CITY OF OREGON CITY
CITY COMMISSION REGULAR MEETING AGENDA

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, June 18, 2025 at 7:00 PM

Ways to participate in this public meeting:

- *Attend in person, location listed above. Please see the public comment guidelines below.*
- *Attend the livestream of the meeting on the City's YouTube Channel: https://www.youtube.com/user/CityofOregonCity*
- *Register to provide electronic testimony (email recorderteam@orcity.org or call 503-496-1509 by 3:00 PM on the day of the meeting to register)*
- *Email recorderteam@orcity.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*

EXECUTIVE SESSION

The Executive Session will begin at 6:00 PM pursuant to ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

REGULAR MEETING OF THE CITY COMMISSION

1. CONVENE MEETING AND ROLL CALL

2. FLAG SALUTE

3. CEREMONIES AND PROCLAMATIONS

4. PUBLIC COMMENTS

Please see the public comment guidelines below.

5. PRESENTATIONS

a. Inflow & Infiltration Program Fiscal Year 2024-2025 Annual Report

6. ADOPTION OF THE AGENDA

7. CONSENT AGENDA

a. Request the Transfer of One Vacant Parcel on Dallas Street from Clackamas County

b. Change Order No. 2 for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006)

c. Resolution No. 25-16, Temporarily Exempting Construction Activities from the Prohibition Against Unlawful Noises for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) and Declaring an Emergency

d. Miscellaneous Contracts and Agreement with the Oregon Department of Transportation for Washington Street: Metro South - Abernethy Road Project

e. Change Order No. 2 for the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4 (CI 23-009)

f. Amendment No. 3 to the Personal Services Agreement with Wallis Engineering for Inflow and Infiltration Program Management (CI 21-015)

g. Personal Service Agreement with Eagle Mailing Services for Neighborhood Association Postcard Services

h. Contract Amendment No. 1 for Defense Attorney Leanna Erickson

i. Contract Amendment No. 1 for Defense Attorney Autumn Gillispie

j. Contract Amendment No. 3 for Defense Attorney Lance Quaranto

k. Minutes of the September 04, 2024 City Commission Regular Meeting

l. Minutes of the September 18, 2024 City Commission Regular Meeting

m. Minutes of the October 02, 2024 City Commission Meeting

8. PUBLIC HEARINGS

a. Public Hearing to adopt a Resolution Modifying System Development Charges for Parks and Recreation Facilities

b. Second Reading of Ordinance No. 25-1005, A Legislative Update to the Parks Master Plan, an Ancillary Document to the OC2040 Comprehensive Plan (GLUA 25-02; LEG-25-01)

c. Second Reading of Ordinance 25-1006, Adopting LEG-25-02 Climate Friendly and Equitable Communities Code Amendments

9. GENERAL BUSINESS

a. City-Sponsored Public Event Program

b. Ordinance 25-1009, an ordinance of the City of Oregon City revising the City Code by adding Municipal Code Chapter 8.23 – Outdoor Burning and declaring an emergency

10. COMMUNICATIONS

City Manager

Commissioners

Mayor

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 WFMC at 503-650-0275 for a programming schedule.

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Dayna Webb, Public Works Director Kenny Shultz, Project Engineer		

SUBJECT:
Item 5.a. - Inflow & Infiltration Program Fiscal Year 2024-2025 Annual Report

STAFF RECOMMENDATION:
Commission listens to the presentation provided by staff, for informational purposes only.

EXECUTIVE SUMMARY:
The Inflow and Infiltration (I&I) Program Annual Report details the program's accomplishments during Fiscal Year 2024-2025 and plans for the upcoming Fiscal Year 2025-2026. This report supplements the Fiscal Year 2025-2026 Amendment to the Personal Services Agreement for Program Management Services with Wallis Engineering.

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, via a program management contract, which has progressed this program from concept to execution.

The I&I Program performs three primary tasks: 1) System Investigation and Condition Assessment; 2) Project Delineation, Design, and Construction; and 3) Flow Monitoring and Evaluation.

Fiscal Year (FY) 2024-2025 was defined by an intensified focus on designing and constructing projects while maintaining consistent performance of all other program tasks. The program also developed a detailed Capital Improvement Plan covering planned I&I Program activities through 2030. The partnership between City staff and the Wallis Engineering program management staff effectively led the I&I Program through a busy year.

Investigative actions are always ongoing within the I&I program area, with CCTV investigations occurring intermittently all year and smoke testing completed during the summer. A second year of smoke testing covering over 150,000 linear feet of sewer mains was completed in August and September 2024, with another round of testing planned for August 2025. Following completion of the 2025 smoke testing, future rounds will be spaced

~2-4 years apart.

Two major projects (Rivercrest Phase 4 and Molalla Avenue I&I) were completed this year, with a combined construction contract value of $7.9 million. Each provided a unique challenge – Molalla Avenue I&I required extensive planning to minimize impacts to those traveling along Molalla Avenue during construction and coordinate effectively with the planned water transmission main installation, while Rivercrest Phase 4 involved coordinating with over 240 individual property owners to inspect and rehabilitate their private laterals.

Two more projects (Linn Basin 2 and McLoughlin Basin 1) will begin construction in the upcoming year, estimated to cost approximately $7 million. Several more projects will be in design or formally scoped during this fiscal year, though the pace of construction will slow considerably after FY 2025-2026.

Flow monitoring occurred in 2025 from January to May, results are currently being reviewed for quality and incorporated into updated modeling. Monitoring data from 2023 and 2024 have been analyzed, substantiating initial findings that Linn Basin Project 1 was highly successful at reducing I&I while the first three phases of the Rivercrest Pilot Program (which focused on only mainlines) were not as successful. These findings validate the program's decision to shift to a wholistic rehabilitation approach that seals all portions of the collection system from the mainline to private sewer laterals.

The Personal Services Agreement with Wallis Engineering, which we are requesting the Commission renew for another year during this same meeting, has proven invaluable in assisting City staff oversee and deliver this successful program. As noted previously, FY 2025-2026 is expected to be almost as busy as FY 2024-2025. Continuing the close partnership between Wallis Engineering and City staff through the coming FY will prove key to the I&I Program having another successful year.

OPTIONS:

N/A

BUDGET IMPACT:

Amount	N/A
Fiscal Year(s):	N/A
Funding Source(s):	N/A

INFLOW & INFILTRATION PROGRAM MANAGEMENT ANNUAL REPORT FY 2024-2025

June 2025 | WE #OC23-II

Prepared by:

wallis engineering

Acknowledgements

The FY 24-25 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 Environment Services

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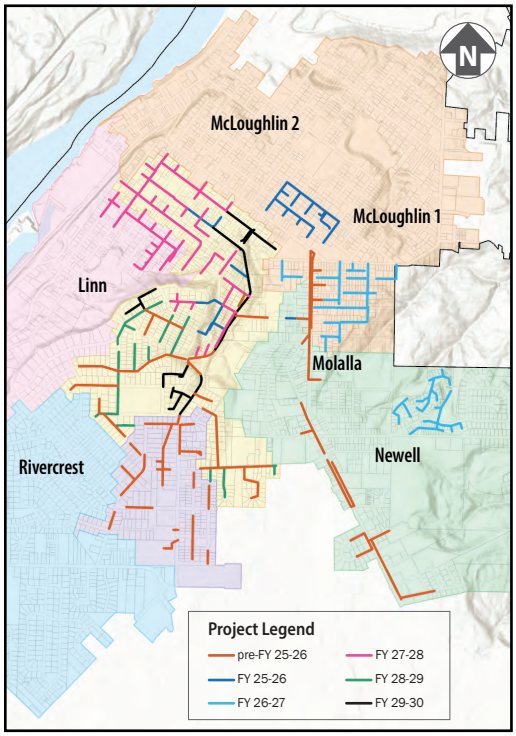
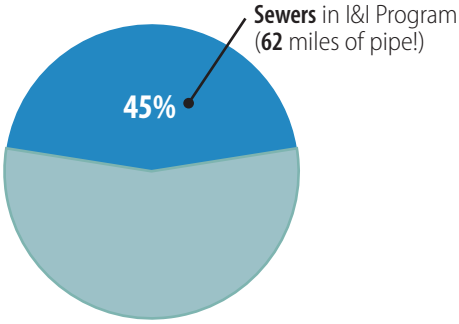
I&I REHABILITATION PROGRAM STATUS



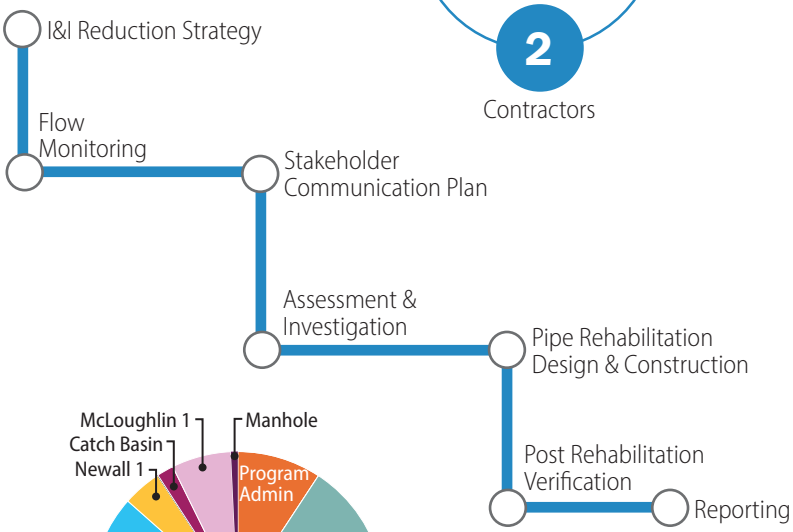
Sewer Basins in I&I Program

This is the third 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 Environment Services).



Oregon City Sanitary Sewer System

I&I Program Steps



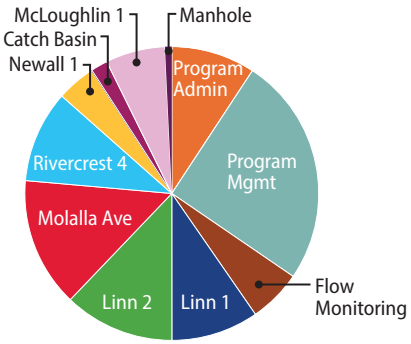
Rehabilitation Highlights
(through June 2025)

60% Program Pipes Investigated

13% Sewer Mainline Rehabilitated

51% Laterals Rehabilitated/Laterals Inspected

100 Manholes Rehabilitated



FY 24-25 Budget Breakdown

Types of Pipe Rehabilitation Used

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

Public Outreach

- 7 City Commission Meetings
- 92 website updates
- 391 Right-of-Entry Forms Approved
- 3 Presentations to Professional Orgs.
- 1 Project Award (League of Oregon Cities)

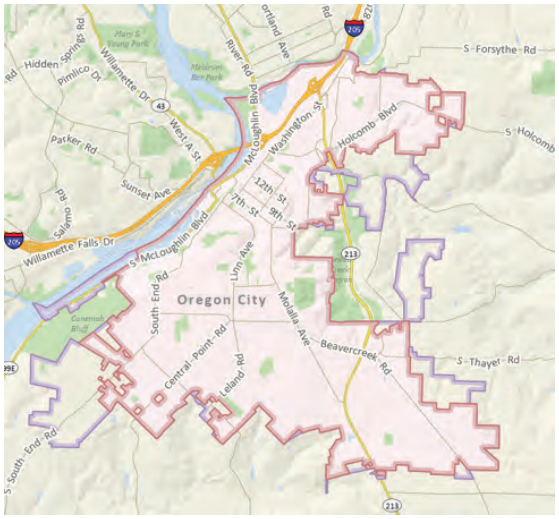
SECTION 1 Introduction

1.1 Purpose and Background

The Oregon City I&I Rehabilitation Program continues to investigate, design, and construct projects that will reduce Inflow and Infiltration (I & I) into the Oregon City sewer system and into the Water Environment Services (WES) Tri-City Wastewater Treatment Plant.

During its third full year, the program has moved three design packages into construction and has two more packages in final design, with bidding anticipated before the close of the fiscal year. These packages include rehabilitation of nearly 15,000 linear feet of sanitary sewer main, 475 sanitary sewer laterals, and more than 120 sanitary sewer manholes.

In addition to package delivery, the program conducts ongoing investigation, condition assessment and basin monitoring. Extensive CCTV and smoke testing efforts were conducted in FY 24-25, and flow monitoring in each of the City's identified I&I basins indicates program success.



The program continues to rely on the collaborative efforts of a variety of different engineering firms, specialty consulting firms, construction firms, and City engineering and operations divisions. FY25-26 will continue this trend, with three packages scheduled for construction, five scheduled for various stages of design, and as many as four additional packages scheduled for scoping based on ongoing investigation efforts.

1.2 Roles and Responsibilities

This I&I Reduction Program includes the effort of multiple organizations and individuals, in addition to the Wallis Engineering team. This organization chart summarizes the roles and responsibilities for those involved with the I&I Reduction Program in FY 24-25. Table 1.1 on page 4 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 B Key Personnel".

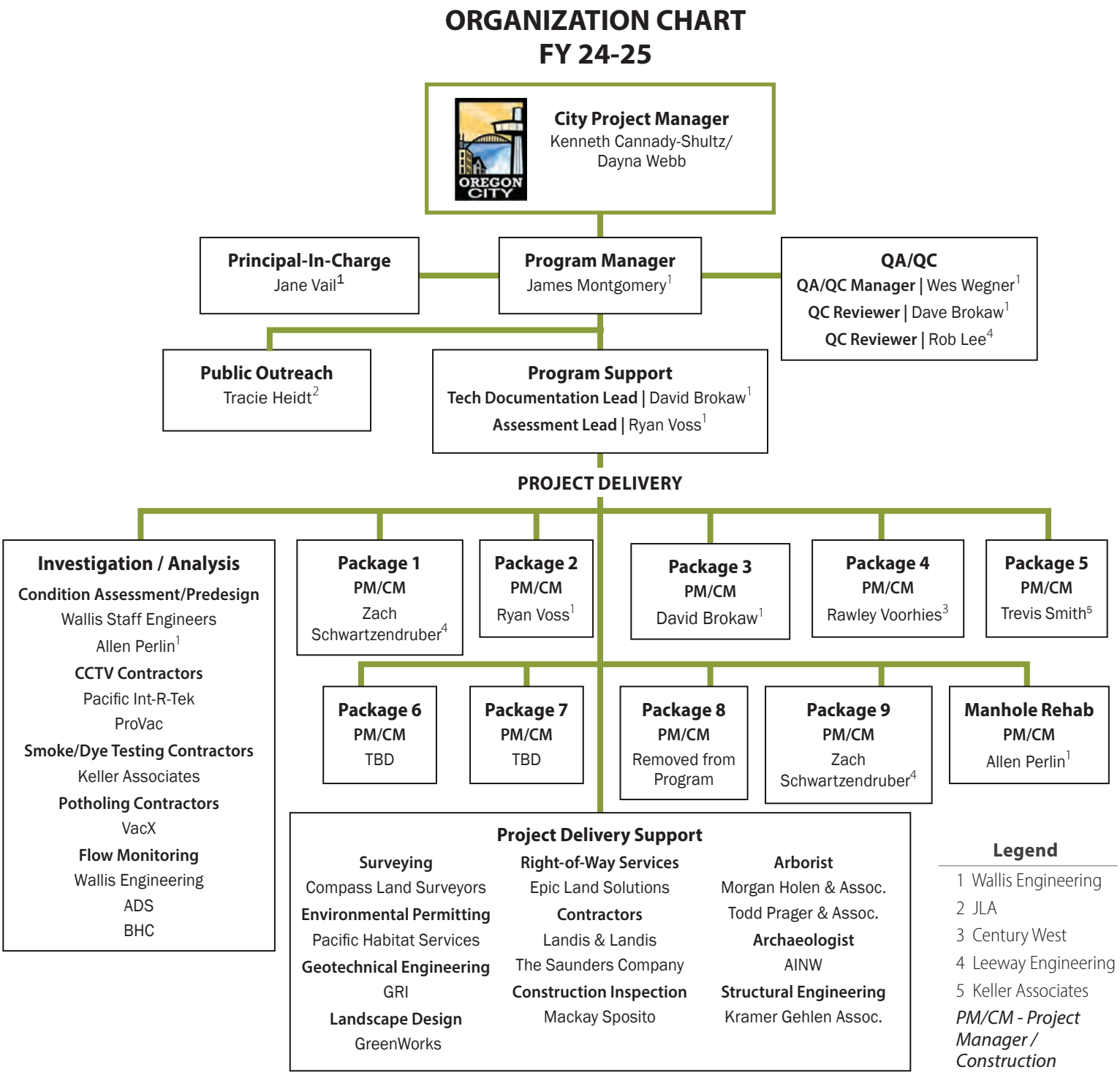


Figure 1.1—Organization Chart

Table 1.1—Roles and Responsibilities

Firm	Task	I&I Reduction Program Effort
Wallis Engineering, PLLC	Program Management	Program wide
	Package Design	Linn 2, Molalla Ave, Manhole Rehabilitation
	Construction Management	Linn 2, Molalla Ave, Manhole Rehabilitation
	Flow Monitoring	Program wide
Leeway Engineering Solutions	Package Design	McLoughlin 1
	Construction Management	McLoughlin 1
Keller Associates	Package Design	Newell Basin 1
	Smoke Testing	Program wide
Century West	Construction Management	Rivercrest Phase 4
Mackay Sposito	Inspection	Program wide
Compass	Surveying, monumentation	Program wide
GRI	Geotechnical engineering	Program wide
Kramer Gehlin and Associates, Inc	Structural engineering	Program wide
Morgen Holen & Assoc.	Arborist	Program wide
Todd Prager & Assoc.	Arborist	Program wide
VacX	Potholing	Program wide
Pacific Int-R-Tek	CCTV	Program wide
ProVac	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
BHC Consultants	Flow Monitoring Analysis	Flow monitoring and modeling
AINW	Archaeological Services	Program wide
Landis & Landis	Contractor	Molalla Ave
The Saunders Company	Contractor	Rivercrest Phase 4

SECTION 2 I&I Reduction Program Administration and Management—FY 24-25

2.1 Program Administration

Wallis Engineering continues to manage the Oregon City I&I Reduction Program, which advanced investigation, design, and construction efforts in FY 24-25.

Administrative work focused on budget management, program standards, operations, and contract administration—including financial tracking, record-keeping, public engagement, documentation standardization, and reporting progress to city officials. As the program expanded from investigation to implementation, administrative efforts increased, and a similar level of work is expected to continue in FY 25-26.

2.2 Program Management

I&I Reduction Program Activities in FY 24-25 included:

PROGRAM OVERSIGHT:

- The program manager played a key role in managing the I&I Reduction Program, organizing and overseeing work teams assigned to specific tasks. Acted as the primary liaison between the work teams and City leadership to ensure clear communication and effective execution of the program's goals.
- Program team has worked with Oregon City to develop and refine a 10 year plan for I&I rehabilitation package areas and associated projected costs.

Sewer mainline spot repair

PUBLIC OUTREACH:

- Developed and implemented a robust communication plan to engage the community about program activities, including CCTV inspections, smoke testing, dye testing, and construction projects.
- Collaborated with JLA to streamline public notifications and outreach efforts, ensuring residents stayed informed and engaged.
- Focused on securing Rights of Entry (ROEs) from private property owners to allow lateral repairs and investigations. Efforts included contractor-led outreach during construction, which raised ROE response ratings from 80% to 95% on Linn 1 construction.
- Incorporated lessons learned into program boilerplate specifications to improve future public outreach and communication strategies.

CONDITION ASSESSMENT & DESIGN CRITERIA:

- Condition assessments targeted high-priority sewer system areas with apparent defects or faulty connections to maximize I&I reduction efforts.
- Utilized CCTV pipeline inspections, smoke testing results, and dye testing results to evaluate approximately 18,000 lineal feet of mainline sewers and scope project designs.
- Smoke testing in the summer of 2024 spanned 152,370 lineal feet of mainlines, identifying 34 sources of inflow across various sewer basins (e.g. Warner Parrot, South End, and Rivercrest Basins), with most sources coming from degraded manholes.
- Created data-driven, holistic project packages to ensure prioritized areas received complete rehabilitation before moving to the next zone, while coordinating efforts with City programs like PMUF and WIFIA to avoid duplicative work.

PROJECT PACKAGE DELIVERY:

- Designed project packages by addressing critical factors like geohazard planning, cultural resource investigations, and easement/Right of Way (ROW) acquisitions.
- Conducted extensive research and planning for areas within geologic hazard zones, often requiring Type II permits for package approvals.
- Coordinated with property owners for easement acquisitions when adding infrastructure to private properties, ensuring legal compliance and preventing disputes.
- Managed timelines to account for additional complexities, such as historic property preservations, as seen with examples like the Rose Farm property.

CIPP lining of mainline sewer pipe

PRIVATE LATERAL POLICY & BOILERPLATE SPECIFICATIONS:

- Updated the Private Lateral Policy and boilerplate specifications based on lessons learned from recent projects (e.g. Linn 1 and Rivercrest packages).
- Incorporated feedback from contractors and City staff during construction, using these opportunities to continuously refine policy and specification documents.

CROSS-CONNECTION IDENTIFICATION:

- Continued efforts to identify and address cross connections between stormwater and sewer systems, reducing inflow from sources such as private downspouts.
- Ensured identified cross connections were incorporated into project designs for corrective action during construction.

ADDITIONAL WORK:

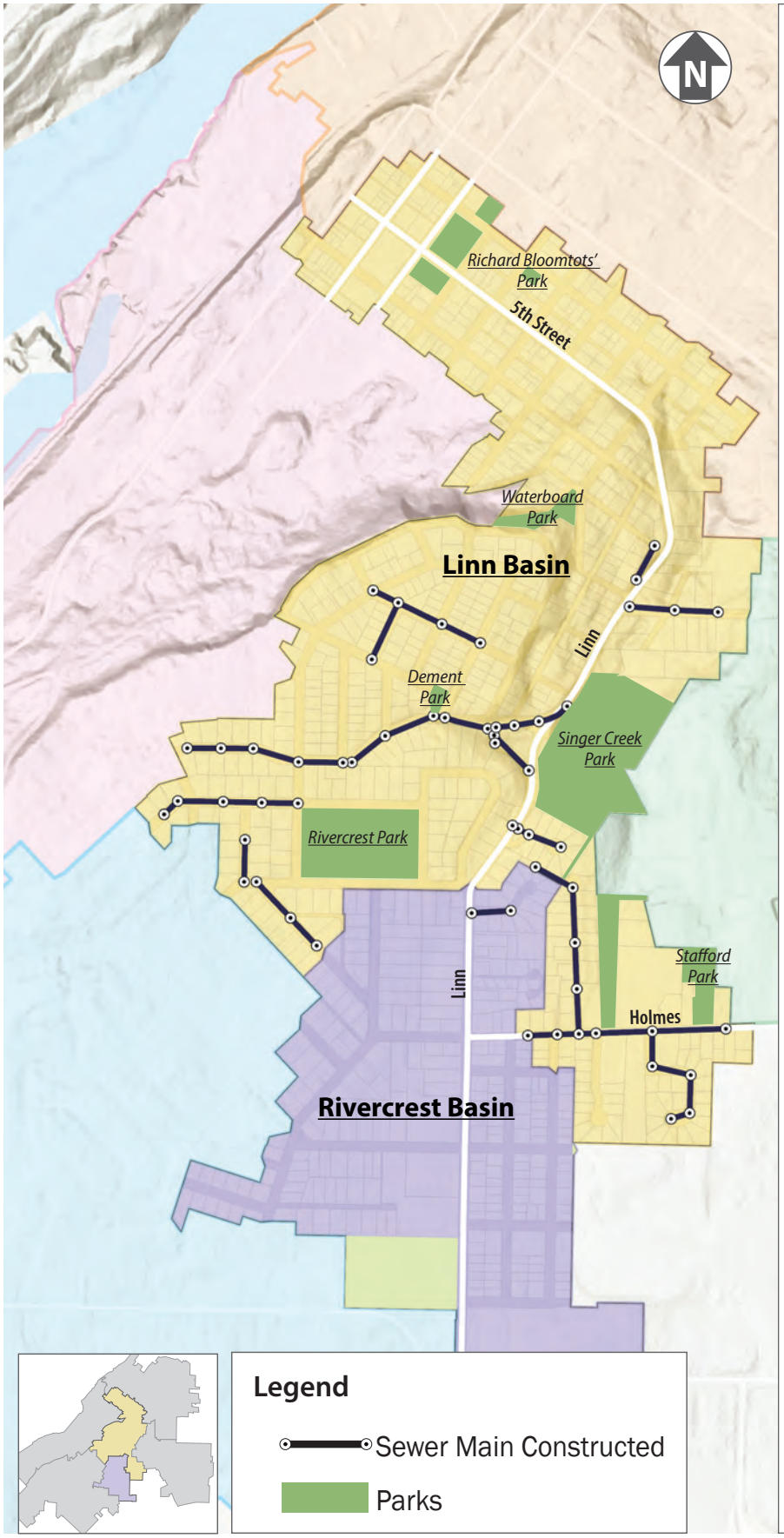
- Addressed discrepancies between public works standards and building code requirements through coordination workshops, improving understanding and alignment on lateral rehabilitation and replacement standards.
- Managed unexpected challenges during project design, such as easement negotiations and infrastructure additions, which required creative problem-solving (e.g., the Terrace Avenue and East Street sewer line addition in the Linn 2 package).
- Worked with City project manager to develop and present I&I accomplishments and learnings at professional organization conferences.
- Provided material and application submission outlining the successes of the I&I Program to League of Oregon Cities. Oregon City won the 2025 Large City Award of the Year for the I&I Rehabilitation Program.
- Utilized program capabilities to address immediate maintenance and operations priorities for Oregon City Public Works. This work included emergency repairs to sewer sections in non-project areas, realigning project areas to include a larger area when field conditions indicated a larger area of concern, and moving work from one design package to another to address other Public Works project needs.

