sheet

Applicant: _____ Oregon City Together/Oregon City School District _____

Project: _____ Addressing risk factors for youth substance misuse, including opioids _____

- 1) Describe why this project/program was selected and the community need(s) to which it will respond.

Average

Does the applicant adequately explain why the project was selected and the community need(s) that it will address?
(Select a score 1-5)

4.0

- 2) The applicant stated that the proposed project would meet one or more of the following Prevention Grant Goals:

Prevention of Misuse of Opioids

- 1) Media campaigns to prevent youth opioid misuse.
- 2) Corrective advertising or affirmative public education campaigns based on evidence for youth.
- 3) Drug take-back disposal or destruction programs.
- 4) Evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
- 5) School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
- 6) Community-based education or intervention services for families, youth, and adolescents at risk for Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder/Mental Health (SUD/MH) conditions.
- 7) Evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
- 8) Greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

Prevention of Overdose Deaths and Other Harms (Harm Reduction)

- 1) Provide increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, or community navigators and outreach workers.
- 2) Training and education regarding naloxone and other drugs that treat overdoses for overdose patients, patients taking opioids, families, schools, and community support groups.

Based on the applicant's description of their project, does the project respond to the selected YOPGP goal(s)? (Select a score 1-5)

4.0

- 3) How will the youth in our community benefit by the project/program? What is the estimated number of people affected and anticipated outcome(s)?

Does the proposed project positively impact Oregon City's youth based upon the applicant's description? (Select a score 1-5)

4.2

- 4) How with the project/program use evidence-based or evidence-informed programs or strategies to support the effort?

Does the proposed project positively impact Oregon City's youth based upon the applicant's description? (Select a score 1-5)

3.8

2024-25 YOPGP Committee Score Average

- 5) Briefly describe prior experience managing similar projects, including any past projects.

Has the applicant described the team's ability to successfully manage the proposed project? (Select a score 1-5)

3.6

- 6) Describe the measurements you will use to assess the program/project effectiveness? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Do the proposed measurements effectively gauge the project's impact? (Select a score 1-5)

3.4

- 7) Proposed Budget

Based on the proposed budget, does the applicant have sufficient resources to successfully implement the project within the required timeframe? (Select a score 1-5)

4.0

SCORE

27.0

PERCENTAGE

77%



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission **Agenda Date:** July 9, 2024
From: Hannah Schmidt, Community Engagement Specialist

SUBJECT:

First Reading of Ordinance No. 24-1006, Revising the City Code for the Youth Advisory Commission

STAFF RECOMMENDATION:

Staff recommends approval of Ordinance No. 24-1006.

EXECUTIVE SUMMARY:

Ordinance No. 23-1003 has been revised by the Youth Advisory Commission to reflect the most recent updates since the Youth Advisory Commission first began in October 2022.

BACKGROUND:

The Youth Advisory Commission was established in October 2022 with their first meeting held in March 2023. Over the course of the past two terms, Ordinance No. 23-1003 has not been consistent with the current practices of the Youth Advisory Commission. The Youth Advisory Commission spent the last couple of months in their second term revising the City Code to better reflect their practices. The changes made by the Youth Advisory Commission to Ordinance 23-1003 have been outlined in red on Exhibit A. Some of the revisions are minor, such as correcting any language of the Youth Advisory Committee to the Youth Advisory Commission, while other changes are more significant, such as requiring the Youth Advisory Commission to organize a minimum of one community event rather than a student town hall. Please reference Exhibit A to review all the changes made to Ordinance No. 23-1003.

OPTIONS:

1. Approve First Reading of Ordinance No. 24-1006, Revising the City Code for the Youth Advisory Commission.
2. Approve First Reading of Ordinance No. 24-1006, Revising the City Code for the Youth Advisory Commission with Amendments.
3. Deny First Reading of Ordinance No. 24-1006, Revising the City Code for the Youth Advisory Commission and provide staff with further direction.

BUDGET IMPACT:

Amount \$0

Fiscal Year(s):

Funding Source(s):

ORDINANCE NO. 24-1006

AN ORDINANCE OF THE CITY OF OREGON CITY REVISING THE CITY CODE FOR THE YOUTH ADVISORY COMMISSION

WHEREAS, The City Commission created the Youth Advisory Committee (YAC) under Ordinance No. 22-1006; and subsequently amended by Ordinance No. 23-1003; and

WHEREAS, The Youth Advisory Commission reviewed the Ordinance No. 23-1003 and request revisions that better reflect how the Youth Advisory Commission would like to operate moving into their third term; and

WHEREAS, The proposed amendments to the Oregon City Municipal Code (OCMC) 2.62 more accurately reflects the roles and responsibilities of the Youth Advisory Commission.