SECTION 3 Package Information

Several project packages have been part of the I&I Reduction Program this fiscal year. The following pages describe the Oregon City I&I Rehabilitation Packages. Eight packages are in progress, from design to construction stage.

Oregon City I&I Rehabilitation Packages

1.	Linn Basin SS I&I Rehabilitation 1	CI 23-001 — Construction complete
2.	Linn Basin SS I&I Rehabilitation 2	CI 23-002 — Bidding
3.	Molalla Ave. SS I&I Rehabilitation	CI 23-013 — Construction complete
4.	Rivercrest SS I&I Rehabilitation 4	CI 23-009 — Construction
5.	Newell Basin SS I&I Rehabilitation 1	CI 23-012 — Preliminary Design
6.	Linn Basin SS I&I Rehabilitation 3	CI 23-003 — Scoping
7.	McLoughlin SS I&I Rehabilitation 2	No CI Number — Scoping
8.	Center St/Catch Basin Disconnect	CI 23-005 — Removed from program
9.	McLoughlin SS I&I Rehabilitation 1	CI 24-005 — Bidding
10.	Manhole Rehabilitation	CI 24-012 — Construction
11.	Linn Basin SS I&I Rehabilitation 4	No CI Number — Scoping



LINN BASIN: PACKAGE 1

Year completed:

2024

Highlights:

Constructed using a variety of techniques including pipe bursting, CIPP and open cut, the project functioned as a litmus test for the hybrid private/public sewer work that has become symbolic of the I&I program.

Designers:

- Leeway Engineering Solutions
- Century West Engineering

Inspector:

- Mackay Sposito

Prime Contractor:

- Landis & Landis

Subcontractors:

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

Linear Feet of Sewer Main:

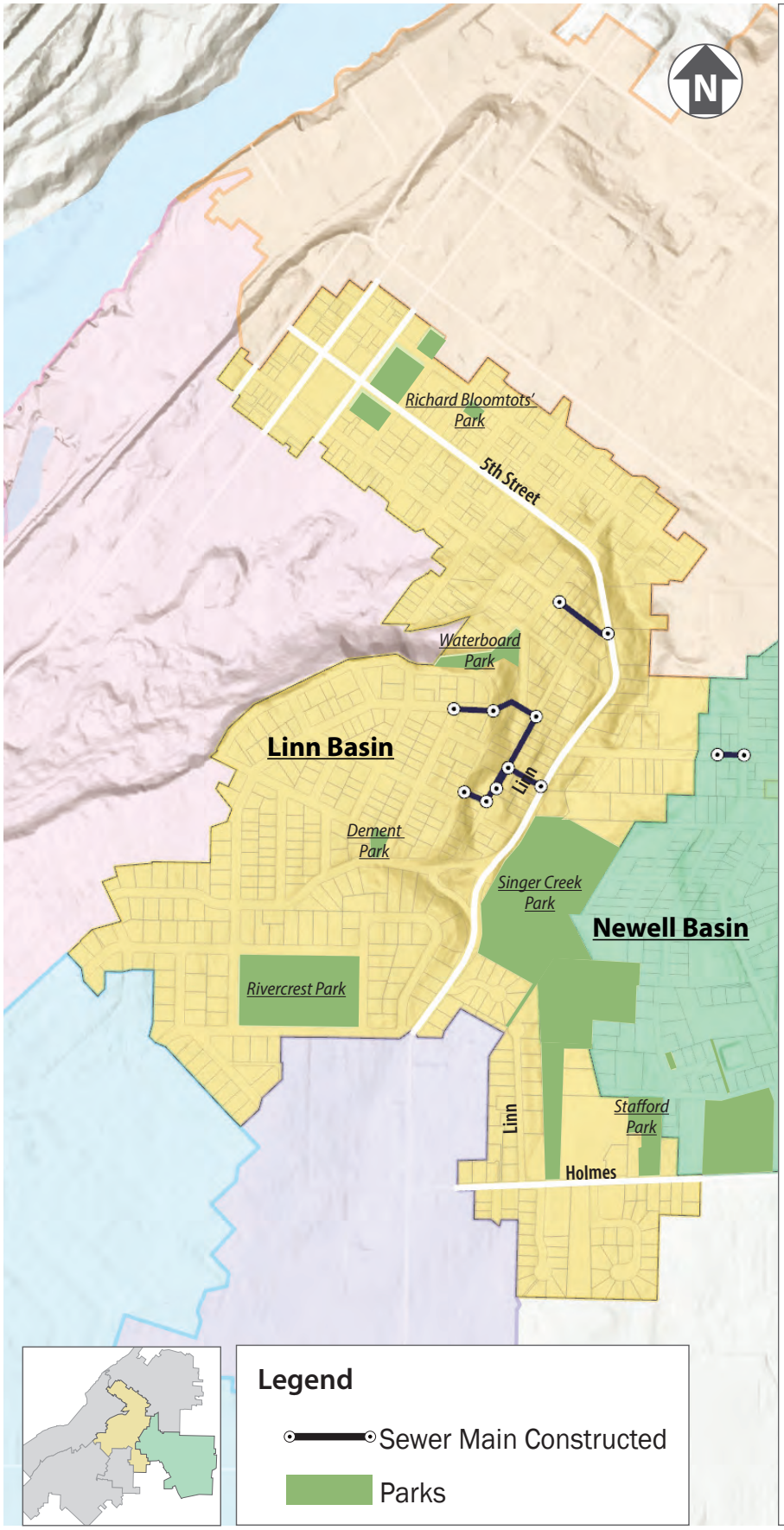
9,700

Number of Sewer Laterals:

172

Budget:

- Design $377,997
- Construction: $3,431,604



LINN BASIN: PACKAGE 2

Projected completion:

Fall 2026

Highlights:

Projected to be built over the next two dry seasons, the package includes construction within technical overlays, including steep slopes in the geohazard zone and the natural resource overlay district. Sewer mainline pipes in roadways will be constructed using pipe bursting or open-cut techniques, while two mainline pipes conveying flows down steep, vegetated slopes will be constructed using above-ground, steel-encased HDPE pipe mounted on concrete footings.

Designers:

- Wallis Engineering
- Kramer Gehlen & Associates, Inc. (Structural)
- Geotechnical Resources, Inc. (Geotechnical)

Linear Feet of Sewer Main:

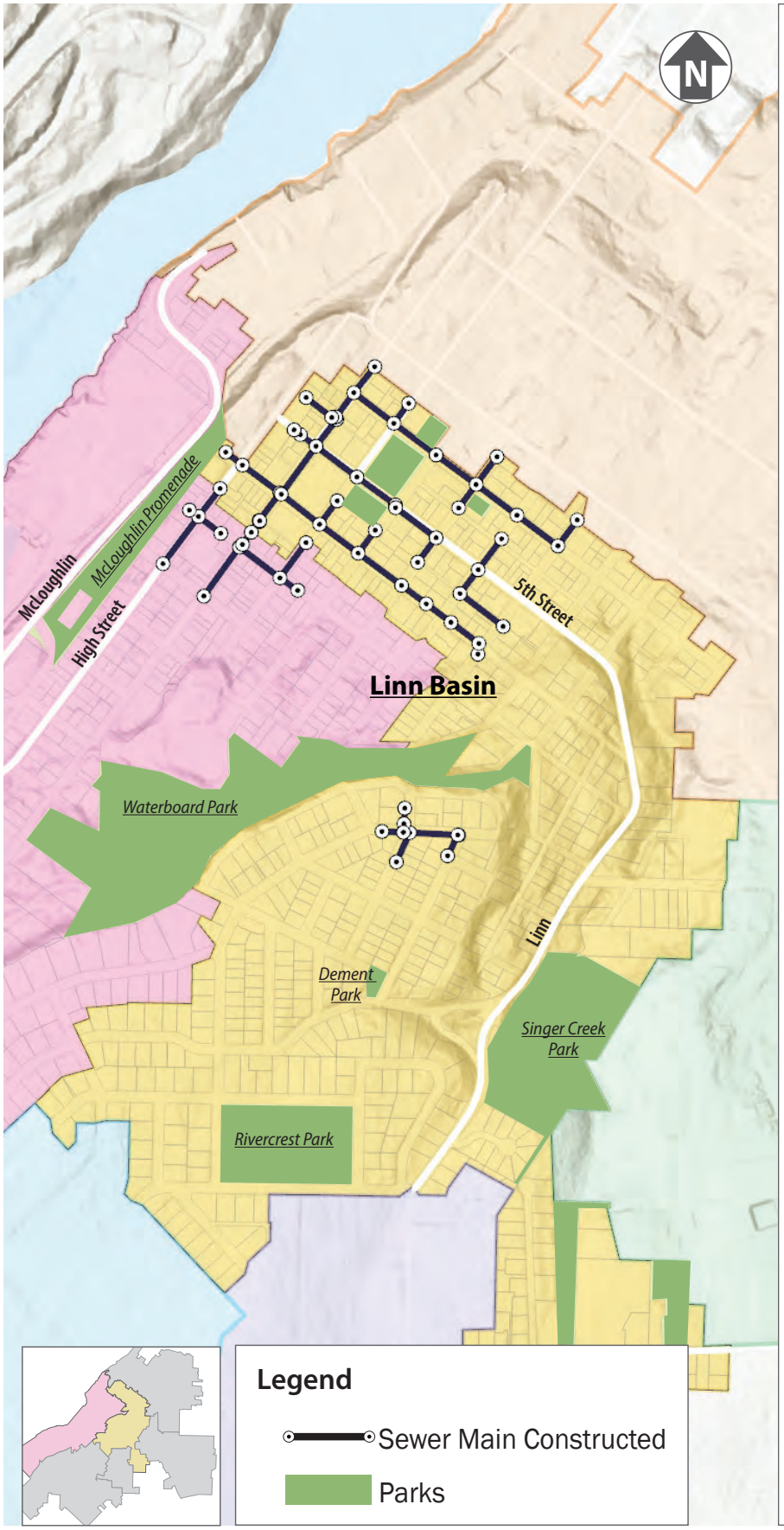
4,100

Number of Sewer Laterals:

47

Budget:

- Design: $356,316
- Construction: $3,488,126 (est.)



LINN BASIN: PACKAGE 3

Projected completion:

2027

Highlights:

This package will prioritize areas of Linn and Central Basins that have anticipated paving scheduled for 2029. The Linn Package #3 will not include work in vegetated corridors, landslide areas and natural resource boundaries.

Designers:

- TBD

Linear Feet of Sewer Main:

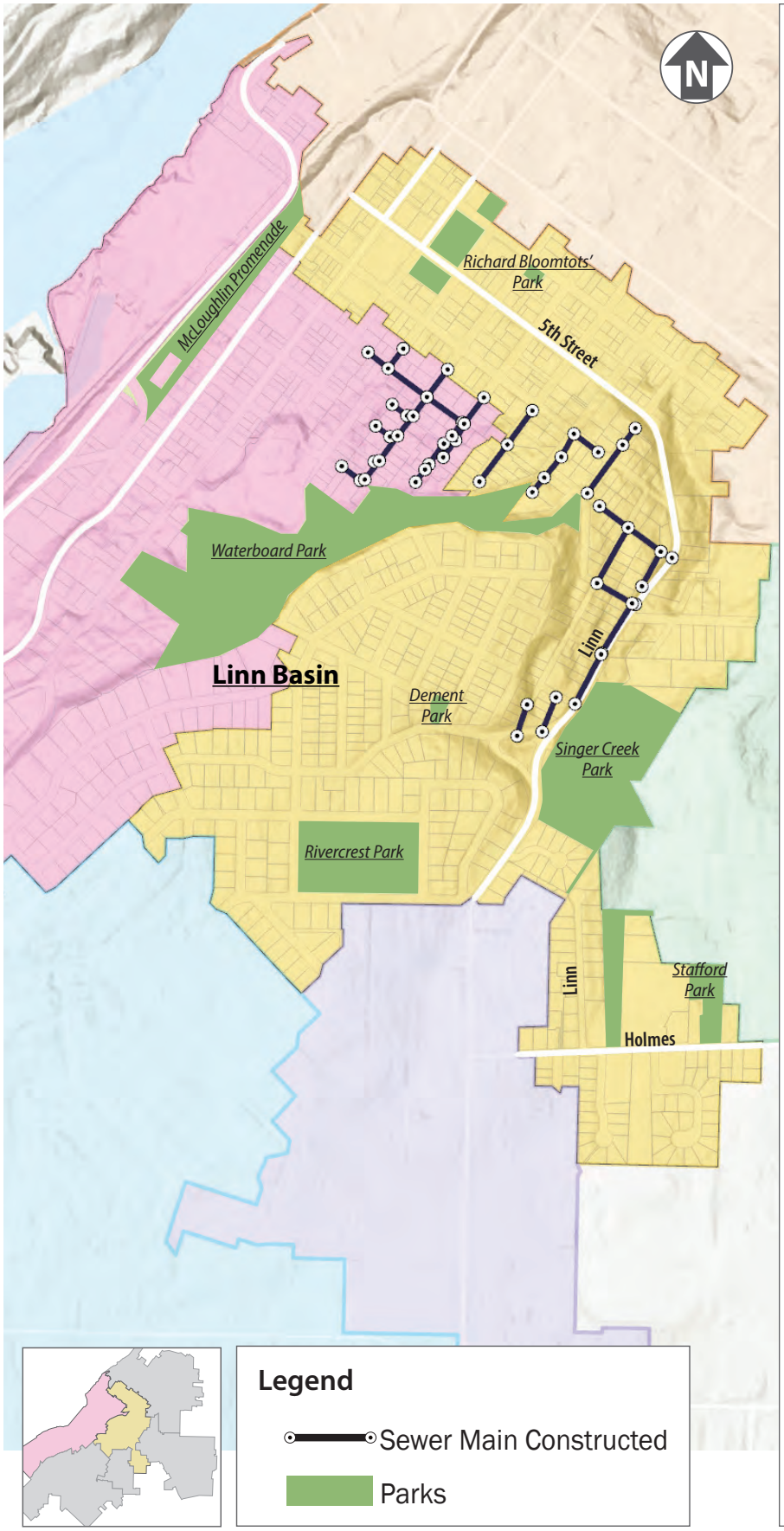
7,900

Number of Sewer Laterals:

157

Budget:

- Design: $500,000 (est.)
- Construction: $3,000,000 (est.)



LINN BASIN: PACKAGE 4

Projected completion:

2027

Highlights:

Similar to Linn Package #2, this package will prioritize mainline and lateral sewer pipes within technical overlays including vegetated corridors, landslide areas and natural resource boundaries. Additionally, this package will prioritize areas of Linn and Central Basins that have anticipated paving scheduled for 2029. Design is scheduled to last two years to accommodate the additional complexities.

Designers:

- Wallis Engineering

Linear Feet of Sewer Main:

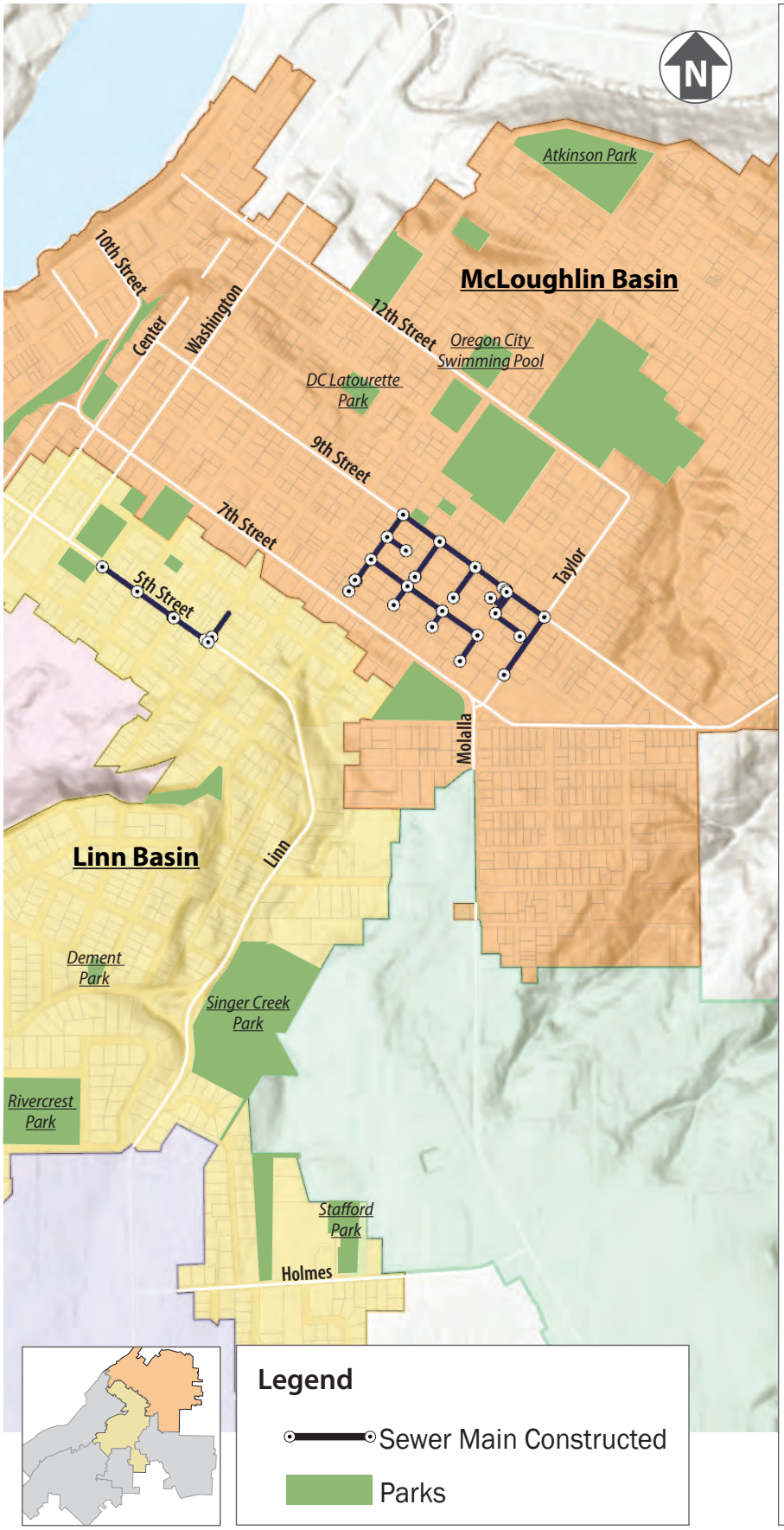
6,400

Number of Sewer Laterals:

88

Budget:

- Design: $400,000 (est.)
- Construction: $4,000,000 (est.)



MCLOUGHLIN BASIN: PACKAGE 9

Currently in construction:

2025

Highlights:

The package seeks to rehabilitate a small portion of the McLoughlin Basin ahead of paving projects scheduled in the area. The package includes a small portion of mainline pipe in the Linn basin as well. The project area presents some difficulties including "party" laterals and undersized storm pipes that are cross-connected with the sanitary sewer system.

Designers:

- Leeway Engineering Solutions

Linear Feet of Sewer Main:

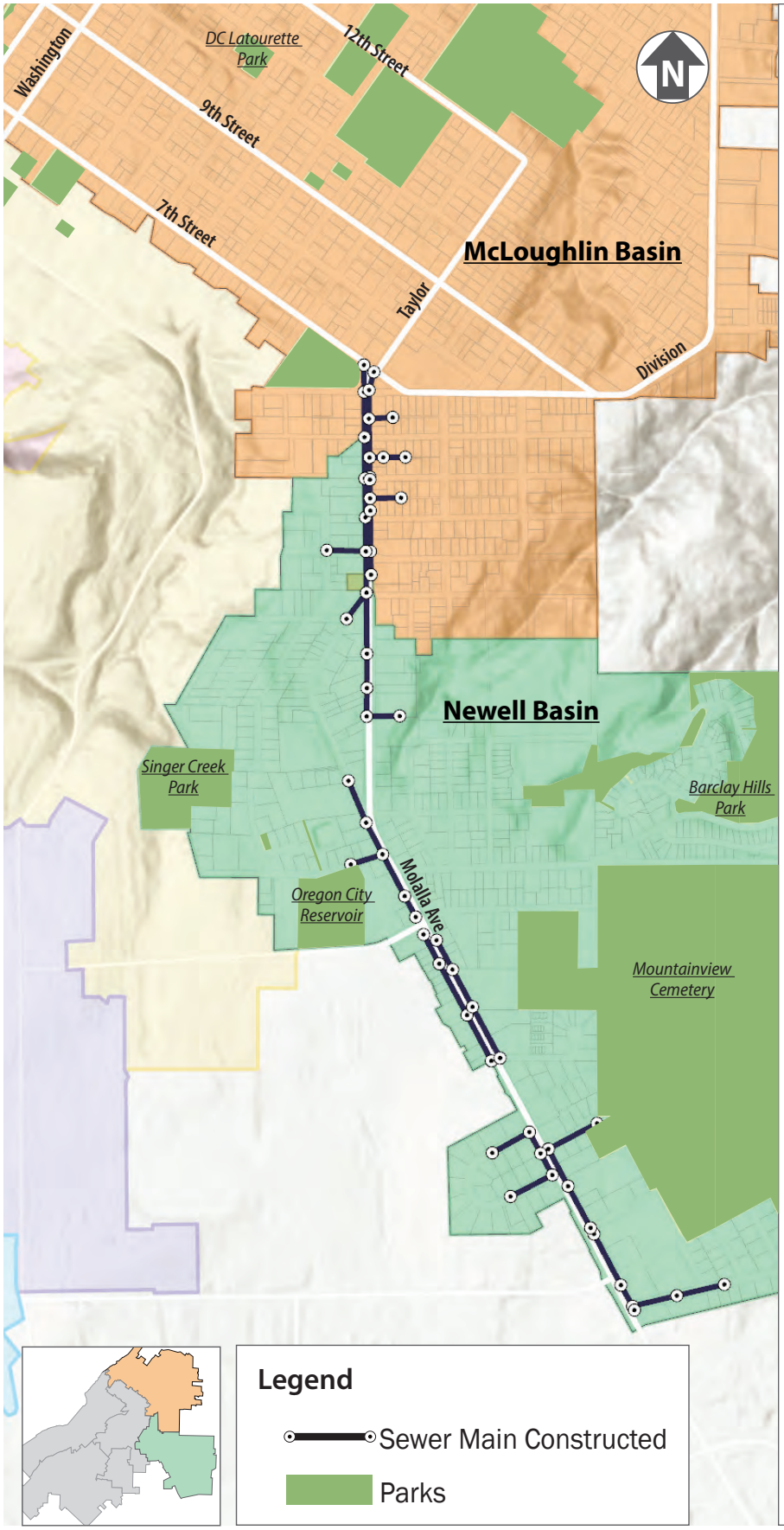
4,400

Number of Sewer Laterals:

58

Budget:

- Design: $429,958
- Construction: $4,000,000 (est.)



MOLALLA AVENUE: PACKAGE 3

Completed:

2025

Highlights:

Molalla Ave. is a major commercial thoroughfare and former state highway. A Water Infrastructure Finance and Innovation Act (WIFIA) project is currently underway through the project corridor, and repaving will be included as a part of that project. To avoid pavement moratoriums, sewer rehabilitation along Molalla Ave. was prioritized. The project included a variety of challenges for the program, including integrating commercial lateral replacement into the program and incorporating emergency realignments due to existing utility conflicts. The project was constructed primarily via CIPP construction methods.