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. The City Commission adopts the changes identified in red in Exhibit A and fully incorporated in Exhibit B.

Read for the first time at a regular meeting of the City Commission held on the 9th day of July 2024, and the City Commission finally enacted the foregoing ordinance this 17th day of July 2024.

DENYSE C. MCGRIFF
Mayor

Attested to this 17th day of July 2024,

Approved as to legal sufficiency:

Jakob S. Wiley, City Recorder

City Attorney

Chapter 2.62 – Youth Advisory Commission

2.62.010 – Created.

There is hereby created a Youth Advisory Commission for the City of Oregon City having the duties and responsibilities provided in this chapter.

2.62.015 – Purpose.

The Oregon City Youth Advisory Commission is created to provide local students a voice in their municipal government, build an understanding of governance and leadership and to provide opportunities to engage and serve the community. The Youth Advisory Commission shall be guided by the belief that local involvement at a young age is crucial to ensuring a well-informed and engaged citizenry in the future and to provide an opportunity for members to become equipped with the knowledge and leadership skills necessary to become active contributors in the community now and in the future.

2.62.020 – Membership.

The Youth Advisory Commission shall consist of at least nine youth members and one non-voting city commissioner to be appointed by the Mayor:

- A. Members of the Youth Advisory Commission shall be high school students at the time of swearing in and shall reside within the city limits of Oregon City.
- B. Any vacancy shall be filled by the mayor, at their sole discretion, for the unexpired portion of the vacated term.
 - A vacancy can be filled by the discretion of the mayor but must be filled if the total number of Youth Advisory Commission members drops below nine.
- C. The term of service shall be considered from September through June and there are no term limits.
- D. Appointed Youth Advisory Commission members may be re-appointed for a second term without an interview at the discretion of the mayor. A Youth Advisory Commission member must participate in a recommitment interview with the mayor after serving two consecutive terms.
- E. The chairperson, vice chairperson and all new members shall be sworn in by the Youth Advisory Commission city commissioner at the first regular meeting of the term.

2.62.030 – Election of officers.

The Youth Advisory Commission, at the beginning of each term, shall elect a chairperson and vice chairperson, who shall hold the positions for one term of service. The chairperson and the vice chairperson shall be a junior or senior in high school.

2.62.040 – Chairperson

The chairperson is responsible for running the Youth Advisory Commission meetings, assigning tasks and working with the staff to set the upcoming agendas.

2.62.050 – Vice Chairperson.

The vice chairperson is responsible for taking meeting minutes and providing financial updates as applicable.

2.62.060 – Quorum and Meetings.

- A. A majority of appointed members shall constitute a quorum.
- B. If a quorum is present, all matters shall be decided by a vote of the majority present.
- C. The Youth Advisory Commission shall meet at least once a month.
- D. All meetings shall be open to the public and public meeting laws shall apply.

2.62.070 – Youth Advisory ~~Committee~~ Commission Member Responsibilities.

- A. Review and prepare strategies addressing issues of interest to students in the greater Oregon City community, including topics such as drug and alcohol abuse, bullying and driver safety or any other topic determined to be of importance by the Youth Advisory Commission.
- B. Members shall participate in an annual ~~goal-setting retreat~~ goal alignment session at the beginning of each term.
- C. Members shall be responsible for completing tasks and projects as assigned.
- D. Individual members of the youth advisory commission shall attend at least three community service events per session.
- E. ~~The youth advisory commission shall organize a minimum of one student town hall to hear from their peers and engage the larger Oregon City youth community.~~
E. The Youth Advisory Commission shall organize a minimum of one community event or project to engage the larger Oregon City youth community.
- F. The Youth Advisory Commission shall prepare an annual report at the end of the term to present to the city commission detailing the accomplishments, challenges, areas for improvement and goals for the future.

2.62.080 – Code of Conduct and Expectations

Members of the youth advisory commission shall be held to the highest standards of citizenship, scholarship and participation. The Code of Conduct details shall be stipulated in the Youth Advisory Commission Bylaws.

- ~~A. Members may have no more than one unexcused absence or no more than two excused absences from youth advisory commission meetings. An absence shall be considered excused provided advanced notice of 24 hours is provided to the chairperson and staff liaison or is determined to be excused by the chairperson and staff liaison.~~
- ~~B. Absences may be made up for by attending a City of Oregon City commission, advisory board or committee meeting within 30 days of the absence. Members shall remain in good standing at their school by maintaining passing grades and abiding by the school code of conduct.~~
- ~~C. Violations of the code of conduct and expectations of this section shall be reviewed by the member, chairperson, vice chairperson, city commission member, staff liaison and~~

~~the mayor with a goal of improving the performance and participation of the member.~~

- ~~D. The mayor shall have the sole discretion to determine if a member shall be removed from the youth advisory commission.~~

2.62.091 – Expenditures

The Youth Advisory Commission shall have no authority to make any expenditure on behalf of the city or to obligate the city for payment of any sums of money unless the city manager or city commission, as appropriate, authorizes such expenditure.

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- C. The term of service shall be considered from September through June and there are no term limits.
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CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission
From: Tony Konkol, City Manager

Agenda Date: July 9, 2024

SUBJECT:

Joint Statement in Support of Our Shared River Assets and Opportunities

STAFF RECOMMENDATION:

Staff recommends that the City Commission review the draft Joint Statement and provide staff direction on how to proceed.

EXECUTIVE SUMMARY:

Members of the City Commission have been meeting with other jurisdictions and non-governmental organizations to discuss the environmental, recreational, and economic opportunities that exist with the Willamette, Clackamas, and Tualatin Rivers and the benefits that they provide to the local and regional area and the state overall. The draft joint statement identifies a commitment to work together as a "River Assets and Opportunities Task Force" that will, among other things, meet regularly, work cooperatively, and communicate frequently in an effort to maximize the positive impacts on our communities or these river assets. Attached to this staff report are two additional items submitted by Mr. Herrmann. The attached document has been amended to reflect the recommendations of the City Commission from the June 5, 2024 meeting.

BACKGROUND:

NA

OPTIONS:

1. Approve Joint Statement in Support of Our Shared River Assets and Opportunities.
2. Approve Joint Statement in Support of Our Shared River Assets and Opportunities with Amendments.
3. Deny Joint Statement in Support of Our Shared River Assets and Opportunities and provide further direction.

BUDGET IMPACT:

Amount: \$NA

Fiscal Year(s):

Funding Source(s):

Joint Statement in Support of Our Shared River Assets and Opportunities

The jurisdictions and non-governmental organizations named below support a healthy and vibrant river system that provides economic, recreational, and environmental benefits to the region and fosters connectivity among the communities along the Willamette, Clackamas, and Tualatin rivers. We believe that the following deserve our cooperative attention in support of our shared river assets and the many opportunities they present to our communities.

The Willamette, Clackamas, and Tualatin rivers have historically been major assets in the recreational and economic lives of the citizens of Oregon City, West Linn, Gladstone, and Canby. Opportunities exist for governmental and non-governmental agencies to work together to further enhance the connections of these great rivers to residents and visitors.

These connections would enhance economic development, river recreation, organized and informal land-based and vessel-based tourism, river-based transportation and more. These connections would enhance a re-opened Willamette Falls Locks, commercial tourism or transportation uses at Jon Storm Park, new riverfront assets on the West Linn Riverfront, and access to other assets along the river systems.

Recognizing that maximizing the positive impacts on our communities of these river assets will require the coordination and cooperation of multiple governments and non-governmental agencies. The government agencies and non-governmental organizations signing this statement agree to work together as a river assets and opportunities task force. The purpose shall include, but not be limited to, working cooperatively, meeting regularly, and communicating frequently with the other signees in order to move forward together with the goal of advancing economic development, outdoor recreation, transportation, and tourism centered around our great rivers.