Designers:

- Wallis Engineering

Inspector:

- Mackay Sposito

Prime Contractor:

- Landis & Landis

Subcontractors:

- Oxbow for CIPP lining
- C&C Flagging
- Van Lom Concrete
- S2 Contractors
- New Systems Plumbing

Linear Feet of Sewer Main:

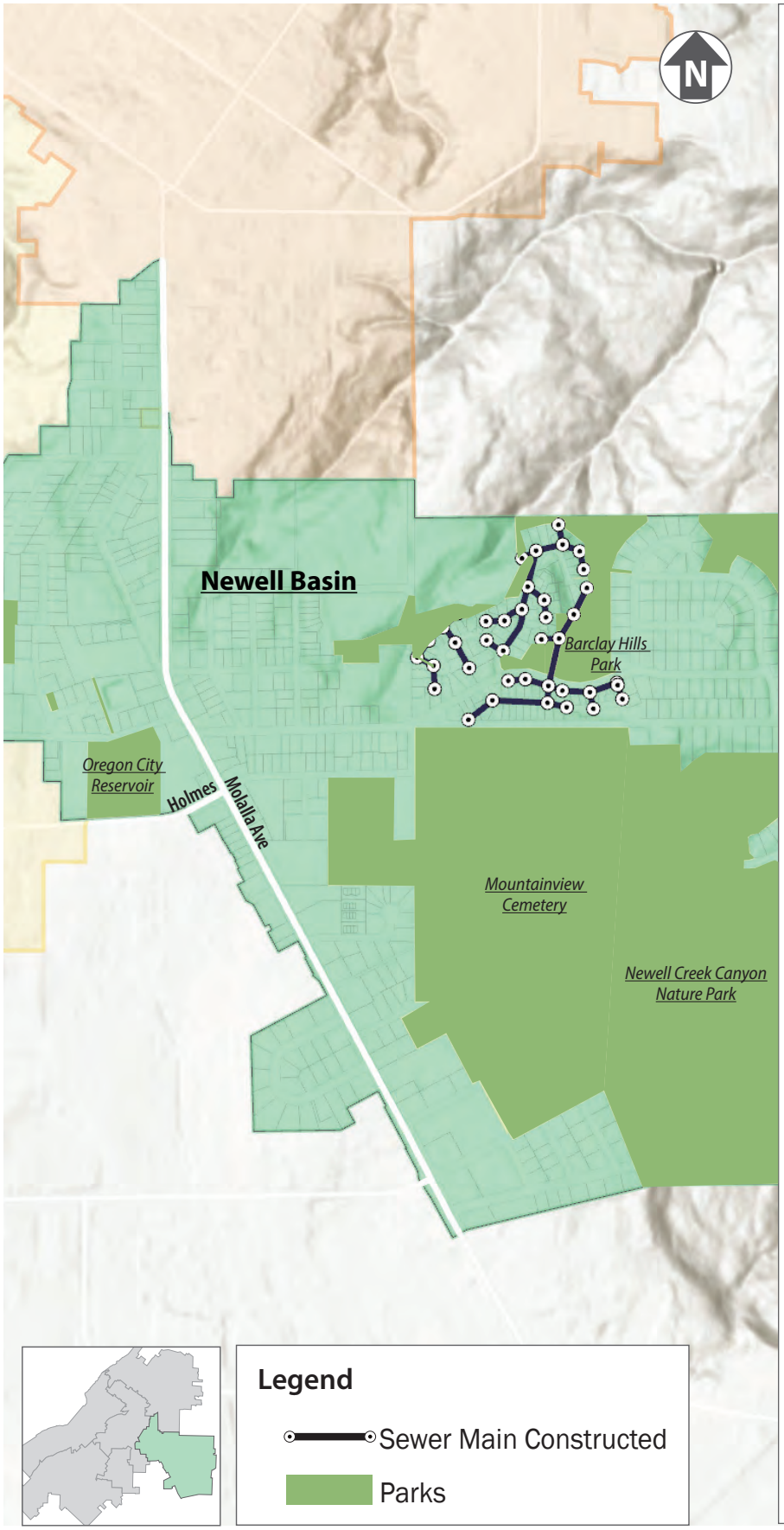
10,000

Number of Sewer Laterals:

83

Budget:

- Design: $359,878
- Construction: $3,953,341



NEWELL BASIN: PACKAGE 5

Projected completion:

2030

Highlights:

Newell Package #5 includes a wide area of western Newell Basin. The package includes both sanitary and storm sewer upgrades due to a notable overlap between systems in the area. Design delays based on the late incorporation of the storm upgrades have led to a hold on project design at the 30% milestone. The package area includes technical overlays including geohazard and natural resource overlay district.

Designers:

- Keller Associates

Linear Feet of Sewer Main:

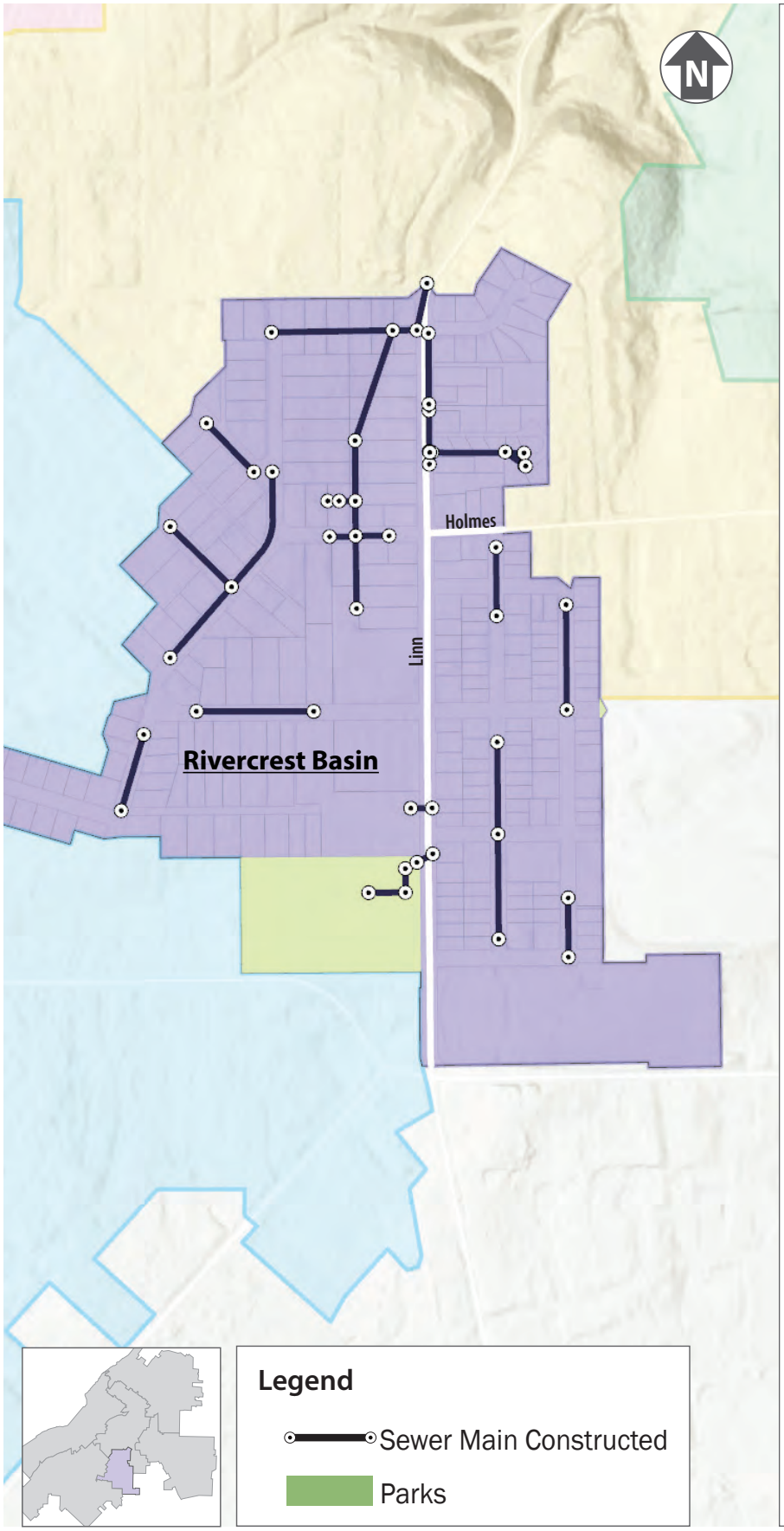
4,800

Number of Sewer Laterals:

86

Budget:

- Design: $500,000 (est.)
- Construction: 3,000,000 (est.)



RIVERCREST BASIN: PACKAGE 4

Year completed:

2025

Highlights:

Rivercrest Basin has seen three previous phases of sewer rehabilitation, encompassing mainline sewer for the entire basin. However, the basin was rehabilitated before the I&I program was developed, so private sewer laterals had never been included in rehabilitation efforts. Rivercrest Phase 4 was intended to correct this, with over 80% of private laterals rehabilitated as part of the construction package.

Designers:

- Century West Engineering

Inspector:

- Mackay Sposito

Prime Contractor:

- The Saunders Company

Subcontractors:

- Brothers Concrete
- A Cut Above
- A+ Flagging
- Multiple private truck drivers
- OR Vac West
- Pacific Intr-Tek
- Oxbow

Linear Feet of Sewer Main:

600

Number of Sewer Laterals:

236

Budget:

- Design: $420,374
- Construction: $4,307,874

SECTION 4 Flow Monitoring Results

The City of Oregon City's I&I Reduction Program aims to minimize infiltration and inflow in the sanitary sewer system, with flow monitoring playing a crucial role in measuring progress. Since I&I is influenced by precipitation and winter water tables, peak flows during the winter season strain sewer infrastructure. The program tracks wet weather flow before and after construction projects and conducts annual monitoring to reach its ultimate goal of a 65% reduction in I&I peak flows. In FY 24-25, a revision of the City's flow model was prepared by Wallis in collaboration with BHC Consulting. A report summarizing the modeling results and analyzing the collected flow data is included in "2024 Flow Monitoring Report". An update of this model including FY 24-25 flow data will be prepared and issued in the Fall of FY 25-26.

Table 4.1—Flow Monitoring Results

	2023	2024	2025
Peak Event Date	4/10/2023	2/29/2024	3/1/2025
Peak 24 hr Total Rainfall (inch)	1.16	1.51	1.12
Total Storm Duration[a] (hr)	91	204	160
Newell (5B) Basin Flow (mgd)	1.23	Not Monitored	0.77
Linn (8) Basin Flow (mgd)	3.00	3.00	1.81
Rivercrest (10) Basin Flow (mgd)	0.60	0.68	0.57
Warner Parrott (12) Basin Flow (mgd)	Data Rejected	2.56	2.95
South End (12A) Basin Flow[b] (mgd)	Not Monitored	Not Monitored	0.21

Notes:
1. The unit mgd is million gallons per day.
2. Storm duration[a] is measured from the first rain after a 24 hr dry period to last rain before a 24 hr dry period.
3. Flow[b] in basin 12A does not correlate strongly with rainfall, indicating minimal I&I in the basin.

A brief overview of the FY 24-25 findings are:

- Newell Basin was not monitored during FY 23-24 but has been monitored during the wet season of FY 24-25. This monitoring took place in tandem with the construction phase of the Molalla Ave package, providing a unique glimpse into real-time program results. Although there has been an indication of peak flow reduction, the analysis of the data is not complete at this time. The 2025 Flow Monitoring report, to be issued in November 2025, will give a more detailed analysis of this basin flow monitoring results.
- 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

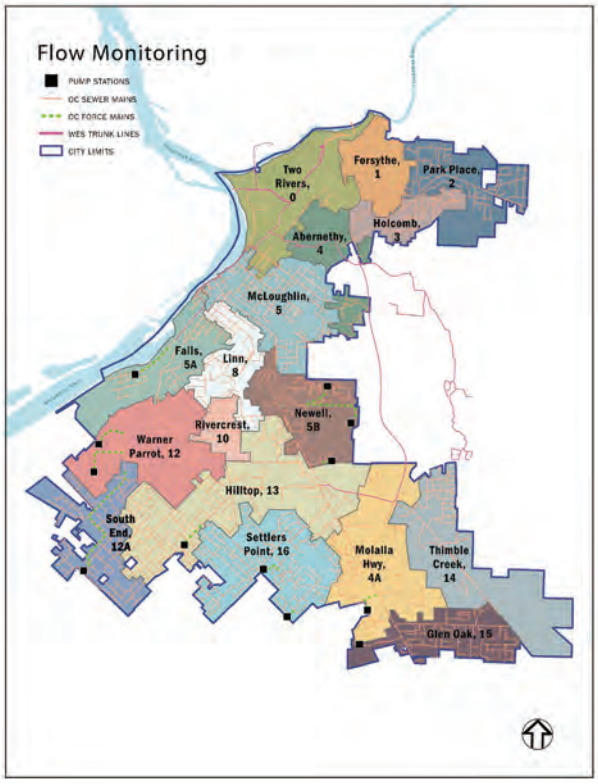


Figure 4.1—Flow Monitoring Basin Map

amount of I&I from the system. Flow monitoring was conducted in Linn Basin during FY 24-25, and upstream construction impacts from the Rivercrest Basin may be realized during modeling and analysis. Analysis of the results is on-going at this time and the 2025 Flow Monitoring will provide a more definitive result.

- Rivercrest Basin has had ongoing construction since the end of 2024, and monitoring was completed for the basin during this construction, potentially providing real-time program results. It is anticipated that the flow monitoring from this fiscal year will provide some clarity to past flow monitoring information. This year's flow monitoring was completed before the Rivercrest Basin phase 4 construction on private laterals was completed. The next flow monitoring period in FY 25-26 will provide information on a completed I&I basin that will help quantify I&I reduction due to private lateral rehabilitation.
- Warner Parrot Basin has not seen consistent flow data since the program's inception, and flow monitoring conducted in FY 24-25 using a new permanent flow measuring device will hopefully be used to establish true baseline flow results for the basin. No construction has occurred in this basin to date as part of the program.
- South End Basin was a late addition to the I&I program, and the presence of newer infrastructure in the basin has led to low prioritization of work there. Most of the basin flows through the Parrish Rd pump station, so flow monitoring was conducted near the pump station's influent pipe segment to establish baseline flows for the basin. Initial results from this year's monitoring indicate pump station flows do not correlate strongly with rainfall events, and I&I in the basin may be minimal.

Installation of flow monitors

Over the next few months, flow monitoring results from FY 24-25 will be incorporated into the hydraulic modeling completed as part of Fall 2024's technical memorandum. The model will update, when completed, peak flow projections in each basin during 5-year and 10-year storm events. 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. Flow modeling and data analysis from FY 23-24 show encouraging results in the one post-construction basin area that was monitored. Updates to the hydraulic model in the coming fiscal year will include post-construction results in several basins and will hopefully provide further evidence of program success.

SECTION 5 Budget

Wallis has overseen a program budget of over $6,809,143.07 to date since 2022. Last year, the amendment to Wallis covering the I&I program management was $$2,430,230.51. This budget covers Wallis Engineering and the work of several other firms hired to support the Oregon City I&I Reduction Program efforts.

The two tables that follow show how program funds were budgeted and spent this last year. The Annual Report is issued prior to the close of the fiscal year, which runs from July 1st, 2024 through June 30th, 2025 in Oregon City. The budget numbers in this document reflect billed numbers through April 2025.

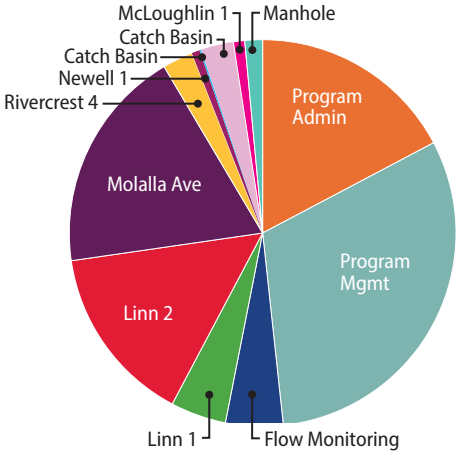


Figure 5.1—Wallis FY 24-25 Expenses

The Wallis Engineering budget and billed to date numbers are 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.

Table 5.1— Wallis Contract

Project Task	Program Costs from 2022	
	Wallis Engineering Budget To Date	Wallis Engineering Billings (billed through 4/2025)
Program Administration	$355,950.90	$330,937.23
Program Management	$700,083.64	$594,401.39
Flow Monitoring	$91,725.56	$92,019.28
Design Pkg 1 — Linn 1	$67,244.28	$89,148.43
Design Pkg 2 — Linn 2	$355,948.06	$286,801.25
Design Pkg 3 — Molalla Ave	$337,768.34	$359,878.65
Design Pkg 4 — Rivercrest Ph 4	$111,704.18	$48,652.52
Design Pkg 5 — Newell 1	$42,073.20	$13,005.57
Design Pkg 6 — Linn 3	$285,100.00	$2,558.70
Design Pkg 7 — McLoughlin 2	$150,000.00	$0.00
Design Pkg 8 — Catch Basin	$52,300.97	$52,300.97
Design Pkg 9 — McLoughlin 1	$70,042.00	$18,190.36
Design Pkg 10 — Linn 4	$200,000.00	$0.00
Design Pkg 11 — McLoughlin 3	No budget assigned	
Manhole Sealing Program	$75,000.00	$28,325.65
Total	**$2,894,941.13**	**$1,916,220.00**

As program manager, Wallis Engineering is supported by the efforts of several engineering and specialty subconsultants. These firms provide the necessary skills to investigate, design, and execute the program goals. Wallis provides program management oversight of these firms' work.

Overall, the I&I Reduction Program expenses are expected to come in under budget this year. A full accounting of the program expenses are included in "Appendix D FY 2024-2025 Budget (through April 2025)". A summary by task of the program budget and expenses to date is included in "Appendix E OC23II Program Cost Summary".

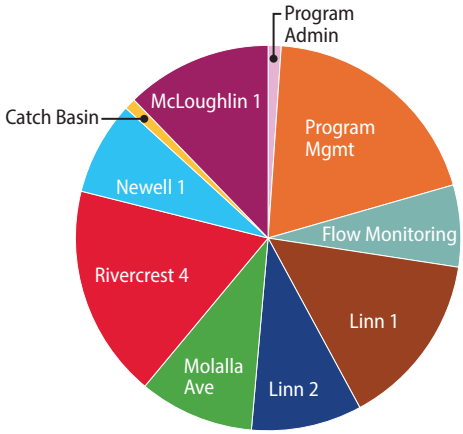


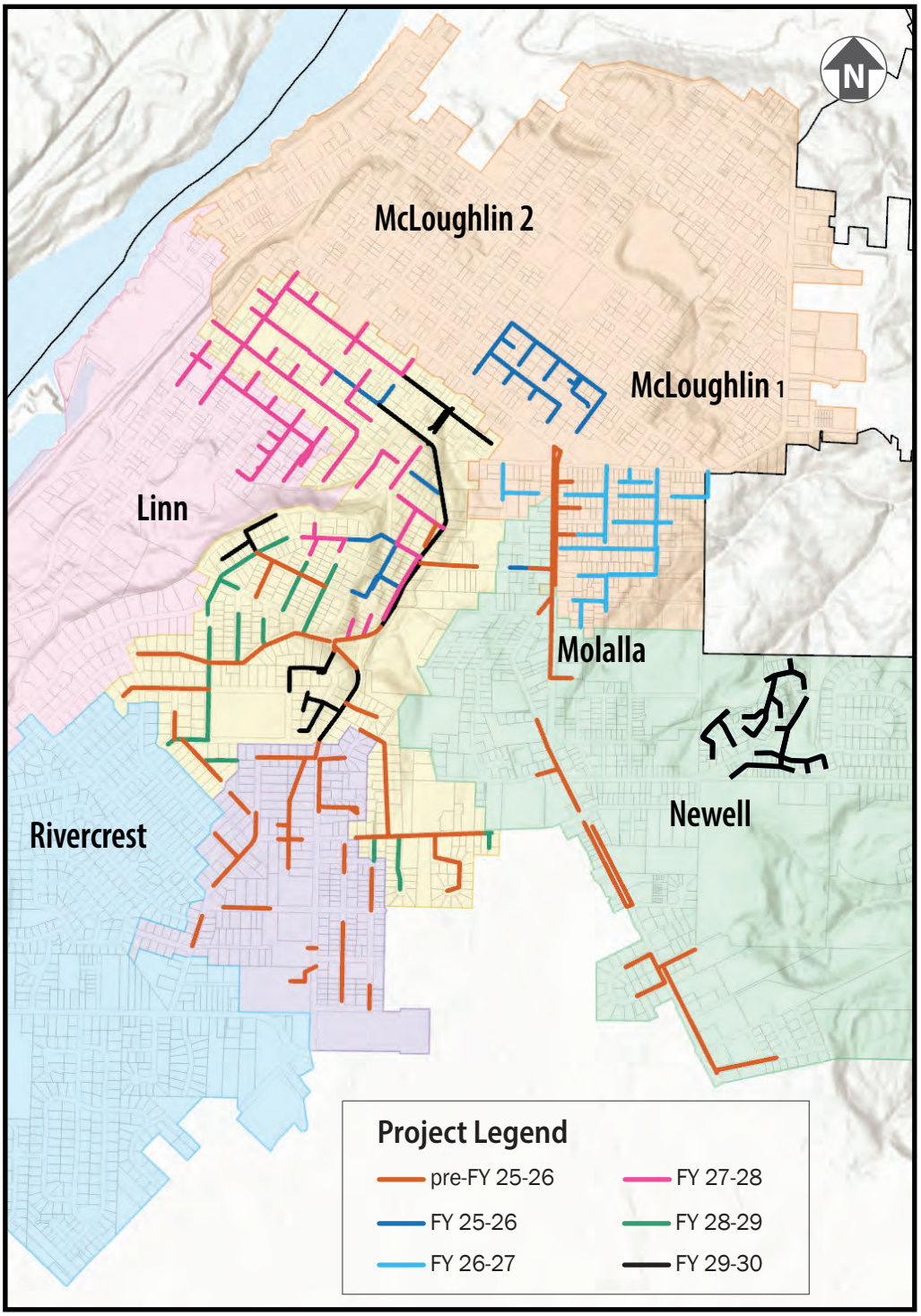
Figure 5.2—Subconsultant FY 24-25 Expenses

Table 5.2—Program Subcontractor Expenses

Project Task	Program Costs from 2022	
	Subconsultant Budgets To Date	Subconsultant Billings (billed through 4/2025)
Program Administration	$33,651.50	$20,593.55
Program Management	$532,879.50	$366,383.81
Flow Monitoring	$200,204.44	$129,339.77
Design Pkg 1 — Linn 1	$310,753.00	$276,440.19
Design Pkg 2 — Linn 2	$255,468.29	$174,813.75
Design Pkg 3 — Molalla Ave	$228,916.66	$181,866.73
Design Pkg 4 — Rivercrest ph 4	$420,374.48	$336,455.95
Design Pkg 5 — Newell 1	$403,708.80	$148,189.21
Design Pkg 6 — Linn 3	$0.00	$0.00
Design Pkg 7 — McLoughlin 2	$0.00	$0.00
Design Pkg 8 — Catch Basin	$18,006.45	$18,006.45
Design Pkg 9 — McLoughlin 1	$429,958.00	$230,878.28
Design Pkg 10 — Linn 4	$0.00	$0.00
Design Pkg 11 — McLoughlin 3	$0.00	$0.00
Manhole Sealing Program	$0.00	$0.00
Total	**$ 2,833,963.12**	**$1,882,013.17**

SECTION 6 Five Year Plan

The Oregon City I&I Reduction Program develops project designs for the identified high priority areas in the reimbursable basins. The five year plan is revised yearly with a high level budget and schedule. This year's five year plan is summarized below, and included in "Appendix F Five Year Plan". The Manhole Rehabilitation project is now an annual task.



Sewer Basins in I&I Program

INFLOW & INFILTRATION PROGRAM MANAGEMENT ANNUAL REPORT FY 2024-2025

June 2025 | WE #OC23-II

Appendices

Appendix A **List of Commonly Used Terms**

Appendix B **Key Personnel**

Appendix C **2024 Flow Monitoring Report**

Appendix D **FY 2024-2025 Budget (through April 2025)**

Appendix E **OC23II Program Cost Summary**

Appendix F **Five Year Plan**

Appendix A

List of Commonly Used Terms

Appendix A 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 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.

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.