Signatories List

City of Canby _____

City of Gladstone _____

City of Oregon City _____

City of West Linn _____

Metro Regional Government _____

Willamette Falls Locks Authority _____

Friends of Sportcraft Landing Organization _____

Oregon City Business Alliance _____

Portland Spirit Organization _____

Senator Bill Kennemer (Ret.) _____

Vessel Reliant Professional Tours _____

Willamette Queen Sternwheeler Organization _____

Our Shared River Assets & Opportunities

WHEREAS, the Willamette, Clackamas, and Tualatin rivers have historically been major assets in the recreational and economic lives of the citizens of Oregon City, West Linn, Gladstone, and Canby, and

WHEREAS, opportunities exist for governmental and non-governmental agencies to work together to further enhance the connections of these great rivers to residents and visitors, and

WHEREAS, these connections would enhance economic development, river recreation, organized and informal land-based and vessel-based tourism, river-based transportation and more, and

WHEREAS, these connections would coordinate a re-opened Willamette Falls Locks, commercial tourism or transportation uses at Jon Storm Park, new riverfront assets on the West Linn Riverfront and more, and

WHEREAS, recognizing that maximizing the positive impacts on our communities of these river assets will require coordination and cooperation of multiple governments and nongovernmental agencies;

THEREFORE, be it resolved that the government agencies and non-governmental organizations signing this Resolution agree to join together as a river assets and opportunities task force. The purposes shall include but not be limited to work cooperatively, meet regularly, and communicate frequently with the other signees in order to move forward together with the goal of advancing economic development, outdoor recreation,

transportation and tourism centered around our great rivers.

Signatories List

City of Oregon City

City of West Linn

Portland Spirit Organization

City of Canby

Willamette Falls Locks Authority

City of Gladstone

Metro Regional Government

Willamette Queen Sternwheeler Organization

Friends of Sportcraft Landing Organization

Vessel Reliant Professional Tours _____

Oregon City Business Alliance _____

Senator Bill Kennemer (Ret.) _____



River Assets and Opportunities Task Force

Founded 2017

History: Founded in 2017, after a very successful Portland Spirit tour – “Oregon City Cruise Tour” that brought nearly 1,500 people to Oregon City and included entry fees for Museum of the Oregon Territory and End of the Oregon Trail Interpretative Center. Downtown main street, historic homes, historic businesses were all visited.

Clackamette Cove Water Quality was also an issue that the initial ten-person group reviewed. Review included City staff, Clackamette Cove Developer and Oregon City Business Alliance representatives

Eighth Street Dock contracts and initial design documents reviewed: City Staff participated to provide history and possible alternatives; review of federal grants that had been proposed was conducted.

West Linn Riverscape at McLean House and Park Discussed; McLean House and adjoining Territorial Road reviewed as possible future projects.

Willamette Jet Boats encourage to launch above Willamette Falls and proceed to Champoege Park and Newberg (2 cruises conducted even though Willamette Falls Locks closed)... vessel launch and loading was at Bernert Landing/Willamette Park; Cruises sponsored by City of West Linn and City of Canby Chambers of Commerce.

Community Building: Five community participants from Oregon City, two from West Linn/McLean House and Park, two historic re-enactors from West Linn Chamber, and three river commercial tourism operators formed initial group.



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To:	City Commission	Agenda Date:	July 9, 2024
From:	Tony Konkol, City Manager		

SUBJECT:

Joint Values and Outcomes for 2025 Transportation Funding in Clackamas County

STAFF RECOMMENDATION:

Staff recommends the City Commission support the 2025 Transportation Values and Outcomes document

EXECUTIVE SUMMARY:

The City of Oregon City has representation on C4 and C4 recently completed their 2024 Retreat. One outcome of the retreat was the drafting of the 2025 Transportation Values and Outcomes document, which – once approved – has the potential to serve as a desired Values of Outcomes document for the 2025 Transportation Package on behalf of the jurisdictions that choose to sign on. Please recall our various agencies have done something similar in the past with tolling values and outcomes. The draft document was line-edited and those in attendance at the C-4 Retreat reached consensus that it was ready to be shared with jurisdictions and agencies as a next step.

The Following Action Has Been Requested:

- 1) Please share and discuss this draft with the question: “Do you support this draft, or have input you’d like to share to reach support?”
- 2) Please share your jurisdiction’s/agency’s support or input with Mr. Wilson, Government Affairs Manager for Clackamas County, no later than July 24, 2024.
- 3) If there is significant input, Mr. Wilson will include an updated draft in the packet for the August 1, 2024 C4 meeting. The packet will be published on July 25, 2024 with an updated draft (if there are edits).
- 4) C4 will consider any additional input at their August 1, 2024 meeting. In the event there is unanimous support (or once a new draft is approved on August 1), Mr. Wison will begin collecting logos and share accordingly with all signatory partners.
- 5) Since all jurisdictions have the potential to experience change from the November elections, Mr. Wilson will work with the C4 executive committee to schedule an opportunity early in 2025 to reaffirm support, or adjust support depending on the status of the discussions in Salem.

BACKGROUND:

OPTIONS:

1. Approve Joint Values and Outcomes for 2025 Transportation Funding in Clackamas

County.

2. Approve Joint Values and Outcomes for 2025 Transportation Funding in Clackamas County with Amendments.

3. Deny Joint Values and Outcomes for 2025 Transportation Funding in Clackamas County and provide further direction.

BUDGET IMPACT:

Amount \$0

Fiscal Year(s):

Funding Source(s):

DRAFT Joint Values and Outcomes DRAFT
Ahead of the 2025 State Legislative Transportation Package
Communities of Clackamas County

The jurisdictions named here support a seamless, functional transportation system that prioritizes safety and the reliable movement of people and goods.

We acknowledge that without adequate transportation funding to address maintenance and capital projects in our communities, our collective transportation system will continue to struggle, maintenance projects will become capital projects, and our transportation systems will fail to meet public expectations and uses. As the state legislature considers funding solutions to address state and local needs, the values and outcomes named here will be the foundation of our advocacy.

These values are not an endorsement of any collective or particular funding proposal.

To ensure an equitable, balanced, and seamless system for all, a transportation package should...

- Develop in collaboration with local voices and jurisdictions
- Protect and retain the 50/30/20 revenue formula from the State Highway Fund
- Secure operations and maintenance funding for state and local partners
- Increase safety for all travel modes and reduce diversion

To ensure maximum and efficient utilization of public dollars, a transportation package should...

- Provide local jurisdictions with the resources to implement state requirements
- Build trust through budget transparency, implement cost saving measures, and limit administrative costs
- Maximize our opportunity to leverage federal funds
- Secure varied revenue sources to provide for the needs of different communities

To advance projects of statewide significance, a transportation package should...

- Finish legislatively directed capital projects from HB 2017 and HB 3055
- Formulate a list of secondary projects for future funding, including Sunrise Corridor

To provide accessibility and funding to multimodal facilities and services a transportation package should...

- Address complete connections and systems, including gaps in transit service
- Improve transit operations, including regional coordination and equitable access to transit
- Invest in transit so that it is a convenient, reliable, and safe travel option
- Provide sustainable long-term funding for first and last mile transit solutions
- Consider emerging micro-mobility options

To support housing production and economic opportunity, a transportation package should...

- Accelerate robust, multimodal, and well connected transportation networks in developing areas
- Improve the operations of regional freight routes and arterials



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission

Agenda Date: July 9, 2024

From: Tony Konkol, City Manager

SUBJECT:

McLoughlin Promenade Encroachments License Agreement, Liability Insurance, and Indemnity Clause

STAFF RECOMMENDATION:

Authorize the City Manager to initiate and complete the process of executing license agreements with property owners who are encroaching onto the McLoughlin Promenade. Determine preference on liability insurance requirements and indemnity clause.

EXECUTIVE SUMMARY:

As the Commission is aware, the McLoughlin Promenade, a City controlled portion of land, has a number of encroachments into it. The encroachments range from relatively minor issues to portions of buildings. It is the recommendation of the City's legal team that prior to designating the McLoughlin Promenade a Charter Park, the City execute license agreements with the property owners who are encroaching onto the property.

During the Commission meeting on June 11, 2024, there were questions regarding the City's ability to require homeowners to obtain insurance for the encroachment areas. Staff spoke with both a representative from Farmers Insurance and the insurance specialist from Bateman Seidel and were informed that most homeowners insurance policies would automatically cover the encroachment area but that it would be advisable to add the City as an additional insured and require an increase in liability coverage up to \$1 million (standard liability coverage for a homeowner's policy is \$300,000). For Farmers Insurance, the additional liability coverage of \$1 million would cost the homeowner \$65 per year. However, the Commission could choose not to mandate additional liability coverage and simply require the homeowner to add the City as an additional insured to their existing policy. Additionally, should a property owner have an insurance provider who is unwilling to provide coverage, or the Commission would prefer to forgo the insurance requirement, the City could require a more robust indemnity clause be added to the license agreement.

BACKGROUND:

The City Commission and the City's Parks and Recreation Advisory Committee have expressed on multiple occasions the desire to designate the McLoughlin Promenade as a Charter Park. The City's legal team has recommended that prior to that designation, several encroachments onto the promenade, such as structures, fences, landscaping, means of access and parking, etc., should be addressed through the issuance of a license to each applicable property owner.