Appendix B

Key Personnel

Appendix B Key Personnel

Firm	Contact Name	Contact Information
Wallis Engineering, PLLC	**Program Management:** Jim Montgomery **Program Support:** David Brokaw	360-852-9178, jim.montgomery@walliseng.net 360-852-9153, david.brokaw@walliseng.net
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Century West	Rawley Voorhies	rvoorhies@centurywest.com
Mackay Sposito	Mike Bayautet Scott Sapp	mbayautet@mackaysposito.com ssapp@mackaysposito.com
Compass	Don Devlaeminck	dond@compass-landsurveyors.com
Geotechnical Resources Inc. (GRI)	Per Onsager	ponsager@gri.com
Morgan Holen & Assoc.	Morgan Holen	morgan@mholen.com
Todd Prager & Assoc.	Todd Prager	todd@toddprager.com
VacX	Jason Jones	jj@vacx.com
Pacific Int-R-Tek	Adam Scott	adam@tvmypipe.com
ProVac	James McColeman	james.mccoleman@pro-vac.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
BHC Consultants	Kevin Cook	kevin.cook@bhcconsultants.com
Archaeological Investigations Northwest (AINW)	Teresa Trost	teresa@ainw.com
Landis & Landis	Myke Landis	mlandis@llconstruction.com
The Saunders Company	Clair Moore	clair@thesaunderscompany.net
Cascade Industrial Services	Roger Brown	rbrown.cascadeind@gmail.com

Appendix C

2024 Flow Monitoring Report

wallis *engineering

TECHNICAL MEMORANDUM

City of Oregon City | OC I&I Program – Flow Monitoring and Analysis

WE#OC21 - I I

DATE: November 15, 2024

TO: Kenny Cannady-Shultz, PE
City of Oregon City

FROM: Jack Wallis, PE

Wallis Engineering

RE: **Oregon City I&I Program – Flow Monitoring and Analysis**

ATTACHMENTS:

SECTION 1: INTRODUCTION AND BACKGROUND

Oregon City, Oregon (City) is in the midst of a multi-year infiltration and inflow (I&I) Reduction Project, with the goal of reducing rainfall derived I&I (RDII) by 65% in multiple sewer basins. The I&I reduction work includes rehabilitating degraded sewer lines, manholes, and sewer laterals to prevent groundwater and stormwater from infiltrating and inflowing into the sewer system.

Prior to the current I&I Reduction Project flow monitoring, the most recent flow monitoring was completed in 2012. The 2012 flow monitoring was used to calibrate a hydraulic and hydrologic model to determine the adequacy of the City's sanitary sewer system to convey peak flows during 5-year and 10-year storm events. This work was summarized in the City's 2014 Sanitary Sewer Master Plan (2014 SSMP). The 2014 SSMP found multiple sewer segments that were undersized to convey peak flows, and predicted sewer surcharges and overflows during peak flow events at several locations throughout the City.

The identified undersized pipes have been upsized to prevent excessive surcharge and overflows. But it is also likely that sewer pipes have further degraded since 2014. These two physical changes in the sewer system make it possible that the sewer system responds differently to rainfall events now compared to 2012 measurements. Therefore, additional monitoring is needed to provide current baseline I&I flow rates. Flow monitoring is also needed following sewer rehabilitation to determine the effectiveness of the I&I Reduction Project work at reducing I&I. To date, flow monitoring has been conducted in 2023 and 2024.

The goals of the I&I Reduction Project flow monitoring efforts are:

1. Establish baseline I&I flow rates for select basins prior to completing sewer rehabilitation work.
2. Determine I&I flow rates after sewer rehabilitation work is completed.

This work will be used to determine the effectiveness of the I&I reduction work being completed and to determine the City's progress toward the 65% RDII reduction goal. The purpose of this technical memorandum is to summarize the results of the flow monitoring work completed to date. Because the flow monitoring effort is intertwined with the condition assessment and rehabilitation work, this memorandum also includes a summary of those efforts.

This report is organized into the following sections:

Section 1: Provides an introduction and background to the I&I Reduction Project and the background information regarding prior modeling work in the project area.

Section 2: Oregon City sewer system overview

Section 3: Flow monitoring in the I&I Reduction Project sewer basins

Section 4: Condition Assessment overview

Section 5: Basins 8 & 10 Evaluation

Section 6: Basin 5B Evaluation

Section 7: Basins 12 & 12A Evaluation

Section 8: Basins 5 & 5A Evaluation

Section 9: Conclusions and Recommendations

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ATTACHMENTS

Attachment A: Technical Memorandum – Basins 5,8,10, and 12 Model Recalibration

Attachment B: ADS Oregon City Sanitary Sewer Flow Study 2024

Attachment C: TM ORC CS I-I Reduction and Capacity Draft 9-29-2023

Attachment D: 2024 BHC Flow Monitoring and Analysis Technical Memorandum Peer Review

Attachment E: ADS Oregon City Flow and Rain Monitoring Report 2023

SECTION 2: SYSTEM OVERVIEW

The current flow monitoring efforts are focused on the four reimbursable sewer basins: 5, 8, 10, and 12.

These four basins have been further subdivided according to hydraulic characteristics summarized below:

- Due to hydraulic issues with the monitoring location previously used for Basin 5, a new monitoring location was identified, and the resultant basin is designated as Basin 5B.
- Additional monitoring by Water Environmental Services (WES) along the Oregon City Interceptor running along McLoughlin Boulevard has led to the designation of an additional basin – Basin 5A – to isolate flows from the southwestern portion of the reimbursable sewershed.
- Basin 12 has been additionally subdivided to isolate a hydraulically independent area that relies on the Parrish Road pump station to connect to the rest of the sewer system. This area has been designated as Basin 12A.

Characteristics of the reimbursable sewer basins are shown in Figure 1, and a basin map is included as Figure 2.

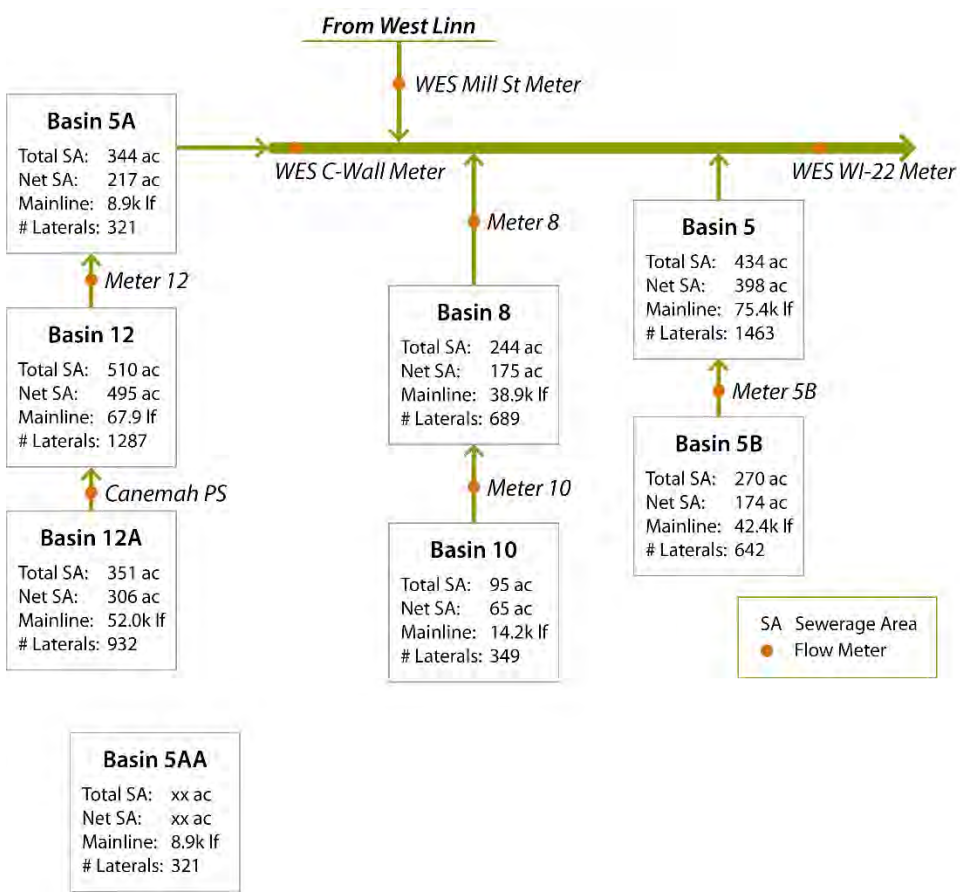


Figure 1: Basin Characteristics and Flow Schematic

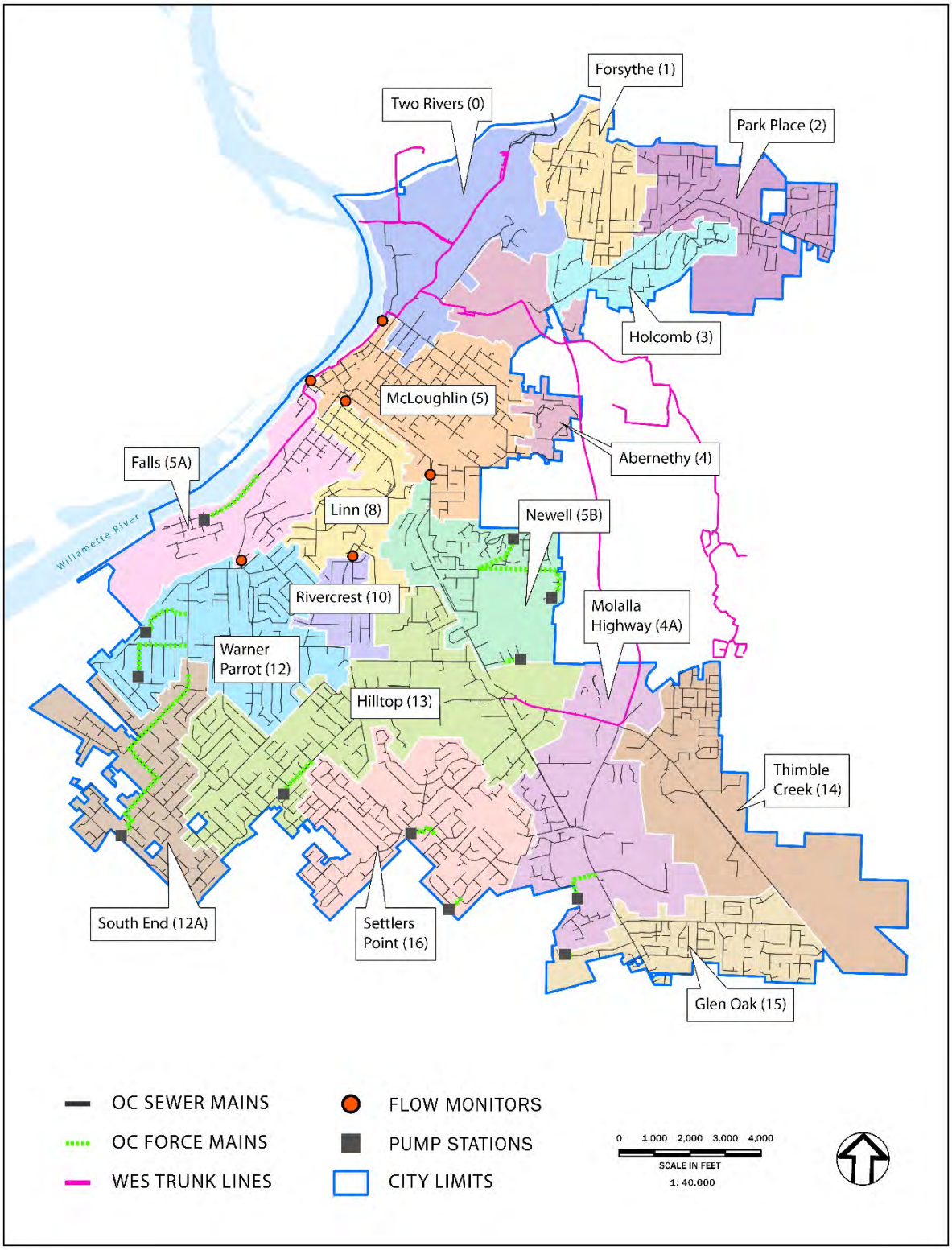


Figure 2: Basin Map

SECTION 3: FLOW MONITORING OVERVIEW

Flow monitoring was completed by ADS in 2023 and 2024, Attachments B and E, and included four flow metering locations and one rain gauge. The monitoring locations in 2023 included meters 5B, 8, 10, and 12. The 2024 monitoring locations included 8, 10, 12, and a location downstream of Pease Pump Station. Flow data from permanent WES-owned metering devices at locations WI-22, C-Wall, and Mill Street was also obtained for a preliminary review. A detailed analysis of the WES flow meter data was not performed as part of this effort.

Rainfall Data Summary

Total Rainfall During Monitoring Period

Cumulative rainfall data for the 2023 and 2024 monitoring periods are shown below in Figure 3 . The two monitoring periods had similar total rainfall amounts. However, the 2024 monitoring period had a higher intensity storm, with more rain falling over a shorter time period, as indicated by the steeper slope of the cumulative rainfall plot.

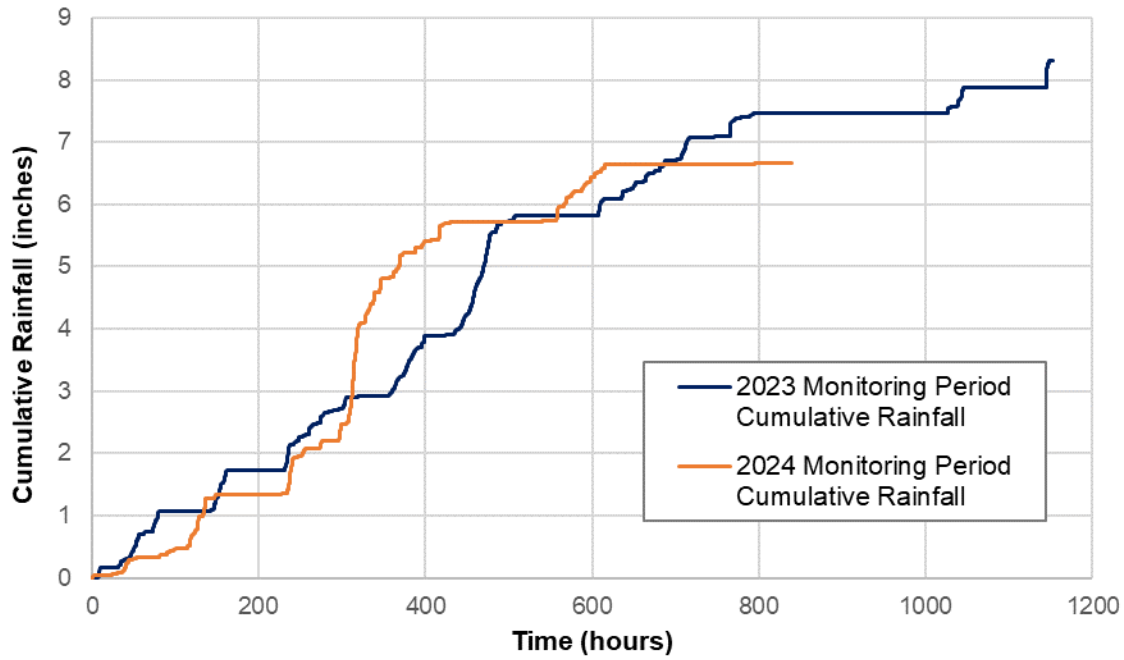


Figure 3: Cumulative Rainfall Data for 2023 and 2024 Monitoring Periods

Peak Rainfall Event During Monitoring Periods

To compare peak flow rates observed during the 2023 and 2024 monitoring periods, the peak rainfall event from each monitoring period was extracted, shown below in Figure 4. These rainfall events had similar cumulative rainfall totals, but the 2024 rainfall event was shorter and higher intensity.

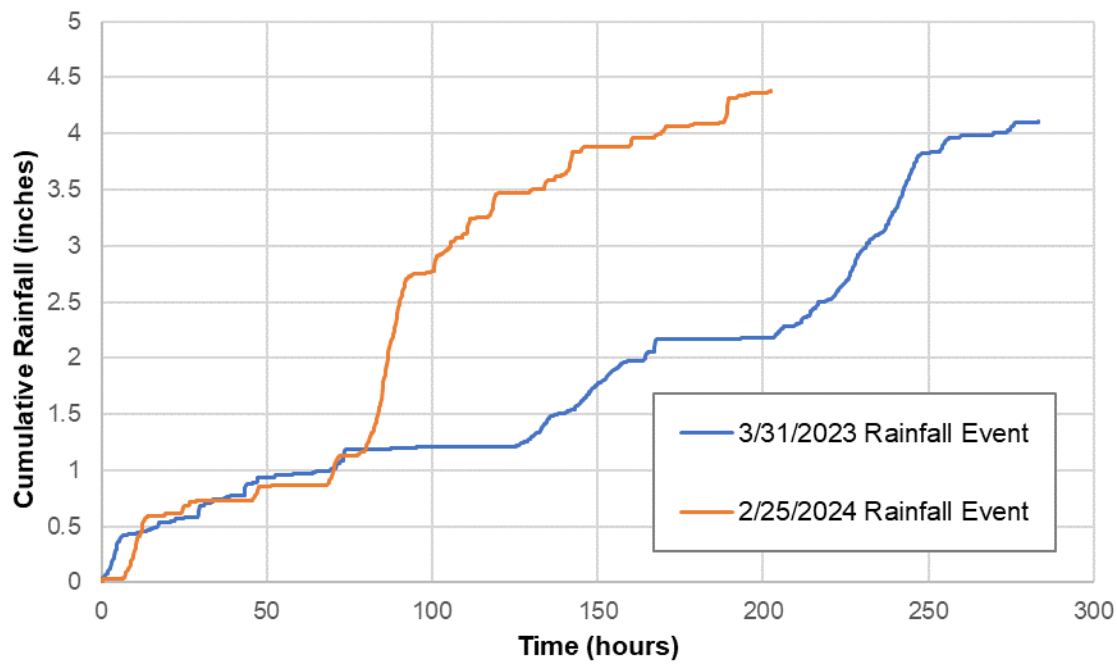


Figure 4: Cumulative Rainfall During Peak Events

Antecedent Moisture Conditions

Antecedent moisture conditions can affect groundwater levels and thus impact infiltration and inflow. To compare antecedent moisture conditions, monthly rainfall data from the Global Historical Climatology Network (GHCN) Site USC00356334 (located in Oregon City) was evaluated. Monthly rainfall totals are shown in Figure 5.

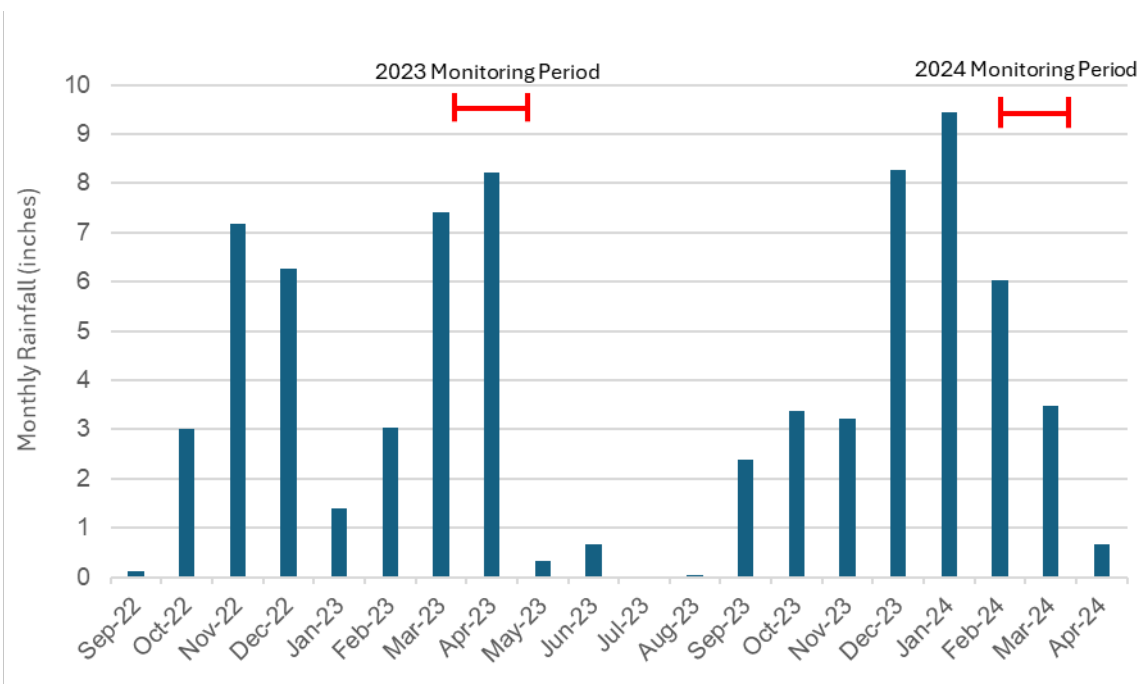


Figure 5: Oregon City Monthly Rainfall Totals.

Total rainfall during the preceding 30-day and 60-day periods prior to the monitoring is shown below in Table 1. The 2023 and 2024 monitoring had similar rainfall over preceding 30-day periods, and the 2024 monitoring period had higher rainfall over the preceding 60-day period.

Table 1: Preceding Rainfall 2023 and 2024 Monitoring Periods.

Evaluation Period	2023 Monitoring	2024 Monitoring
30 days preceding rainfall	6.9 inches	7.0 inches
60 days preceding rainfall	8.7 inches	12.8 inches

Based on the rainfall characteristics preceding and during the 2023 and 2024 monitoring periods, the infiltration and inflow characteristics are expected to be reasonably comparable.

Dry Weather During Monitoring Periods

Dry weather during monitoring is used to determine the base flow and groundwater infiltration. Both monitoring periods included a nine-day dry period with no more than 0.05 inches of rain on any day. During the beginning of a dry period following a rainfall event, there is still significant amounts of infiltration and inflow. Therefore, base flow and groundwater infiltration values are calculated based on periods with at least four preceding dry days.

The EPA SSOAP Toolbox was used to calculated dry weather flow and groundwater infiltration for weekdays and weekends. The 2023 monitoring period included 3 weekdays and 2 weekend days with at least four preceding dry days. The 2024 monitoring period included 4 weekdays and 1 weekend days with at least four preceding dry days. This is a relatively small amount of data to determine base flow and groundwater infiltration values, and therefore variability should be expected.

Table 2:Dry Days during Monitoring Periods.

Parameter	2023 Monitoring Period	2024 Monitoring Period
Weekdays with ≥4 preceding dry days	3	4
Weekend days with ≥4 preceding dry days	2	1

Flow Data Characterization and Quality Assurance

Flow data from 2023 was evaluated by Leeway, in Attachment C, using the following methods:

- Flow and rain time series plots were reviewed to ensure reasonable and accurate responses to rain events.
- Velocity and depth time series plots were reviewed to identify instances where depth and velocity readings did not track.
- Depth and velocity scatterplots were evaluated to determine whether depth and velocity were correlated during the monitoring period.
- A flow balance check between meters was performed to ensure continuity of flow. This was only done on meters that are upstream/downstream of each other.

Flow meter data from 2024 was analysed in a similar manner by Wallis. Flow meter data quality is summarized below in Table 3. An evaluation of 2023 data quality is included in the Attachment A: *Technical Memorandum RE: Basins 5, 8, 10, and 12 Model Recalibration* (Leeway, March 2024). An evaluation of the 2024 data quality is discussed below.

Table 3:Flow Data Quality

Meter	2023 Data Quality	2024 Data Quality	Notes
5B	Good	n/a	
8	Good	Good	
10	Fair	Good	2023 velocity and depth do not track at times
12	Poor	Good	2023 flows are not consistent with downstream WES C-Wall meter

2024 Flow Monitoring Data Quality

The flow data for 2024 appeared to be good quality at all flow meters. Flow and rainfall correlated well at each flow meter, with flow increasing during rainfall events and dropping after rainfall stopped. Velocity data also correlated well with depth data at all flow meters, with velocity increasing with increased depth. Meter depth and velocity scatter plots are included in the Attachment B: *Oregon City Sanitary Sewer Flow Study 2024* (ADS, April 2024).

A flow balance was conducted to determine whether upstream meters were consistent with the downstream meters. Flow observed at meter 8 was consistently higher than the upstream meter 10, as expected, and similar responses to rainfall were observed (see Figure 6). Note that the difference between meter 8 and meter 10 is equal to the flow from Basin 10.

Flow at the WES Willamette C Wall meter was also consistently higher than the upstream meter 12 (see Figure 7). The difference between flow at meter 12 and Willamette C Wall meter is equal to the flow from basin 5A. Note that in 2023, flow in meter 12 was observed to be higher than the downstream Willamette C Wall meter, and analysis by Leeway indicated that the flow meter data from meter 12 was poor quality and likely erroneous. The 2024 flow meter data from meter 12 appears to be better quality than 2023 and is consistent with the downstream flow meter.