During the Commission meeting on June 11, 2024, there were questions regarding the City's ability to require homeowners to obtain insurance for the encroachment areas. Staff spoke with both a representative from Farmers Insurance and the insurance specialist from Bateman Seidel and were informed that most homeowners insurance policies would automatically cover the encroachment area but that it would be advisable to add the City as an additional insured and require an increase in liability coverage up to \$1 million (standard liability coverage for a homeowner's policy is \$300,000). For Farmers Insurance, the additional liability coverage of \$1 million would cost the homeowner \$65 per year.

However, the Commission could choose not to mandate additional liability coverage and simply require the homeowner to add the City as an additional insured to their existing policy. Additionally, should a property owner have an insurance provider who was unwilling to provide coverage, or the Commission would prefer to forgo the insurance requirement, the City could require a more robust indemnity clause be added to the license agreement using language such as the following:

Release & Indemnification:

Homeowner does hereby release and forever discharge the City of Oregon City, and its City Commissioners, officers, agents, volunteers and employees (collectively "indemnitees") from any and all claims, liability, loss and demands of whatever kind or nature, either in law or in equity, arising from or related to the homeowner's activity described in the agreement and or authorized by the City's decision. Without limiting the generality of the foregoing, the homeowner understands and agrees that this release discharges each of the indemnities from any liability or claim that the homeowner may have against any of them with respect to any bodily injury, personal injury, illness, death or property damage that may arise from or relate to the homeowner's activity described in Exhibit A and or otherwise authorized by the City's decision. The homeowner hereby expressly and specifically assumes the risk of injury or harm or damage to person or property with respect to the activity described in Exhibit A or otherwise authorized by the City's decision, whether caused by the negligence of any of the indemnitees or otherwise.

The homeowner agrees to indemnify, defend (with legal counsel acceptable to the indemnitees) and hold the indemnitees harmless from any and all claims, liability, loss, damage, cost or expense, including but not limited to attorney fees and court costs, that the indemnitees may sustain or incur arising from or relating to the homeowner's activity described in Exhibit A and or otherwise authorized by the City's decision. The foregoing indemnity shall include but not be limited to any claims, liability, loss, damage, cost or expense due to any bodily injury, personal injury, illness, death, or property damage arising from or related to the homeowner's activity described in Exhibit A or otherwise authorized by the City's decision. In the event that a suit, action, arbitration, or other proceeding of any nature whatsoever, including without limitation, any proceeding under U.S. Bankruptcy Code is instituted to interpret or enforce any provision of this agreement, or with respect to any dispute relating to this agreement, including without limitation, any action in which a declaration or rights is sought or an action for rescission, the prevailing party shall be entitled to recover from the losing party its reasonable attorneys', paralegals', accountants', and other experts' fees and all other fees, costs, and expenses actually incurred and reasonably necessary in connection therewith, as determined by the judge or arbitrator at a trial or

arbitration, as the case may be, or on any appeal or review, in addition to all other amounts provided by law. This provision shall cover costs and attorneys' fees related to or with respect to proceedings in Federal Bankruptcy Courts, including those related to issues unique to bankruptcy law.

OPTIONS:

1. Authorize the City Manager to initiate and complete the process of executing license agreements with property owners who are encroaching onto the McLoughlin Promenade; require liability insurance at a limit of \$1 million or indemnity clause.
2. Authorize the City Manager to initiate and complete the process of executing license agreements with property owners who are encroaching onto the McLoughlin Promenade; require liability insurance at a limit of \$300,000 or indemnity clause.
3. Authorize the City Manager to initiate and complete the process of executing license agreements with property owners who are encroaching onto the McLoughlin Promenade; require indemnity clause only.
4. Decline to authorize the City Manager to initiate and complete the process of executing license agreements with property owners who are encroaching onto the McLoughlin Promenade and provide alternative direction to staff.

BUDGET IMPACT:

Amount: \$0

Fiscal Year(s):

Funding Source(s):

REVOCABLE ENCROACHMENT LICENSE

THIS REVOCABLE ENCROACHMENT LICENSE ("License") is made as of the Effective Date set forth in Exhibit A hereto by and between the City of Oregon City ("City") and the person or entity identified as "Owner" in Exhibit A ("Owner").

RECITALS

a) Owner owns the property identified in Exhibit A ("Property"). The City owns property commonly known and referred to as the McLoughlin Promenade. Owner currently uses a portion of the McLoughlin Promenade as identified/and or depicted in Exhibit A as the "Encroachment Area" without legal right for the purposes identified/and or depicted in Exhibit A as the "Approved Encroachment Use."

B. The City is agreeable to allow (subject to revocation as set forth herein) Owner to continue the use of the Encroachment Area for the Encroachment Use subject to the terms and conditions set forth in this License.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

AGREEMENT

i) **Term of License.** This License shall commence on the Effective Date and shall continue until revoked in writing by the City. City may revoke this License at any time for any reason upon thirty (30) days' written notice to Owner. Owner acknowledges that this License is a license only and does not grant any direct or implied real property interest in the Encroachment Area.

ii) **Purpose of License.** This License is for the sole purpose of allowing Owner to continue the existence and use of the Encroachment Area for the Approved Encroachment Use until revoked by the City. Owner shall not use McLoughlin Promenade for any other purpose. Owner acknowledges that the City owns all right, title and interest to the Encroachment Area free of any claim by Owner of ownership to or rights of possession or use of the Encroachment Area.

3. **Requirement to Remove Encroachment Property to be Removed.** Without diminishing the effect of Section 2 above, Owner acknowledges that City does not agree to permit the use of the Encroachment Area or other City property as to any property designated as "Encroachment Property to be Removed" in Exhibit A hereto and Owner agrees to remove the Encroachment Property to be Removed not later than the "Encroachment Property Removal Date" set forth in Exhibit A.

4. **Removal Upon Destruction.** If any property that is part of the Approved Encroachment Use is destroyed or materially damaged so that it is no longer reasonably useful without material restoration, Owner shall promptly remove such property after such destruction of material damage.

5. **No Compensation.** Owner shall not owe City any compensation for the grant of this License.

6. **Indemnity and Insurance.** Owner acknowledges responsibility for liability arising out of Owner's use of the Encroachment Area. Owner agrees to defend, indemnify and hold the City and its officers, agents, contractors, and employees harmless from and against any and all claims, costs (including reasonable attorney fees), suits, settlements, demands, or other claims relating in any way to Owner's use of the Encroachment Area except to the extent solely caused by the City's gross negligence

or intentional misconduct. Owner agrees to maintain property and liability insurance insuring the Property and Owner's activities and use of the Property and the Encroachment Area.

7. Miscellaneous Provisions.

a. Entire Agreement. This License contains the entire, final, and complete terms of the License and understanding of Owner and City with respect to the subject matter hereof, and supersedes and replaces any and all written or oral agreements and understandings heretofore made or existing by and between the parties or their representatives with respect thereto.

b. Notices. Any notice or other communication required or permitted under this License shall be in writing and shall be deemed given: (i) three (3) days after deposit when mailed by first class mail from within the United States or (ii) one business day after deposit with a nationally recognized express courier. As to the Owner, notices shall be sent to the address of the Property. As to the City, notice shall be sent to the then current City Hall address.

c. Amendment. This License may not be amended, modified, or changed, nor shall any provision hereof be deemed waived, except only by an instrument in writing signed by the party against whom enforcement of any such waiver, amendment, modification or change is sought.

d. Attorney Fees. In the event a party fails to perform any of its obligations under this License, such nonperforming party shall reimburse the other party for all costs and expenses, including without limitation, reasonable attorney fees, incurred in the enforcement of such obligations. In addition, in the event of any legal action to enforce or interpret this License, or otherwise related to this License, the prevailing party, in addition to all other amounts that the other party may be required to pay, shall be entitled to recover such additional sum for the prevailing party's reasonable attorney fees and costs, as the applicable court determines to be reasonable in the action, including any proceeding at trial, on appeal, or on petition for review, and in any bankruptcy proceeding.

e. No Third-Party Beneficiaries. Nothing in this License, express or implied, is intended to confer on any person, other than the express parties to this License any right or remedy of any nature whatsoever.

f. Counterparts. This License may be executed in any number of counterparts, each of which shall be deemed to be an original instrument and all of which together shall constitute a single agreement.

g. No Waiver. No waiver of any provision hereof by the City shall be effective unless made in writing and signed by the City. The failure of the City to require the performance of any term or obligation of this Agreement, or the waiver by the City of any breach of this Agreement, shall not prevent any subsequent enforcement of such term or obligation by the City or be deemed a waiver by the City of any subsequent breach.