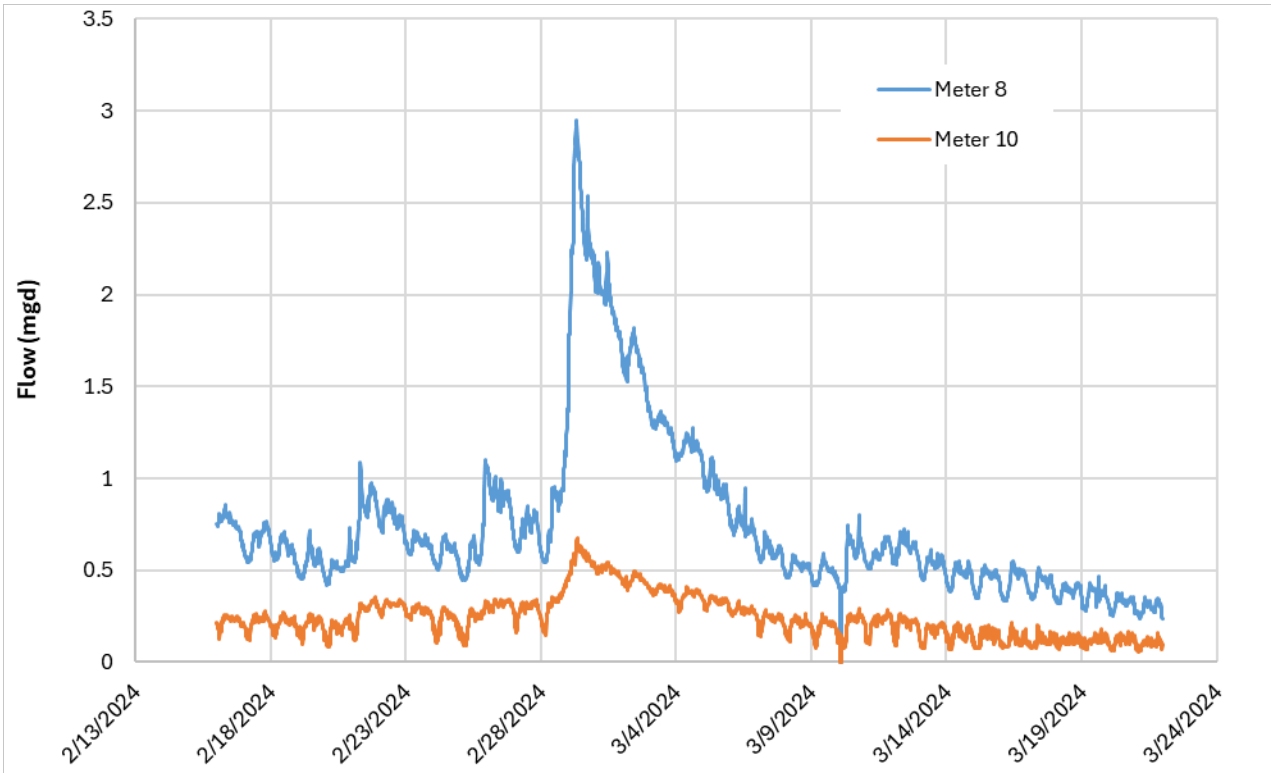


Figure 6: Flow Balance between Basin 8 and Basin 10

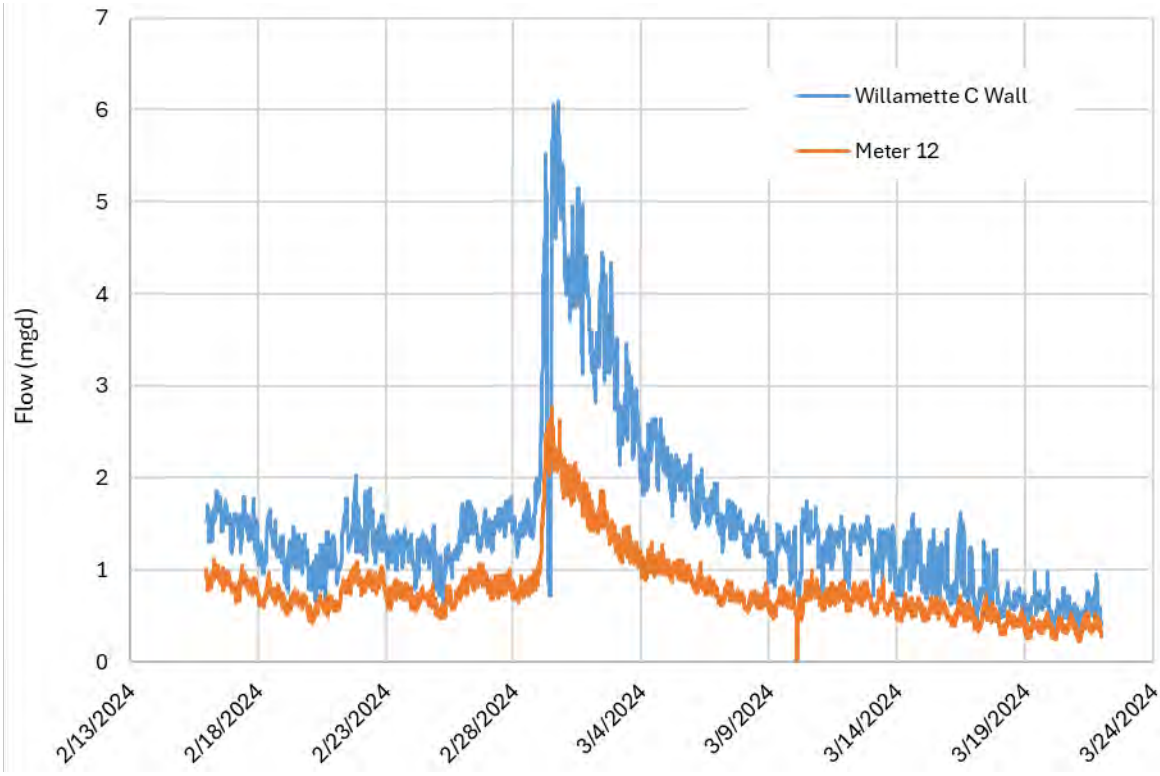


Figure 7: Flow Balance between Basin 12 and WES Willamette C Wall

2024 Flow Monitoring Data Analysis Methods

Flow monitoring data was analysed in this report using EPA SSOAP Toolbox software. The SSOAP software include tools to decompose the flow data into three components, defined below and shown in Figure 8.

- **Rainfall dependent infiltration and inflow (RDII)**: the component of infiltration and inflow that enters the sewer system during and after rainfall events.
- **Base wastewater flow (BWF)**: the portion of wastewater entering the sewer system through residential, commercial and industrial users.
- **Groundwater infiltration (GWI)**: the component of infiltration and inflow that enters the sewer system at a relatively constant rate and is relatively unaffected by rainfall.

The BWF and GWI are calculated during dry weather periods as discussed in the previous section. Note that the SSOAP Toolbox calculates groundwater infiltration by assuming that all flow entering the sewer system at the diurnal low point is groundwater infiltration. Because it is likely that at least some flow during the diurnal low point comes from users, this may overestimate groundwater infiltration values and underestimate base wastewater flow.

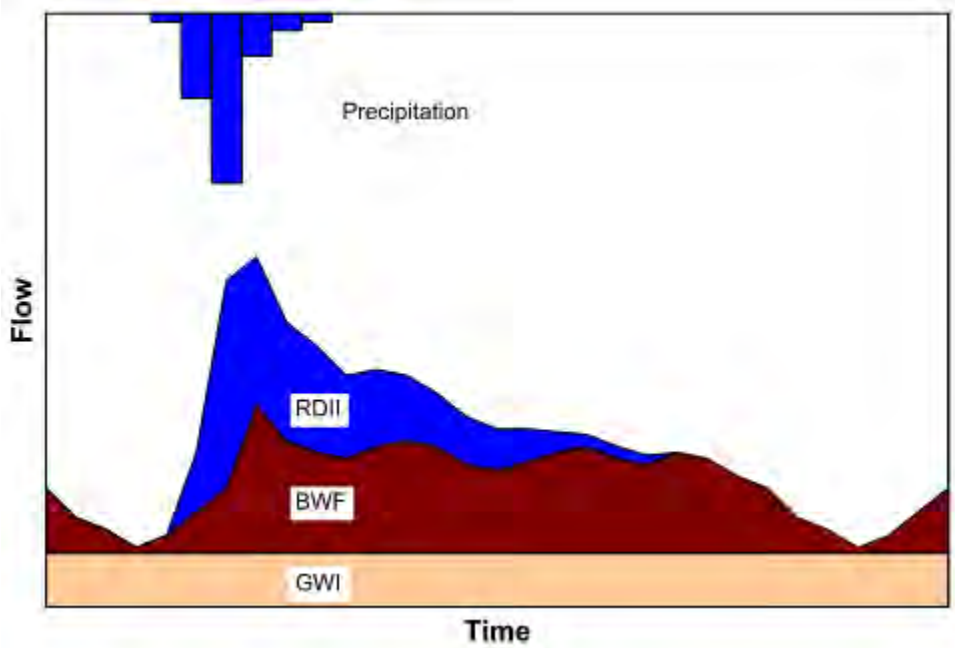


Figure 8: SSOAP Toolbox Flow Decomposition.

The SSOAP software also includes tools to calculate RDII using the RTK unit hydrograph method. Previous modeling efforts in 2014 and 2023 calibrated RTK values using EPA SWMM software. As part of this work, RDII was calculated in the SSOAP Toolbox using the previously determined RTK values. This was done as a preliminary screening tool and is likely not as accurate as modeling using SWMM software. In addition to the modeling using SSOAP software, basins 8 and 10 were evaluated and recalibrated by BHC, in Attachment D, using PCSWMM software.

SECTION 4: CONDITION ASSESSMENT OVERVIEW

Pipe condition assessment was completed based on review of CCTV footage. Various conditions noted during condition assessment include cracks, fractures and breaks, root intrusions, intruding taps and other obstructions, visible infiltration through the pipe wall, material changes along the segment, sags in the pipe run, and full pipe collapse. The pipe condition was ranked from one to five, with rank one consisting of one to no defects in pipe and no visible infiltration, and rank five consisting of a pipe collapse, multiple large holes or breaks where soil is visible, multiple sags greater than 40% of segment length or spot repair work required on more than 20% of pipe. Pipe segments where CCTV could not be completed due to the pipe condition were automatically assigned rank five. Condition ranking was completed with rehabilitation in mind, with pipe bursting and cured-in-place pipe rehabilitation are assumed as a default repair methods.

To supplement the CCTV assessment, smoke testing was completed throughout the program area. During smoke testing, visible smoke is introduced into the sanitary system where it is emitted from any connected structures that are open to the air. Smoke testing was used as the primary method to gauge lateral condition where CCTV could not be completed. Smoke testing hits consisted of visible smoke emitted from sewer cleanouts, illicit connections such as downspouts or sump connections, private standpipes and sewer stacks, private and public storm catch basins, and a general note for “ground” hits generally indicating breaks in a lateral. Smoke testing hits are included in the figures to show approximate areas of assumed lateral deficiencies and stormwater connections contributing to I&I flow into the sanitary sewer system.

The third and final approach to condition assessment involves manhole inspection and rehabilitation. So far, the program has responded to City Operations Staff noting manholes that have a history of maintenance concerns and prioritizing these manholes for rehabilitation. The City provided condition reports for approximately two dozen manholes that were rehabilitated during Spring 2024 rehabilitation efforts, with more expected for future manhole rehabilitation prioritization.

SECTION 5: BASINS 8 AND 10 EVALUATION

Because basin 10 flows directly into basin 8, these two basins are evaluated together. This evaluation includes a summary of the condition assessment work, sewer rehabilitation work, and the flow monitoring efforts to date.

Basin 8 and 10 Condition Assessment Summary

During the early stages of Oregon City's I&I Reduction Program, rehabilitation of infrastructure in Basin 8 and 10 was prioritized based on identified operational challenges and suspected high I&I. City Operations and Wallis Engineering mobilized considerable CCTV efforts within the basins, covering 80% of Basin 10 and nearly 100% of Basin 8. Wallis was tasked to review the collected CCTV footage and assess the condition of each segment on a scale from one (signifying pipes requiring little to no rehab) up to five (pipes requiring nearly full excavation and replacement). Several manholes within Basin 10 were also identified for rehabilitation during these efforts. Figure 9 shows the results of this condition assessment.

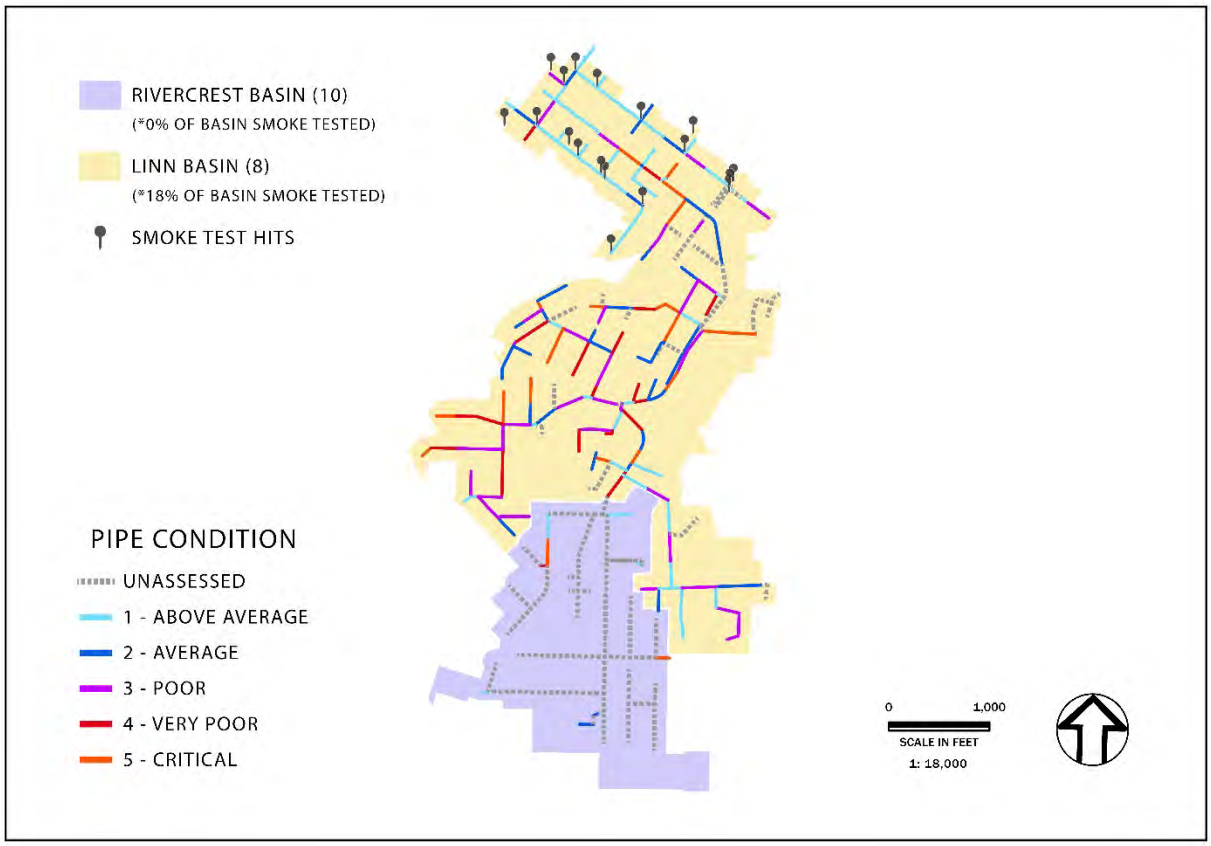


Figure 9: Basins 8 and 10 Condition Assessment

Basins 8 and 10 Rehabilitation Summary

Basin 8 and Basin 10 have been prioritized since the program's inception based on historical indicators of high I&I. Basins 8 and 10 both had significant rehabilitation work completed in 2022 and 2023, shown below in Figure 10. A summary of the rehabilitation work is also shown in Tables 4 and 5.

Basin 8 has had one mainline rehabilitation package completed in 2023, covering 25% of the mainline in the basin. This package was the first in the program to include private lateral rehabilitation. This package now functions as a model for future work in the basin and throughout the program. Basin 8 has three additional I&I Reduction Project construction packages in the pipeline – Package 2 is in the final design phase and will be constructed in Summer 2025. The remaining proposed packages are in the scoping phase and are scheduled for construction in Summer 2026 and Summer 2027 respectively. The end goal is complete rehabilitation of mainline and laterals within the basin. Basin 8 manhole rehabilitation is scheduled for Early 2025 and will include manholes within the completed rehabilitation package area. Additional manhole rehabilitation will occur as mainline rehabilitation projects commence.

Nearly all mainline pipe has been rehabilitated in Basin 10, along with many of the manholes. A lateral rehabilitation package is currently underway and will complete the rehabilitation of all mainline and lateral segments in the basin.

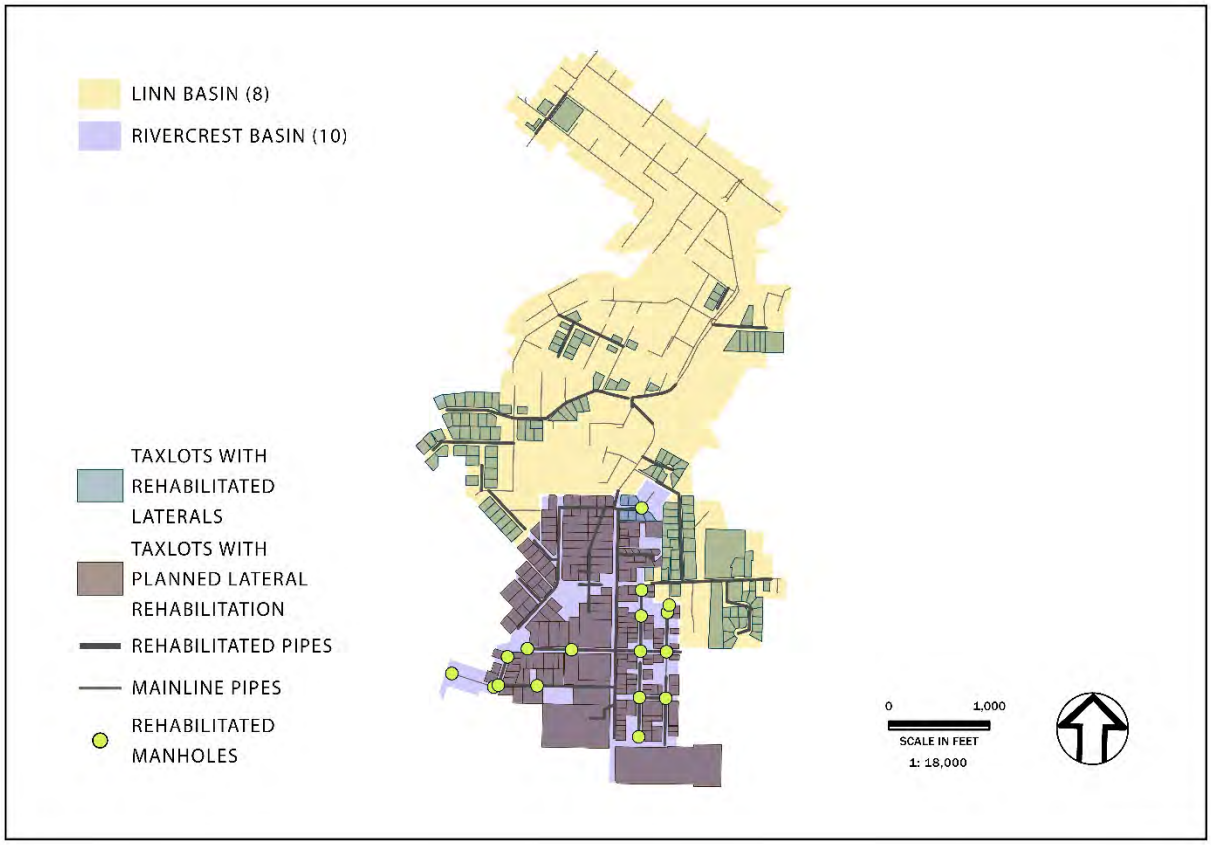


Figure 10: Basins 8 and 10 Rehabilitation Summary..

Table 4: Basin 8 Sewer Rehabilitation Summary

Property	Total	Rehabilitated 2023	% Rehabilitated
Laterals[a]			
Quantity	689	91	13%
Mainline[b]			
Length, 6" Dia.	5,038 ft	3,269 ft	65%
Length, 8" Dia.	26,769 ft	9,288 ft	35%
Length, 10" Dia.	360 ft	0 ft	0%
Length, 12" Dia.	4,725 ft	795 ft	17%
Manholes[c]			
Quantity	168	0	0%

a) Lateral rehabilitation consisted of either pipe bursting or CIPP lining from the mainline to the home. Only laterals rehabilitated for the full length from the mainline to the plumbing connection at the home have been counted.
b) Mainline rehabilitation consisted of either pipe-bursting or CIPP lining.
c) No manholes have been rehabilitated to date in Basin 8.

Table 5: Basin 10 Sewer Rehabilitation Summary

Property	Total	Rehabilitated 2022	% Rehabilitated
Laterals[a]			
Quantity	349	0	0%
Mainline[b]			
Length, 6" Dia.	794 ft	794 ft	100%
Length, 8" Dia.	10,410 ft	9,976 ft	96%
Length, 10" Dia.	2,899 ft	2,899 ft	100%
Length, 12" Dia.	0 ft	0 ft	100%
Manholes[c]			
Quantity	45	17	38%

a) No laterals were rehabilitated before or during the monitoring period in Basin 10.
b) Mainline rehabilitation consisted of either pipe-bursting or CIPP lining.
c) Manhole rehabilitation consisted of epoxy lining.

Basins 8 and 10 Flow Monitoring Data

Flow monitoring results for meters 8 and 10 are shown below in Figure 11-14. Peak flow at meter 8 was 3.0 mgd during both the 2023 and 2024 monitoring periods, despite the higher intensity storm in 2024. Note that meter 8 flows include flow from upstream basin 10.

Peak flow at meter 10 was 0.57 mgd in 2023 and 0.66 mgd in 2024, consistent with the higher intensity storm event in 2024. An evaluation of dry period and RDII flows is discussed below.

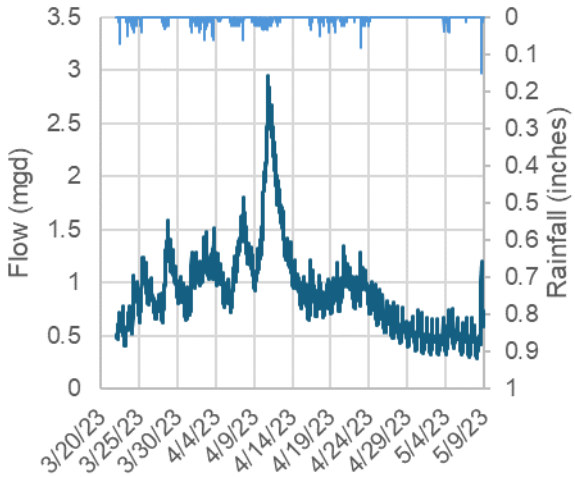


Figure 11: Meter 8, 2024 Monitoring Results

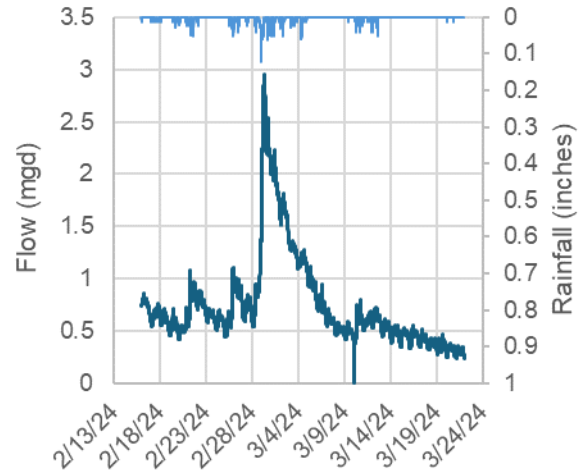


Figure 12: Meter 8, 2023 Monitoring Results

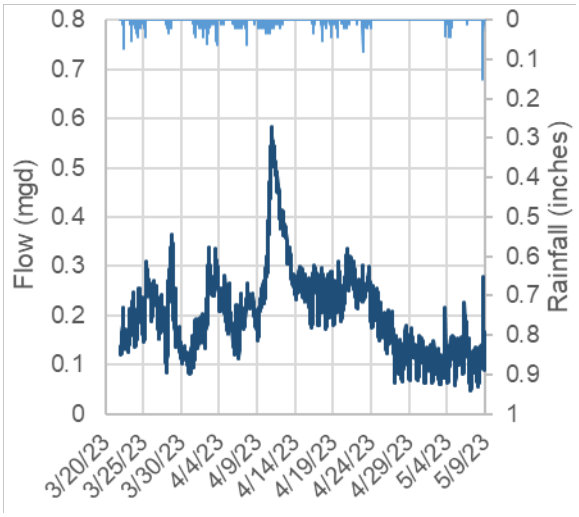


Figure 13: Meter 10, 2023 Monitoring Results

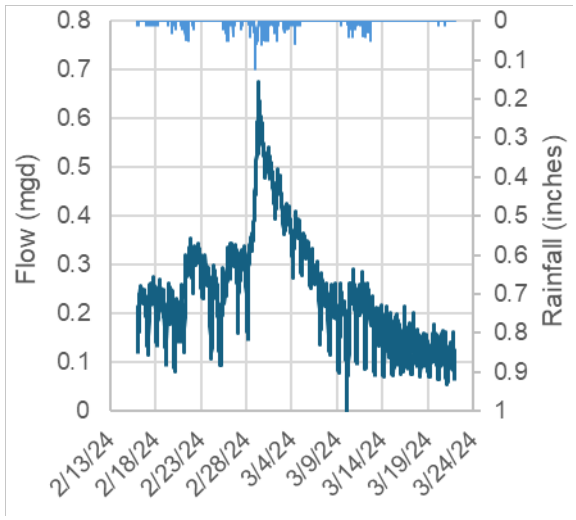


Figure 14: Meter 10, 2024 Monitoring Results

Basins 8 and 10 Dry Period Flow

Observed flow during dry periods and simulated GWI and BWF are shown below in Figure 15-18. Because the simulated flows are calculated based on the observed flow rates during these periods, the simulated flows correlate well with the observed flow rates. Note that the SSOAP toolbox estimates BWF and GWI for weekends and weekdays separately, and GWI is determined assuming all flow at the diurnal minimum is GWI. The simulated GWI appears to increase on weekends, but it is unlikely that this is actually occurring. Instead, the GWI is likely estimated as higher due the small sample size of dry days in each monitoring period, and the timing of the rainfall events. It is also possible that nighttime flows are higher on weekends from users.

Meter 10 flows are significantly more variable in 2024 compared to 2023, potentially indicating poorer quality data during the 2024 dry period. The ADS flow study also noted a hydraulic shift at the beginning of the dry period, indicating lower data confidence. Despite the lower confidence in the dry period data in

2024, the minimum flow and average flow were similar in 2023 and 2024. The 2024 period did show a higher maximum flow during the dry weather.

At both meters and both monitoring periods, the flow rate decreases slightly throughout the dry weather period. This indicates that RDII is still decreasing since the previous rainfall event, and therefore the actual GWI may be lower than estimated.

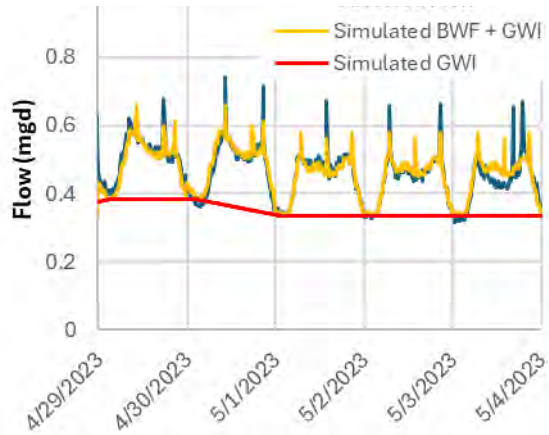


Figure 15: Meter 8, 2023 Monitoring Results

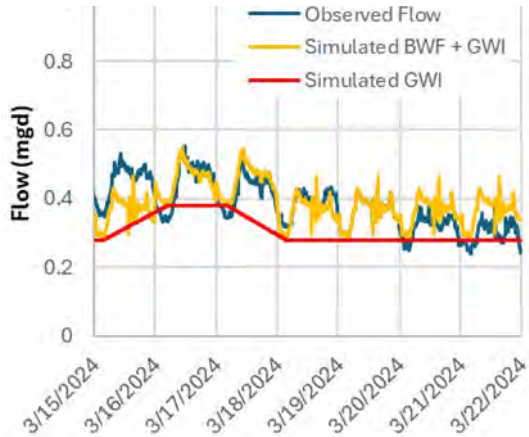


Figure 16: Meter 8, 2024 Monitoring Results

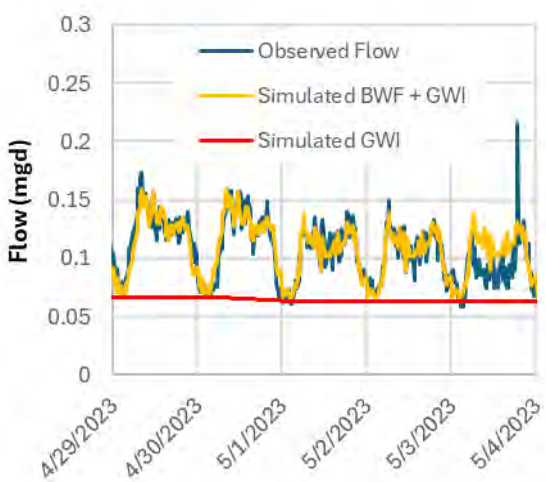


Figure 17: Meter 10, 2023 Monitoring Results

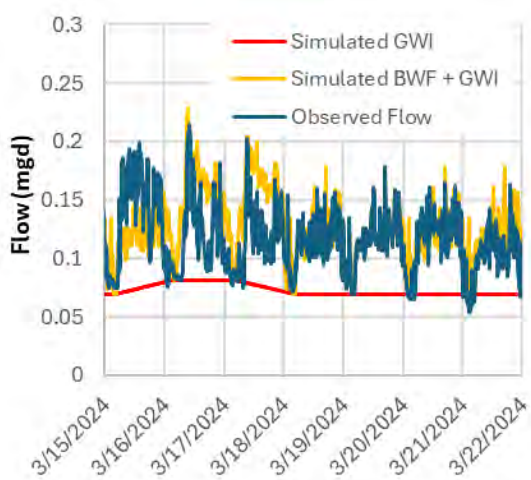


Figure 18: Meter 10, 2024 Monitoring Results

Average base wastewater flow and groundwater infiltration from the 2023 and 2024 monitoring periods are shown below in Table 6, along with the values from the 2014 SSMP. At meter 8, both the groundwater infiltration and the base wastewater flow decreased slightly from 2014 to 2023, and from 2023 to 2024. The decreased GWI flow is consistent with the rehabilitation work within both basin 8 and 10, which should have the effect of reducing GWI. However, an explanation for the decrease in BWF is not clear. It may be possible that differences between monitoring years are simply due to accuracy of the data, and that there are no actual trends in the flow rates. Future monitoring efforts will help indicate whether these trends continue.

At meter 10, the BWF is fairly constant between 2014-2024. The GWI decreased significantly between 2014 and 2023, however the flow in 2014 was estimated and not based on actual flow monitoring. The GWI was constant between 2023 to 2024, which is consistent with no rehabilitation work completed during that time interval.

Table 6: Basins 8 and 10 Base Flow and GWI

Parameter	2014 SSMP Model	2023 Monitoring Period	2024 Monitoring Period
Meter 8[a]			
Average BWF (mgd)	0.17	0.11	0.08
Average GWI (mgd)	0.79	0.35	0.31
Average BWF + GWI	0.86	0.46	0.41
Meter 10			
Base Flow (mgd)	0.05[b]	0.04	0.05
GWI (mgd)	0.21[b]	0.06	0.07
Base Flow + GWI	0.26[b]	0.11	0.13

a) Meter 8 flows include upstream basin 10 flows.
b) Monitoring data was considered poor in this location during the 2014 flow monitoring, therefore 2014 SSMP flow values for basin 10 were not based on actual flow monitoring data.

Basin 8 and 10 RDII Flow

Rainfall derived infiltration and inflow was previously modeled by Leeway using EPA SWMM5 software, with RTK values calibrated using the 2023 flow monitoring data. A peer review of the Leeway model calibration was completed by BHC in 2024, and the model was recalibrated for basins 8 and 10, improving the fit of the modeled flow to observed flow. The BHC flow modeling work is included as Appendix A and summarized below.

Basin 10 flows were recalibrated first, because basin 10 is upstream of basin 8. Since no rehabilitation work was completed in Basin 10 between 2023 and 2024, the recalibration was completed with the goal of finding RTK values that fit both the 2023 and 2024 flow data. The recalibrated model fit the flow data reasonably well but underestimated peak flow in 2023 and overestimated peak flow in 2024. Modeled flow in 2023 was 0.50 mgd, compared to the observed flow of 0.60 mgd. Modeled flow in 2024 was 0.76 mgd, compared to the observed flow of 0.67 mgd. The observed and modeled flow is shown below in Figure 19.

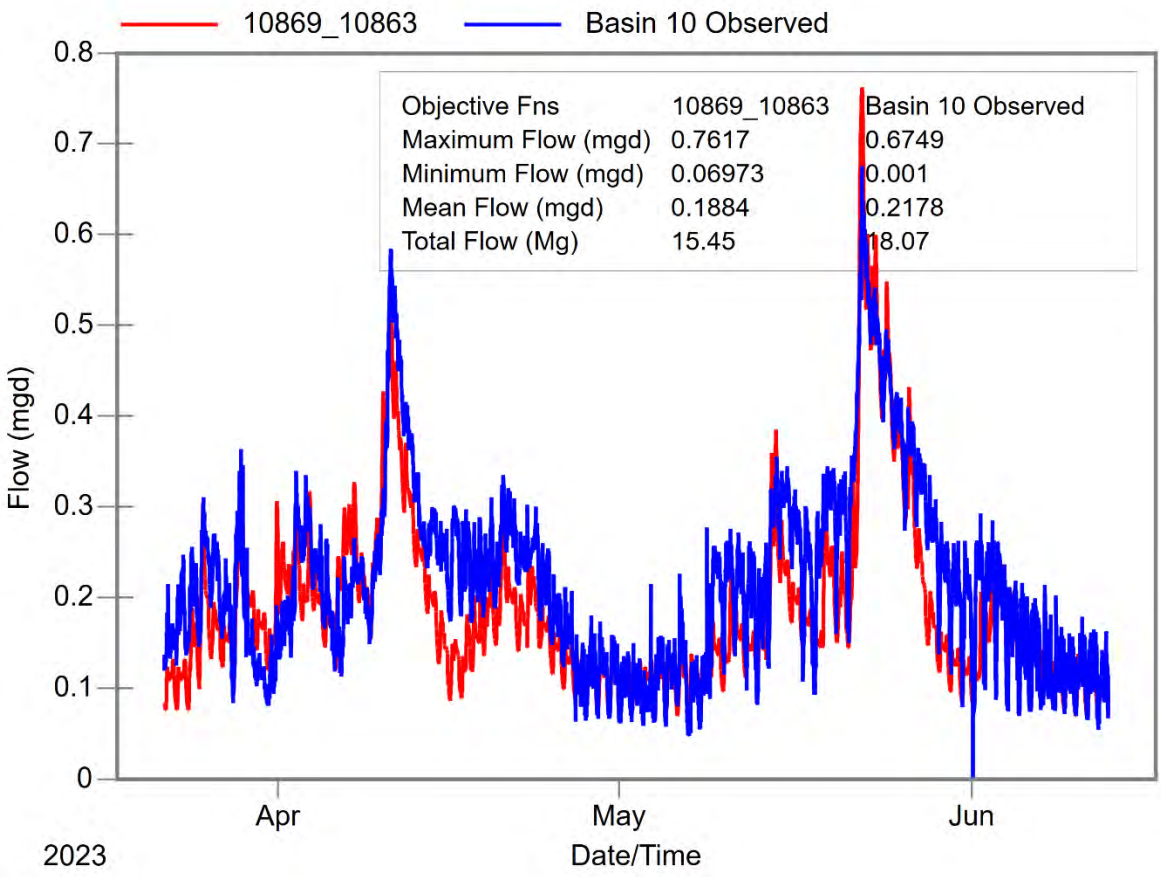


Figure 19: Meter 10, 2023 and 2024 Observed and Simulated Flow, BHC recalibration to both 2023 and 2023 flow data.

Following recalibration of Basin 10, Basin 8 was recalibrated to 2023 flow data, shown below in Figure 20. The recalibration fit the 2023 observed flows well, with a modeled peak flow of 2.96 mgd and an observed peak flow of 3.00 mgd. However, the model calibrated to 2023 flow data significantly overestimated the peak flow in 2024, with a modeled peak flow of 4.41 mgd and an observed peak flow of 2.95 mgd. This indicates that RDII decreased in Basin 8 between 2023 and 2024, consistent with the sewer rehabilitation work completed in basin 8.

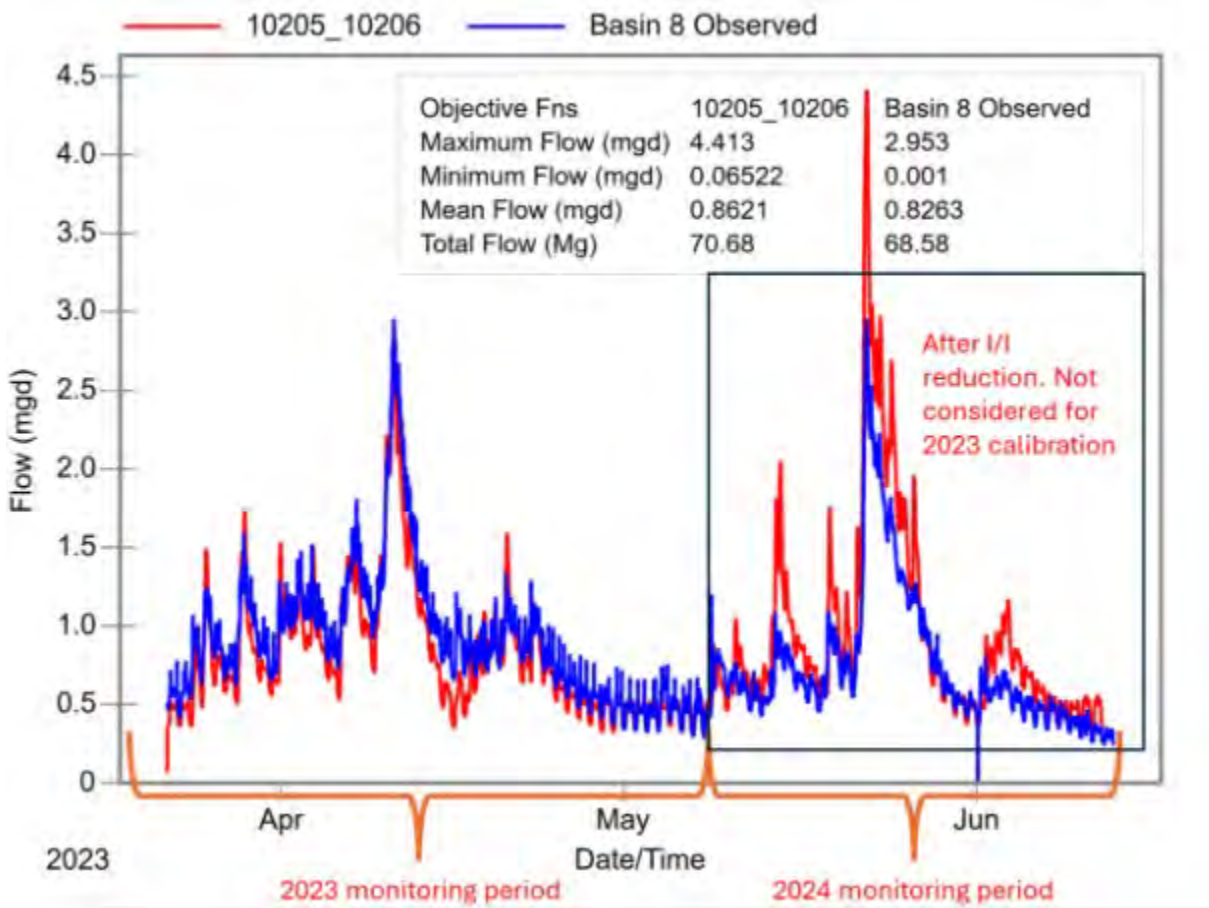


Figure 20: Meter 8, 2023 and 2024 Observed and Simulated Flow, BHC recalibration to 2023 flow data.

Basin 8 was then recalibrated to the 2024 flow data, shown below in Figure 21. The modeled flow fit the observed flow well, with a modeled peak flow of 3.01 mgd and an observed peak flow of 2.95 mgd. The model calibrated to 2024 flow data significantly underestimated the 2023 flows, again indicating that RDII decreased in Basin 8 between 2023 and 2024, consistent with the sewer rehabilitation work completed in Basin 8.

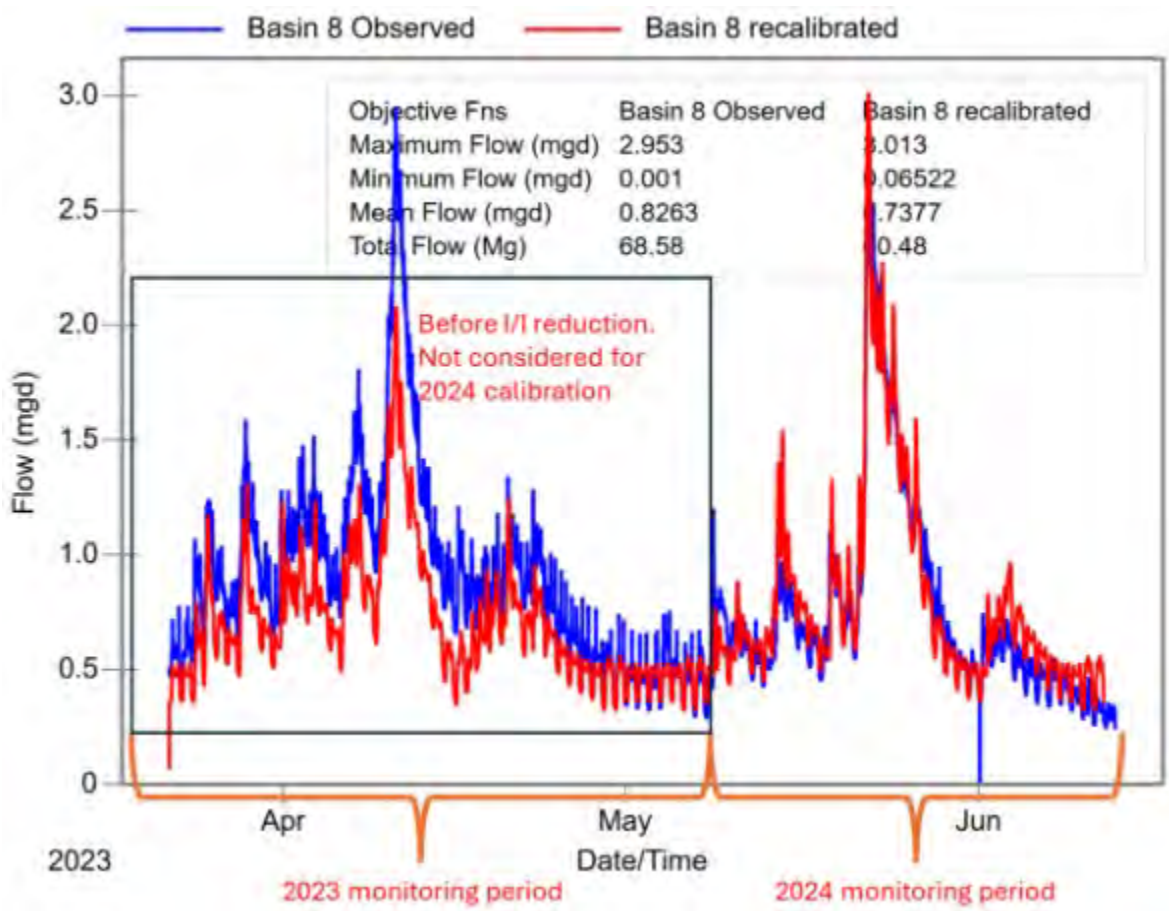


Figure 21: Meter 8, 2023 and 2024 Observed and Simulated Flow, BHC recalibration to 2024 flow data.

It is important to note that peak flows in Basin 10 did not increase as much as the model predicted between the 2023 and 2024 peak rainfall events. It is therefore possible that the apparent decrease in RDII in Basin 8 may be due in part to differences in the antecedent moisture conditions and rainfall characteristics, and not solely due to sewer rehabilitation work.

Basins 8 and 10 Peak RDII Flow Projections

Peak 5-year storm flow projections were previously made in the 2014 OC SSMP, the 2019 WES SSMP, and the 2023 Flow Monitoring Report. The 2014 OC SSMP and the 2023 Flow Monitoring Report both determined peak flows using a SWMM hydrologic and hydraulic model, calibrated to flow monitoring data. The 2019 WES SSMP also used a SWMM hydrologic and hydraulic model but calibrated the model to larger basins and distributed flow to individual Oregon City basins based in part on the flow proportions in 2014 OC SSMP.

The peak flow projections were re-evaluated by BHC using the recalibrated RTK values discussed above. Peak flows from past and current work are shown below in Table 7. The peak flows reported in the 2023 Flow Monitoring Report are higher than the 2014 SSMP, likely because the 2014 SSMP model showed overflows and significant surcharging, which reduces peak flows. The peak flow projections based on the 2024 recalibration by BHC were similar to the flows reported in the 2023 Flow Monitoring Report, with only slight differences due to differences in Basin 10. These differences may be due to the fact that Basin

10 was recalibrated based on two years of flow monitoring data, compared to the one year of flow monitoring data available in 2023.

The 2024 projections show slightly lower peak flows than included in the 2019 WES SSMP. This may be due in part to the smaller sub-basins used to calibrate the RTK values used by the SSOAP model, which may increase accuracy. However, the 2019 WES SSMP was calibrated based on flows during a rainfall event similar to an actual 5-year storm, which may also increase the accuracy. The lower flows in Basin 10 in the 2024 SSOAP model may be due in part to the rehabilitation work that was completed in Basin 10 prior to 2023.

Table 7: Basin 8 and 10 Peak 5-Year RDII Flow Projections.

Basin	Peak 5-Year Storm RDII Flow[a], Pre-Rehabilitation (mgd)				RDII Rate (gpad)	
	2014 OC SSMP	2023 Flow Monitoring Report	2019 WES SSMP[b]	2024 Recalibration[c]	2019 WES SSMP[b]	2024 Recalibration
8	2.5	4.4	4.7	4.2	43,900	29,700
8 + 10	3.4	5.1	7.3	5.1	41,200	25,800
10	0.9	1.1	2.6	0.9	36,900	16,900

a) These values are RDII flows only, and do not include BWF or GWI.
b) Peak 5-year storm flow for 2019 WES SSMP calculated based on the per acre RDII rate and net sewershed areas reported in tables 5-1 and 5-3 of the WES SSMP. The net sewershed areas used in the WES SSMP differ slightly than those used by the other reports.
c) The Basin 10 RDII rates in this table are based on BHC's recalibration of RTK values to both the 2023 and 2024 flow monitoring data, as no rehabilitation work was done between these two periods. The Basin 8 RDII rates are based on BHC's recalibration of RTK values to the 2023 flow monitoring data, as rehabilitation work was completed following the 2023 flow monitoring.

The peak 5-year flow rate was also estimated using the re-calibrated 2024 RTK values for Basin 8. The peak 5-year RDII flow rates for 2023 and 2024 are shown in Table 8, along with the percent reduction. These basins have a 65% RDII reduction goal. Basin 8 has shown a 33% reduction in RDII, likely due to the significant rehabilitation work that was completed. No rehabilitation work was completed in Basin 10 between the 2023 and 2024 monitoring periods, and therefore the peak flow is assumed to have no change between 2023 and 2024. Because no monitoring was completed prior to the Basin 10 rehabilitation efforts, there is no way to determine the RDII reduction.

Table 8: Basins 8 and 10 RDII Reduction

Basin	2023 RDII		2024 RDII		RDII Reduction, 2023 to 2024
	mgd	gpad	mgd	gpad	
8	4.2	29,700	2.8	17,700	33%
8 + 10	5.1	25,800	3.7	17,000	27%
10	0.9	16,900	0.9	16,900	0%

The RDII percent reduction goals are based on reducing flow rates entering the WES system by a specific amount. Therefore, the target values that used in the WES SSMP cost effective analysis are also relevant. Target RDII rates are shown below in Table 9. The combined target for Basins 8 and 10 is 2.6 mgd, and the current 2024 RDII is 4.1 mgd. The total peak flow from these basins needs to be reduced by an additional 1.1 mgd to meet this target.

Table 9: Basins 8 and 10 RDII Reduction Targets.

Basin	Peak 5-Year Storm RDII Flow (mgd)		
	Pre-Rehabilitation RDII, 2019 WES SSMP	Target RDII, 65% Reduction	2024 RDII
8	4.7	1.6	2.8
8 + 10	7.3	2.6	3.7
10	2.6	0.9	0.9

SECTION 6: BASIN 5B EVALUATION

The Basin 5B evaluation includes a summary of the condition assessment work, sewer rehabilitation work, and the flow monitoring efforts to date.