ENTERED INTO by Owner and City as of the Effective Date.

OWNER: _____ _____	CITY: By: _____ Anthony J. Konkol III, City Manager
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EXHIBIT A

Effective Date: _____, 202[_]:

Property Owner:

Property Address:

Property Tax Identification Number:

Description / Depiction of Encroachment Area:

Description / Depiction of Approved Encroachment Use:

Encroachment Property to be Removed:

Required Date of Removal of Encroachment



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission **Agenda Date:** July 9, 2024
From: Hannah Schmidt, Community Engagement Specialist

SUBJECT:

Mayoral Appointments to the Citizen Involvement Committee (CIC) for Gaffney Lane

STAFF RECOMMENDATION:

N/A

EXECUTIVE SUMMARY:

N/A

BACKGROUND:

The Gaffney Lane Neighborhood Association has recently reactivated and has recommended the Mayor appoint the following members to the CIC:

- Shelly Alway
- Betty Mumm

OPTIONS:

1. Approve Mayoral Appointments to the Citizen Involvement Committee (CIC) for Gaffney Lane.
2. Approve Mayoral Appointments to the Citizen Involvement Committee (CIC) for Gaffney Lane with Amendments.
3. Deny Mayoral Appointments to the Citizen Involvement Committee (CIC) for Gaffney Lane and provide further direction.

BUDGET IMPACT:

Amount \$0.00

Fiscal Year(s):

Funding Source(s):



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: City Commission **Agenda Date:** July 9, 2024
From: Patrick Foiles, Human Resources Director

SUBJECT:

Mayoral Appointment of Diversity, Equity, and Inclusion Community Task Force Members

STAFF RECOMMENDATION:

Mayoral appointment of the 2024 DEI Community Task Force

EXECUTIVE SUMMARY:

The City of Oregon City is continuing with a series of initiatives and projects to support Commission Goal 1: Promote diversity, equity, and inclusion for a safe, inclusive community and organization. One of the strategies outlined in the goal is to reestablish the community DEI Task Force to be an ongoing voice of the community and an advisor to the City on issues related to inclusion and equity.

This item provides the opportunity for the Mayor to appoint the proposed thirteen (13) members to the Community DEI Task Force.

BACKGROUND:

The City of Oregon City is continuing with a series of initiatives and projects to support Goal 1: Promote diversity, equity, and inclusion for a safe, inclusive community and organization. One of the strategies outlined in the goal is to create a community task force to guide external DEI work.

As part of the project, Triangle Advising has been working to reestablish the Community DEI Task Force made up of a diverse group of Oregon City residents who will:

- Be an ongoing voice of the community and an advisor to the City on matters related to diversity, equity, and inclusion.
- Participate in a focus group to provide insight regarding the state of equity across the city.
- Provide a safe space for participants and community members to provide input and share their experiences.
- Collaborate on key decisions regarding future implementation of the City's DEI Framework and action plan.
- Provide recommendations to Triangle Advising and the City of Oregon City regarding potential future initiatives.

Throughout the months of May and June, Triangle Advising worked with the City's communication and Human Resources team to broadly publicize this initiative and seek participants through a nomination process. Triangle Advising asked City Commissioners, officials, community partners, and staff to nominate community members who may add value to the task force and conversation. Invitation to participate on the task force was shared over the city's social media platforms, by press release, during the City's Juneteenth event, on the city website, and directly to several community groups (networks) including the Oregon City School District.

Triangle Advising will schedule a series of meetings with this group beginning in July through June 2025.

Triangle Advising and staff would like to present the following individuals for inclusion on the 2024 Oregon City Community DEI Task Force:

Name	Type
Gavin Blackwell	Returning
Heidi Blackwell	Returning
Julie Hernandez	Returning
Jerry Herrmann	Returning
Dakota Hufford	Returning
Karla Laws	Returning
Brandi Pelham	Returning
Linda Smith	Returning
Darcy Southwell	Returning
Julie Newsome	New – Nominated
Richard Guerrero	New – Nominated
Ariel Owens	New – Nominated
Jackson Celestin	New – Applied

OPTIONS:

1. Appoint proposed DEI Community Task Force members
2. Choose not to appoint DEI Community Task Force members

BUDGET IMPACT:

Amount \$N/A

Fiscal Year(s):

Funding Source(s):