Basin 5B Condition Assessment Summary

Basin 5B has seen considerable CCTV and condition assessment efforts covering 80% of the basin, as well as extensive smoke testing. The results of the condition assessment on a scale from one to five and the identified smoke test defects are shown in Figure 24.

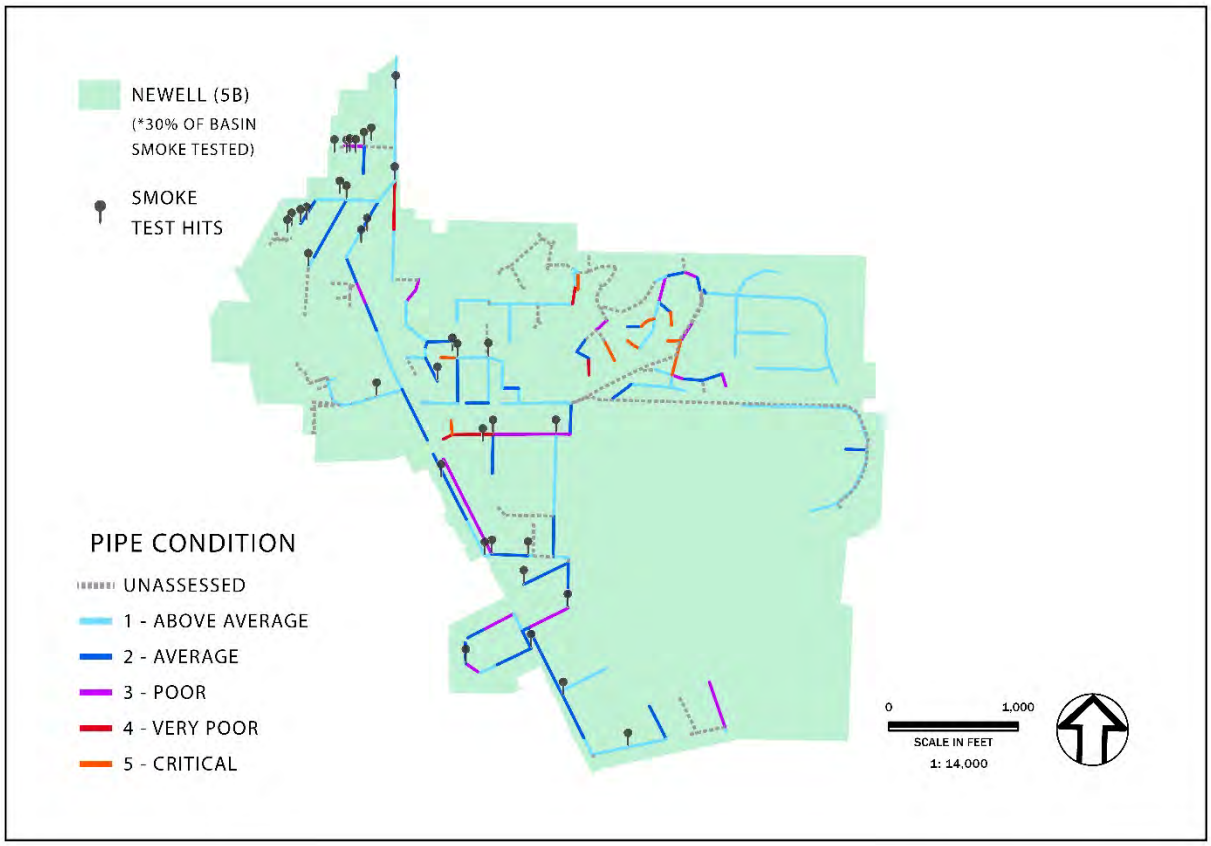


Figure 22: Basin 5B Condition Assessment.

Basin 5B Rehabilitation Summary

No rehabilitation work has occurred in Basin 5B to date. However, two rehabilitation packages have been outlined and are currently in design.

The first major rehabilitation package – designated as the Molalla Avenue Sanitary Sewer I&I Rehabilitation Package – includes 10,000 feet of mainline rehabilitation and will likely be completed before the 2025 wet weather flow monitoring efforts commence. The boundaries of this rehabilitation package are shown in Figure 25. The second package, totaling 4,800LF of mainline rehabilitation, is in

the preliminary design phase but will not be constructed until 2026 at the earliest (this package is not shown in Figure 25). Together, the two packages represent nearly 35% of the total mainline in the basin. Basin 5B manhole rehabilitation is scheduled for early 2025 and will include manholes within the Molalla Avenue rehabilitation package area. Additional manhole rehabilitation will occur as mainline rehabilitation projects commence.

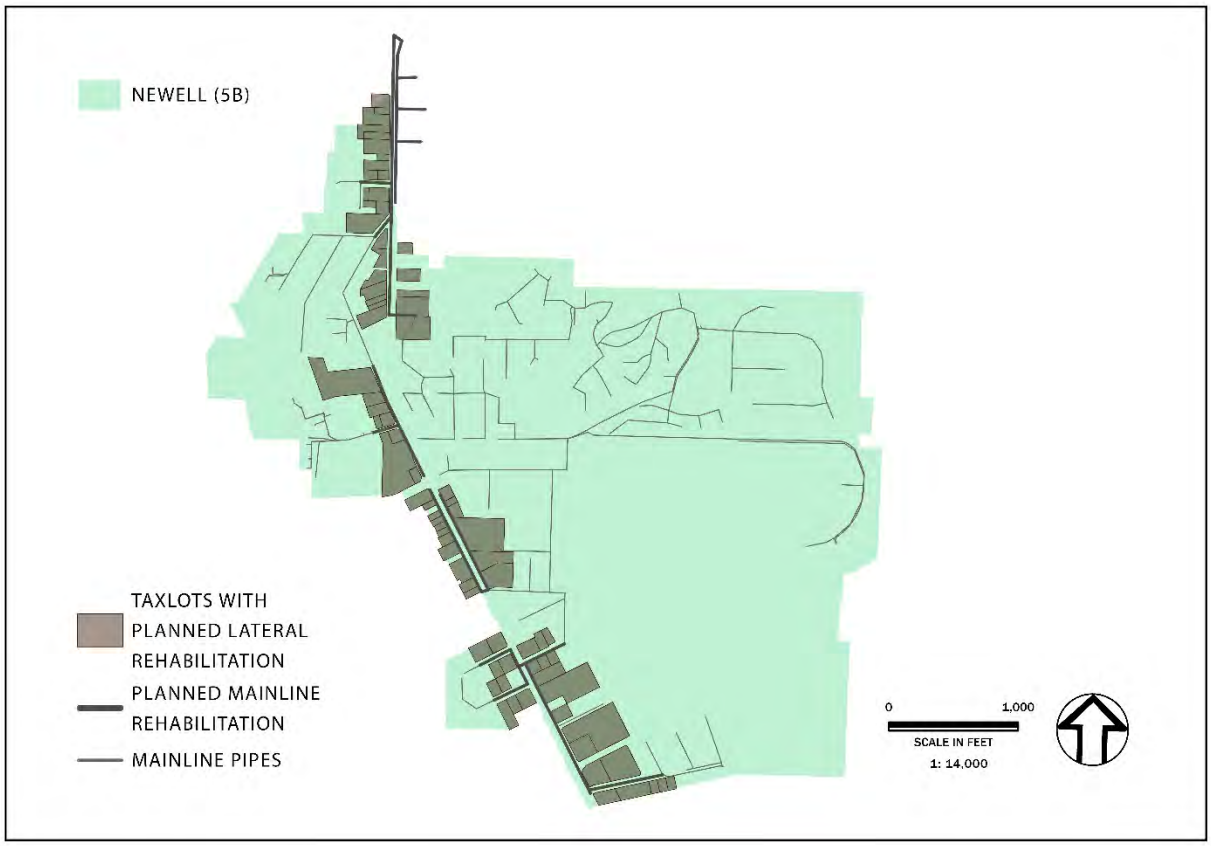


Figure 23: Basin 5B Rehabilitation Summary.

Basin 5B Flow Monitoring Data

Flow monitoring results for meter 5B is shown below in Figure 26. Peak flow at meter 5B was 1.1 mgd in 2023. An evaluation of dry period and RDII flows is discussed below.

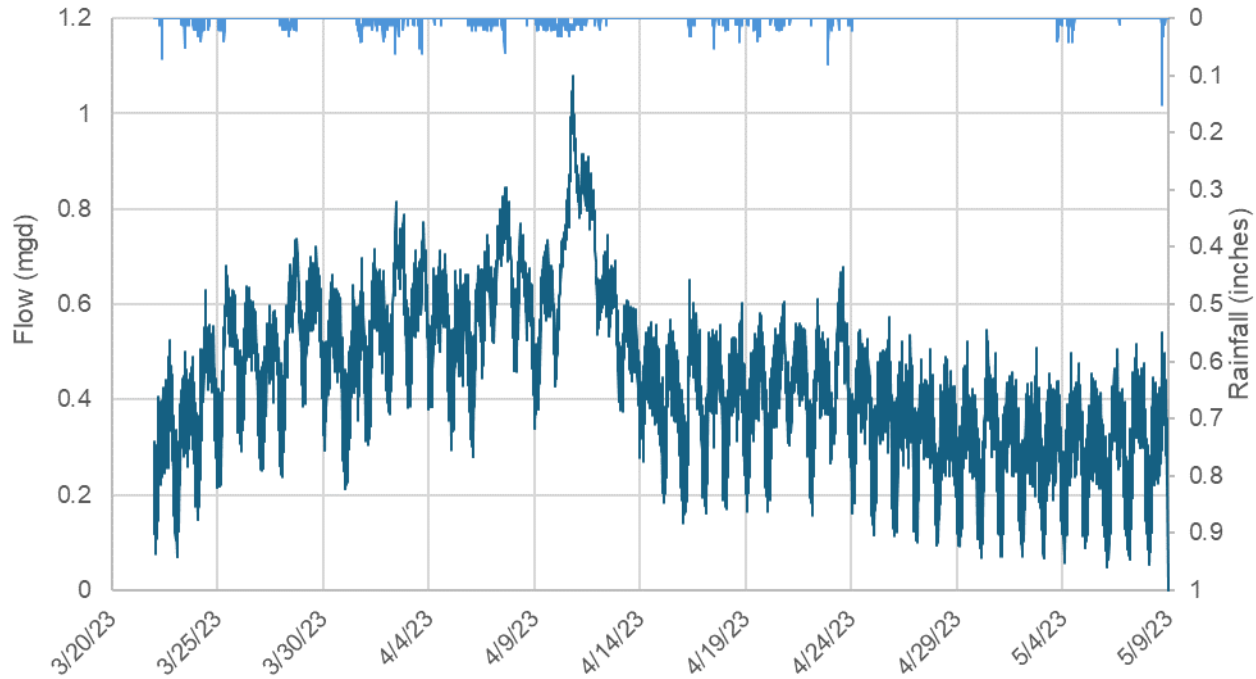


Figure 24: Meter 5B, 2023 Flow Monitoring Results.

Dry Period Flow Analysis

Observed flow during the 2023 dry period and simulated GWI and BWF are shown below in Figure 27. Whereas the flow at meters 8 and 10 decreased throughout the dry period, the meter 5B flow rate was relatively constant during the dry period. This may indicate that RDII decreases more quickly in Basin 5B compared to Basins 8 and 10.

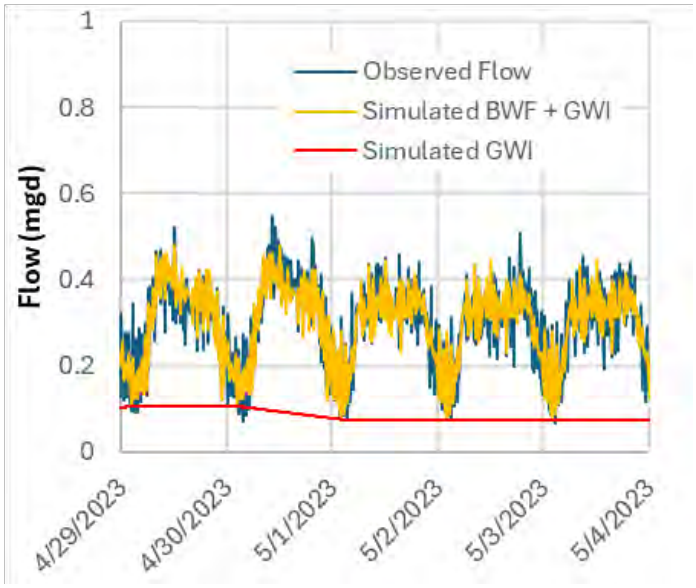


Figure 25: Meter 5B, 2023 Dry Weather Flow Monitoring and Simulation Results.

Average base wastewater flow and groundwater infiltration during the 2023 monitoring periods are shown below in Table 10: Meter 5B Base Flow and GWI., along with the values from the 2014 OC SSMP model. The 2023 values differ slightly from the model, likely because the 2014 model did not include flow monitoring at the meter 5B location, but instead metered at a downstream location and apportioned flows throughout the basin.

Table 10: Meter 5B Base Flow and GWI.

Parameter	2014 OC SSMP Model	2023 Monitoring Period
Average BWF (mgd)	0.11	0.21
Average GWI (mgd)	0.13	0.09
Average BWF + GWI	0.24	0.30

RDII Flow

The 2023 flow monitoring data was analysed using SSOAP as described previously. The simulated flow matches observed flow well during both smaller and larger rainfall events, as shown in Figure 28. The simulated and observed peak flow rate was 1.1 mgd.

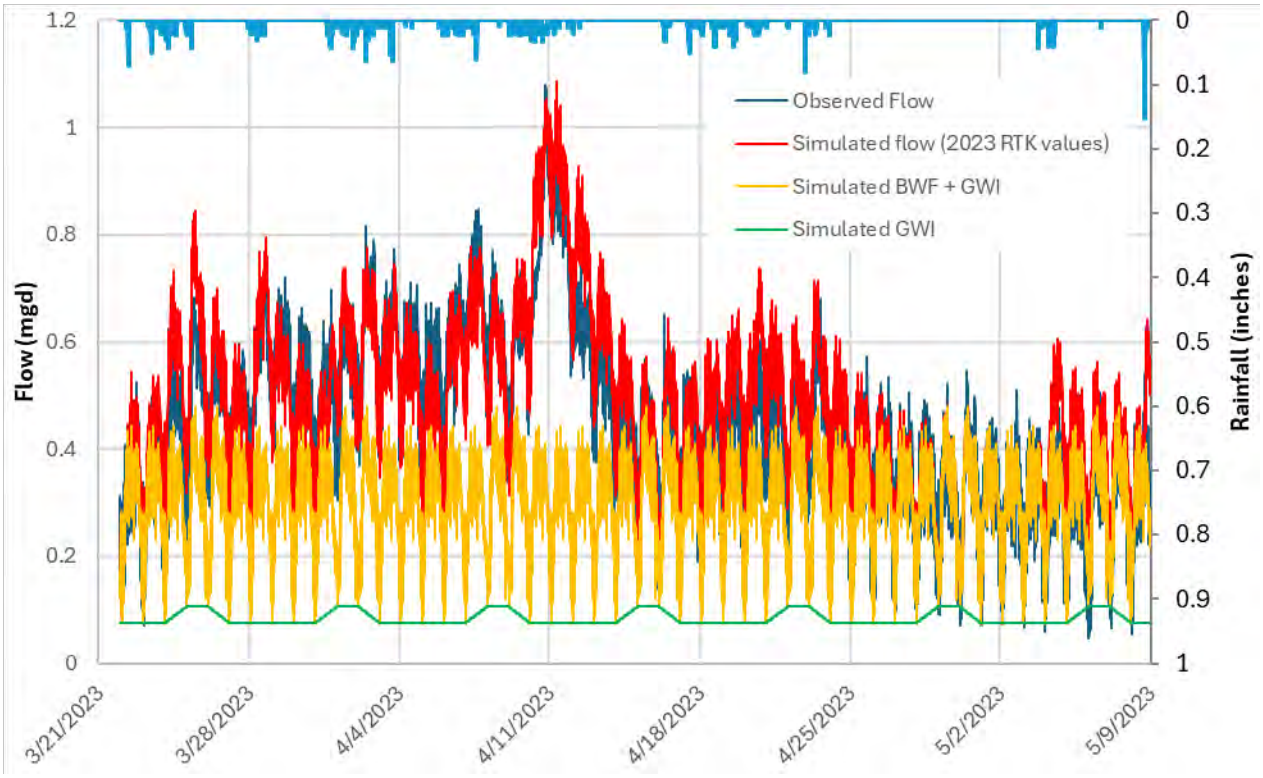


Figure 26: Basin 5B, 2023 Observed and Simulated Flow.

Basin 5B Peak Flow Projections

Peak 5-year storm RDII flow projections for basin 5B are shown below in Table 11. The 2014 OC SSMP model, the 2023 flow monitoring report, and the 2024 SSOAP model all resulted in similar peak flow rates. The 2019 WES SSMP estimated flow rates for Basin 5 only and are therefore not compared here.

Table 11: Basin 5B, 5 Year RDII Flow Projections.

Basin	Peak 5-Year Storm RDII Flow[a] (mgd)			RDII Rate (gpad)
	2014 OC SSMP	2023 Flow Monitoring Report	2024 SSOAP Model (2023 RTK)	2024 SSOAP Model (2023 RTK)
5B	1.9	1.8	1.7	9,800

a) These values are RDII flows only, and do not include BWF or GWI.
b) Peak 5-year storm flow for 2019 WES SSMP calculated based on the per acre RDII rate and net sewershed areas reported in tables 5-1 and 5-3 of the WES SSMP.

Because the WES SSMP did not include flow estimates for basin 5B, target RDII values were determined based on the pre-rehabilitation RDII estimated with the SSOAP model, shown in Table 12. The target RDII flow rate for basin 5b is 0.6 mgd.

Table 12: Basin 5B RDII Reduction Target.

Basin	Peak 5-Year Storm RDII Flow (mgd)	
	Pre-Rehabilitation RDII, SSOAP Model (2023 RTK)	Target RDII, 65% Reduction
5B	1.7	0.6

SECTION 7: BASINS 12 AND 12A EVALUATIONS

The Basin 12 and 12A evaluations include a summary of the condition assessment work, sewer rehabilitation work, and the flow monitoring efforts to date.

Basin 12 Condition Assessment Summary

Basin 12 has had little in the way of condition assessment as part of the I&I reduction program. Smoke testing was completed on approximately 20% of the combined Basin 12/12A area in August 2023. Across the 24k LF of smoke tested mainline, only one defect was identified, with the majority of smoke test hits coming from roof downspouts, catch basins, and private side laterals. Future condition assessment efforts in Basin 12/12A will include mainline CCTV and manhole inspections. The extents of smoke testing and identified smoke test defects are shown in Figure 29.

Additional CCTV and smoke testing has been scoped for the two basins and assessment efforts may help delineate projected rehabilitation needs. The area has been flagged for investigation of manhole conditions and efforts in this regard are ongoing. Manhole investigations are scheduled for early 2025 during wet weather months and will inform design efforts for a large manhole rehabilitation package scheduled for construction in early 2026.

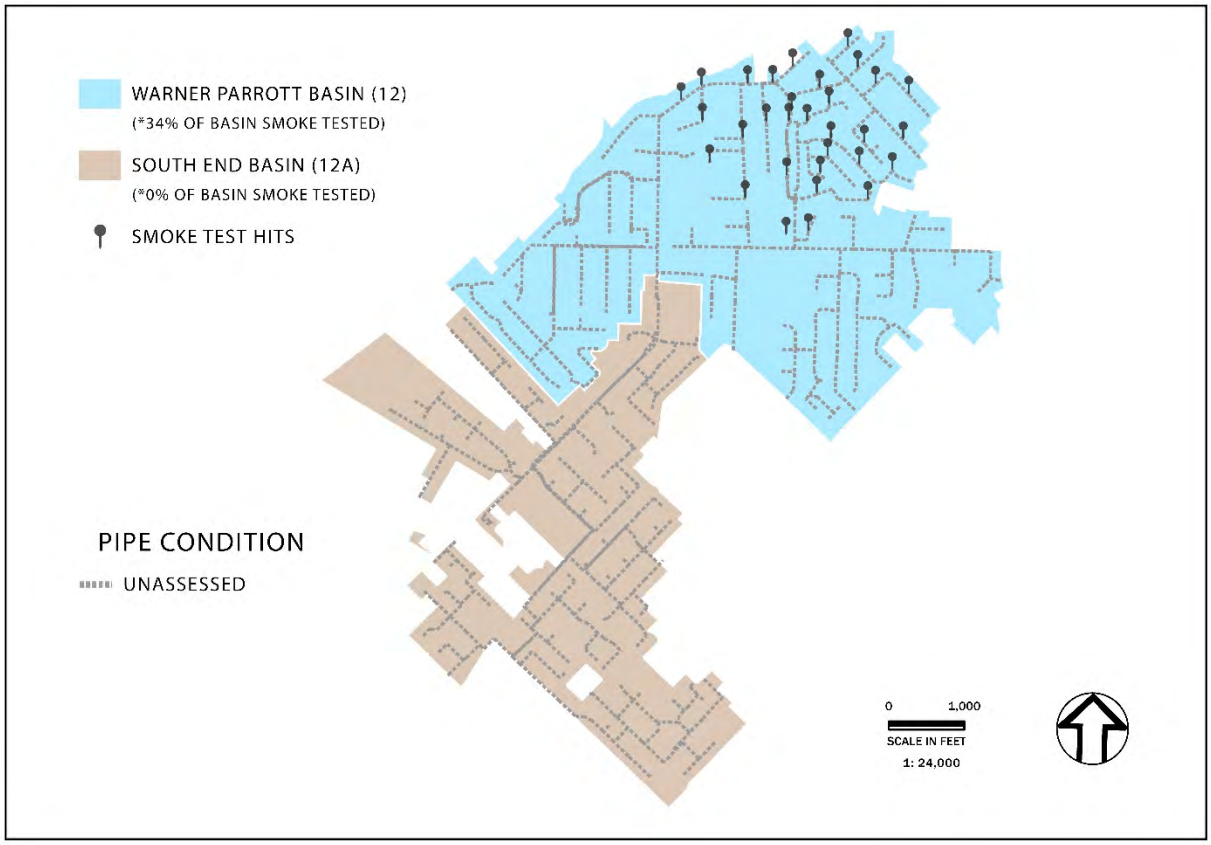


Figure 27: Basin 12 Condition Assessment.

Basin 12 Rehabilitation Summary

No rehabilitation work has occurred in Basins 12 or 12A to date. No rehabilitation projects are planned for the near term.

Basins 12 and 12A Flow Monitoring Data

Flow monitoring results for meter 12 is shown below in Figure 30. Note that meter 12 includes flow from both Basin 12 and the upstream Basin 12A. Peak flow at meter 12 was 2.8 mgd in 2024. Due to the poor data quality during the 2023 monitoring period, 2023 flows are not evaluated in this report. An evaluation of dry period and RDII flows is discussed below.

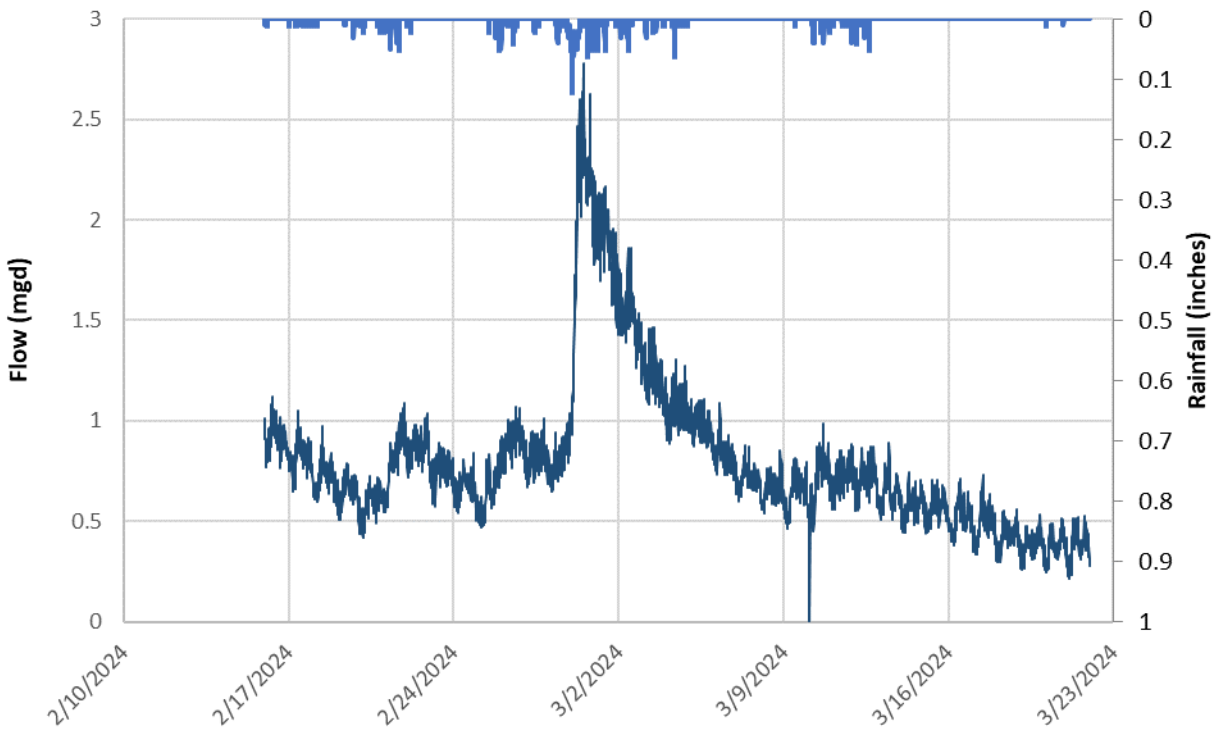


Figure 28: Meter 12, 2024 Flow Monitoring Results.

Dry Period Flow Analysis

Observed flow during the 2024 dry period and simulated GWI and BWF are shown below in Figure 31. The flow rate decreases slightly throughout the dry weather period. This indicates that RDII is still decreasing since the previous rainfall event, and therefore the actual GWI may be lower than estimated.

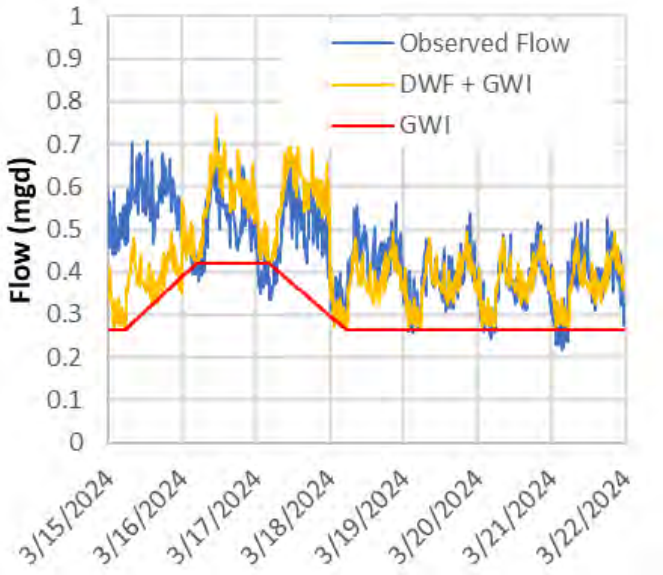


Figure 29: Meter 12, 2023 Dry Weather Flow Monitoring and Simulation Results.

Average base wastewater flow and groundwater infiltration from the 2023 and 2024 monitoring periods are shown below in Table 13, along with the values from the 2014 SSMP. Although the 2023 flow monitoring period was considered poor quality, it did agree well with the 2014 SSMP values. These values were slightly more than double compared to the values observed in the 2024 monitoring period. Additional flow monitoring is recommended to determine an accurate baseline.

Table 13: Meter 12 Base Flow and GWI.

Parameter	2014 SSMP Model	2023 Monitoring Period	2024 Monitoring Period
Average BWF (mgd)	0.32	0.33	0.12
Average GWI (mgd)	0.68	0.72	0.31
Average BWF + GWI (mgd)	1.0	1.1	0.43

RDII Flow

The 2024 flow monitoring data was analysed using SSOAP as described previously. The analysis was initially completed using the 2023 RTK values. However, the simulated flow using those values was significantly overestimated flow rates for all rainfall events. This is likely due to the fact that the SWMM model used to calibrate the 2023 RTK values showed surcharging and overflows because the pipe network was not updated to reflect upsized pipes. The analysis was then completed using the 2014 RTK values, shown in Figure 32. The simulated flows using the 2014 RTK values fit the data better, but still overpredicts flow rates.

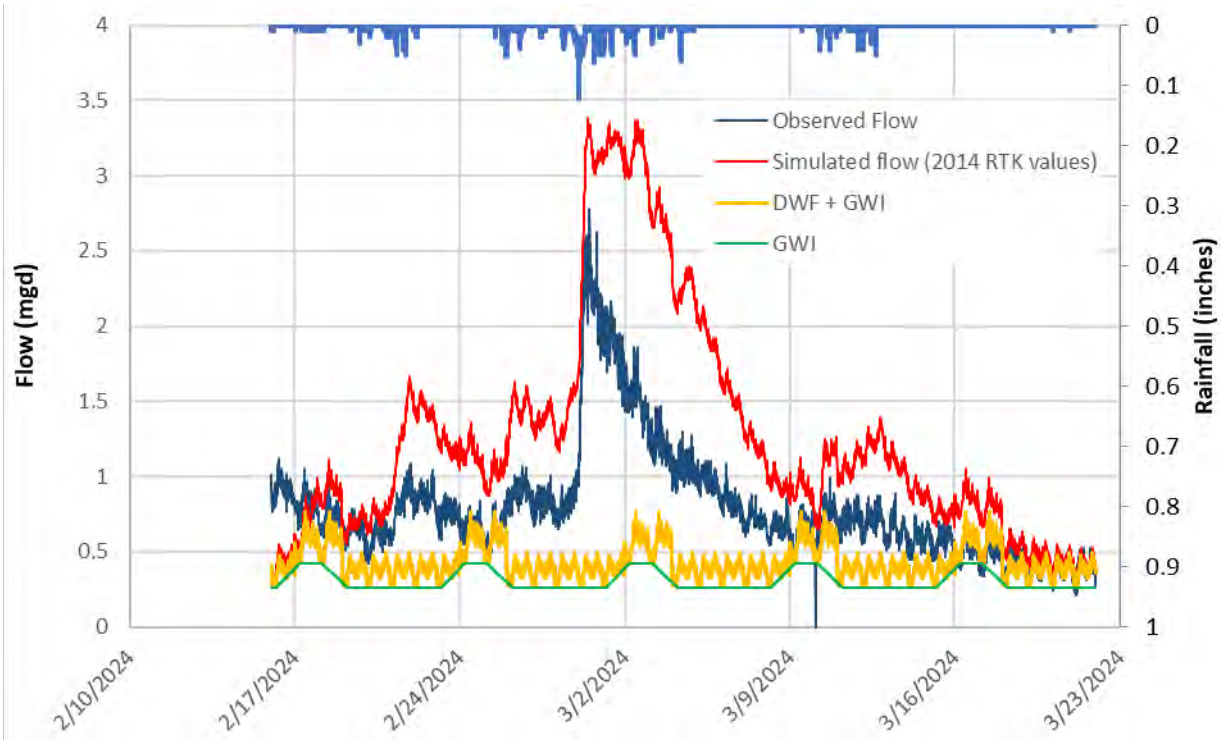


Figure 30: Meter 12, 2024 Observed and Simulated Flow, 2014 RTK Values.

The RTK values were recalibrated in SSOAP using the 2024 flow data, shown below in Figure 33. The simulated flows match the flows well during the peak rainfall event, but overestimate flow rates during smaller rainfall events. Note that a significant portion of flow into basin 12 originates from a pump station, which may impact the flow patterns and make calibration more difficult. In addition, ADS noted that there were brief periods of backwater conditions during the peak flow event of 2/20/2024. This could have impacted the calibration, as hydraulic conditions are not modeled in SSOAP. Recalibrating using SWMM software is recommended once additional flow monitoring is available.

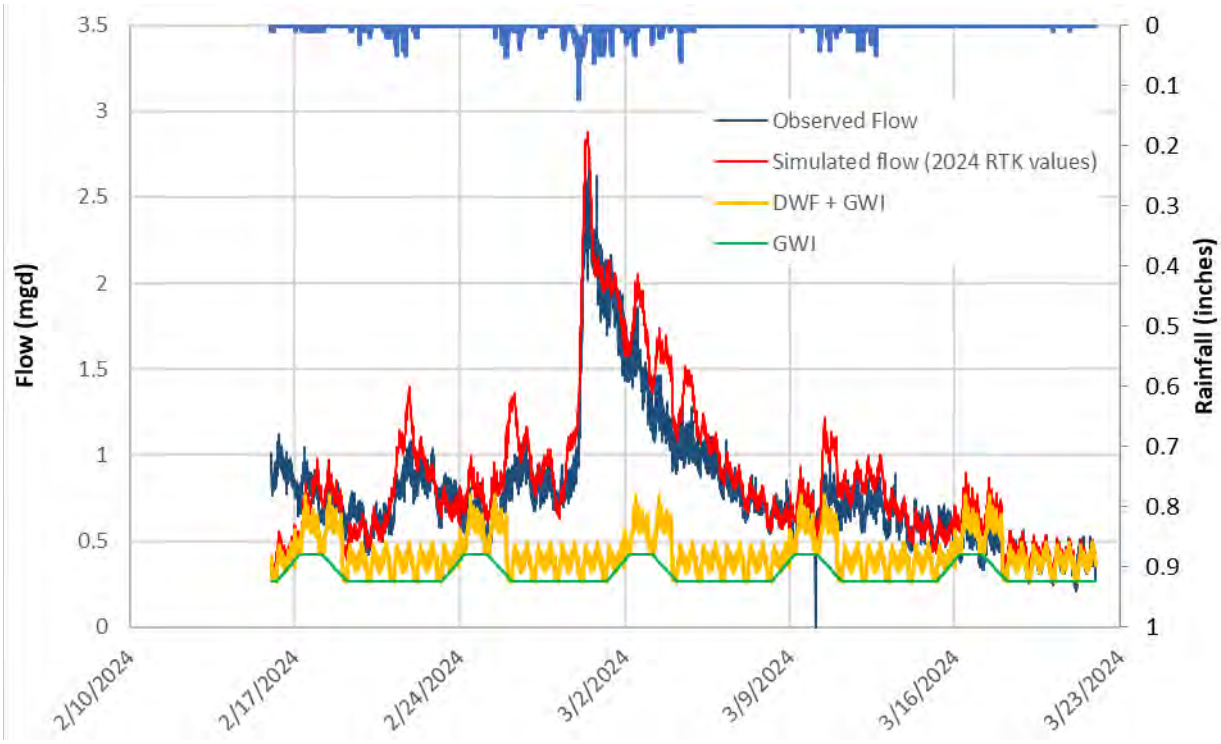


Figure 31: Meter 12, 2024 Observed and Simulated Flow, 2024 RTK Values.

Basin 12 Peak Flow Projections

Peak 5-year storm RDII flow projections for meter 12 are shown below in Table 14. The 2014 OC SSMP and the 2024 SSOAP model resulted in similar peak flow rates, but the 2023 flow monitoring report and the 2019 WES SSMP had significantly higher flow rates. Additional flow monitoring is recommended to improve calibration of the simulated flows.

Table 14: Basins 12 and 12A Peak 5-Year RDII Flow Projections.

Basin	Peak 5-Year Storm RDII Flow[a] (mgd)				RDII Rate (gpad)	
	2014 OC SSMP	2023 Flow Monitoring Report	2019 WES SSMP[b]	2024 SSOAP Model (2023 RTK)	2019 WES SSMP[b]	2024 SSOAP Model (2023 RTK)
12 + 12A	3.4	5.5	7.1	3.6	13,600	7,300

a) These values are RDII flows only, and do not include BWF or GWI.
b) Peak 5-year storm flow for 2019 WES SSMP calculated based on the per acre RDII rate and net sewershed areas reported in tables 5-1 and 5-3 of the WES SSMP.

The target RDII rate for the combined Basin 12 and 12A are shown below in Table 15. The combined target for Basins 12 and 12A is 2.5 mgd. Note that the RDII flow rate estimated by WES is significantly higher than other estimates, and results in a higher target flow rate. This target flow rate may decrease significantly if the 65% reduction goal is based on the peak flow value of 3.6 as estimated by the current SSOAP model.

Table 15: Basin 12 and 12A RDII Reduction Targets.

Basin	Peak 5-Year Storm RDII Flow (mgd)	
	Pre-Rehabilitation RDII, 2019 WES SSMP[b]	Target RDII, 65% Reduction
12 + 12A	7.1	2.5

SECTION 8: BASINS 5 AND 5A EVALUATIONS

The Basins 5 and 5A evaluation includes a summary of the condition assessment work and sewer rehabilitation work. Flow meter data for Basins 5 and 5A was not evaluated in detail as part of this effort, but flow data is presented for reference.

Basins 5 and 5A Condition Assessment Summary

Basin 5 is the largest of the basins contained within the reimbursable program boundaries. Only a small portion of the basin- totaling less than 10% of the mainline length- has had CCTV and condition assessment completed. Preliminary assessment indicates that extensive PVC replacement of mainline in the basin completed between 1988 and 2002 has held up well and the basin may not demand CIPP rehabilitation as required in other portion of the reimbursable program area. However, near basin-wide smoke testing indicates extensive private-side deficiencies to be addressed as part of the lateral replacement and downspout disconnection efforts. The results of the condition assessment on a scale from 1-5 and the identified smoke test defects are shown in Figure 34.

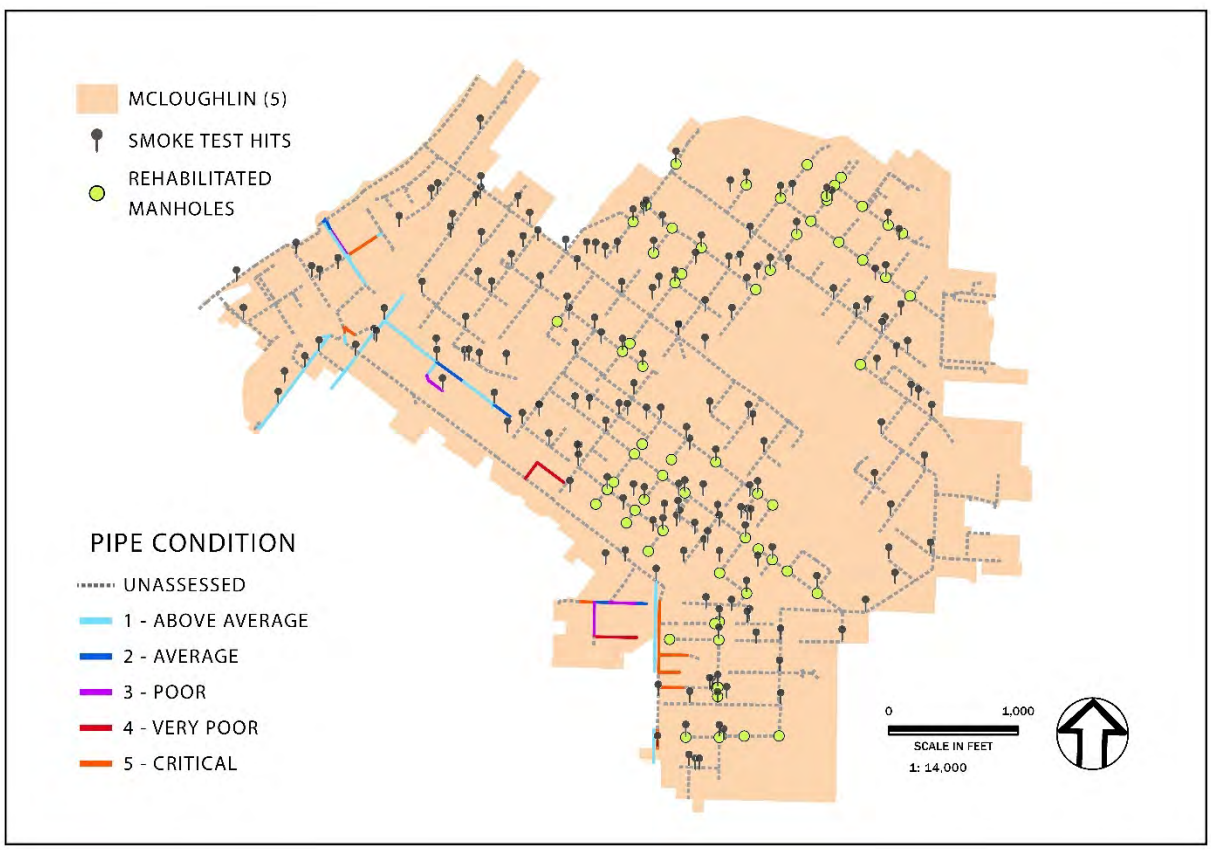


Figure 32: Basin 5 Condition Assessment.

CCTV has been completed on approximately 55% of the mainline in Basin 5A, with the remaining mainline scoped for CCTV in the next year. Condition assessment has not been completed on any of the

mainline videos at this time, but smoke testing has been completed throughout the basin. The mainline pipe segments that have been videoed to date and the identified smoke test defects are shown in Figure 35

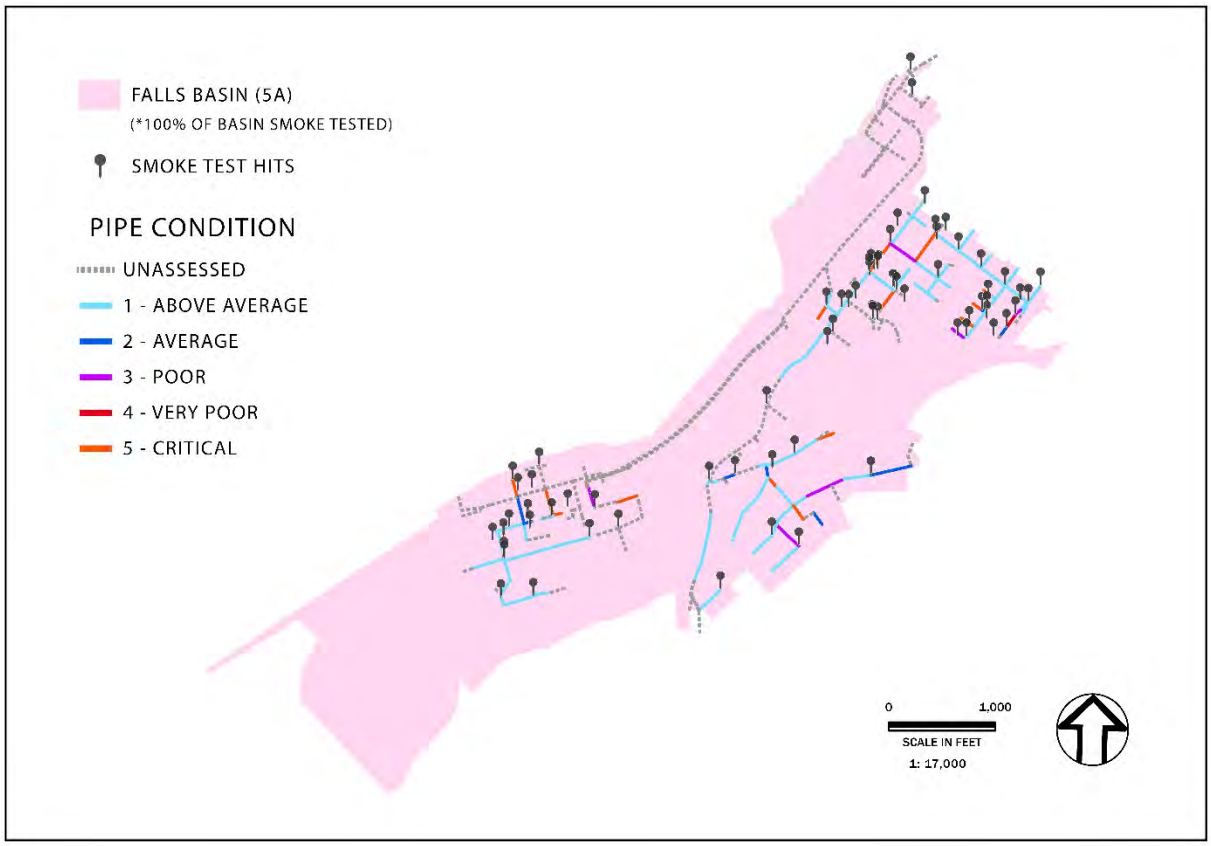


Figure 33: Basin 5A Condition Assessment.

Basins 5 and 5A Rehabilitation Summary

No mainline rehabilitation work has occurred in Basins 5 or 5A to date. However, a number of manholes within Basin 5 have received structural repair as part of the 2024 Manhole Rehabilitation program.

Two mainline rehabilitation projects are currently planned for Basin 5, totaling approximately 6,800 feet. The first package is currently in the preliminary design phase and is scheduled for construction in Spring of 2025. The second package is in the scoping phase and will not be designed and constructed until 2027. The two packages represent a relatively small portion of the basin – less than 10% of the total mainline length – but have been identified for rehabilitation based on other criteria such as pavement management and maintenance concerns. Basin 5 has seen considerable manhole rehabilitation efforts across 45% of the basin, with the remaining manholes scheduled for rehabilitation in Winter 2025.

Basin 5A has no scoped or scheduled rehabilitation packages. Based on assessed mainline conditions, there may be piecemeal rehabilitation of specific pipe segments in Basin 5A included in other rehabilitation packages. Manhole rehabilitation within the basin will occur based on identified maintenance concerns.

Basin 5 Flow Monitoring Data

Flow from Basin 5 is continuously monitored by the WES WI-22 flow meter. This flow meter measures flow in the Willamette Interceptor downstream of Basin 5, Basin 5A, Basin 5B, Basin 8, Basin 10, Basin 12, Basin 12A, and a portion of West Linn.

Flow from Basin 5A is continuously monitored by the WES CWall flow meter. This flow meter measures flow in the Willamette Interceptor upstream of the WI-22 flow meter, and receives flow from Basin 5A, Basin 12, and Basin 12A.

A detailed evaluation of flow data from Meter's WI-22 and CWall was not completed as part of this effort. Additional work is recommended to calibrate RTK values for these meters as well as all upstream meters. This work should be coordinated with WES to avoid duplicating efforts and to ensure that consistent methodologies are used. Flow meter data for the two WES flow meters is shown below for the 2024 monitoring periods as a reference.

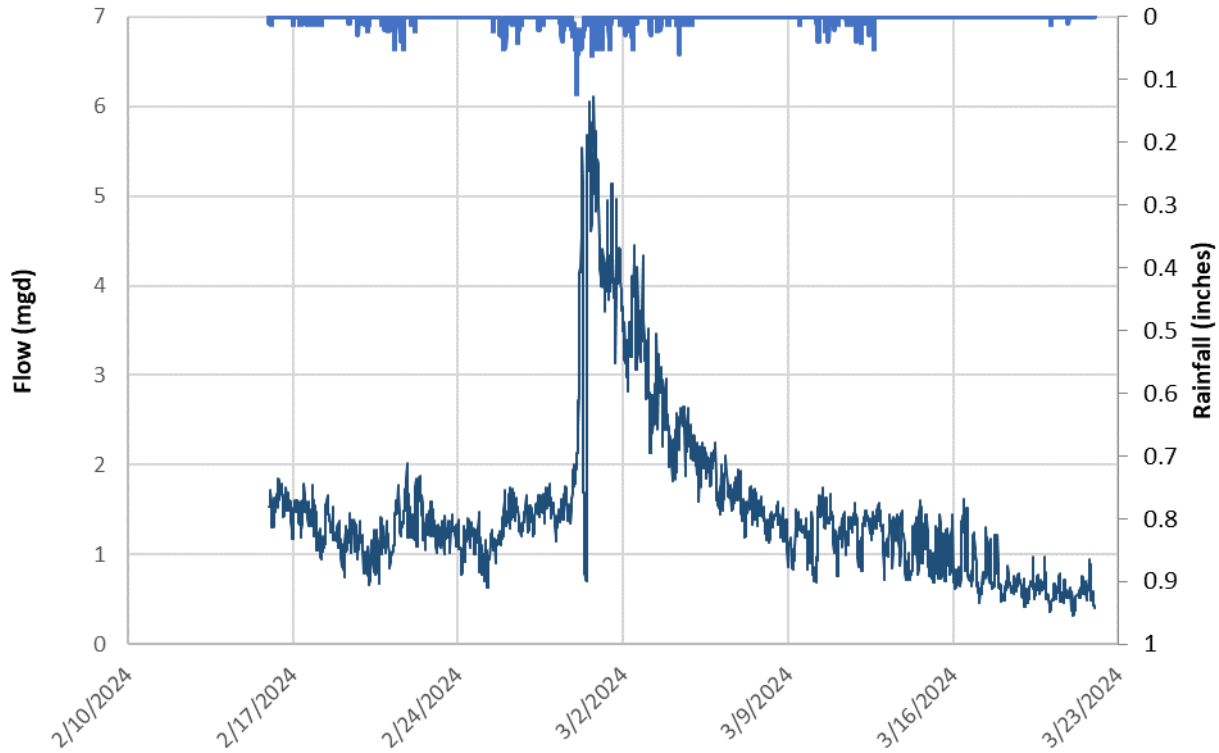


Figure 34: Meter C Wall, 2024 Flow Monitoring Results.

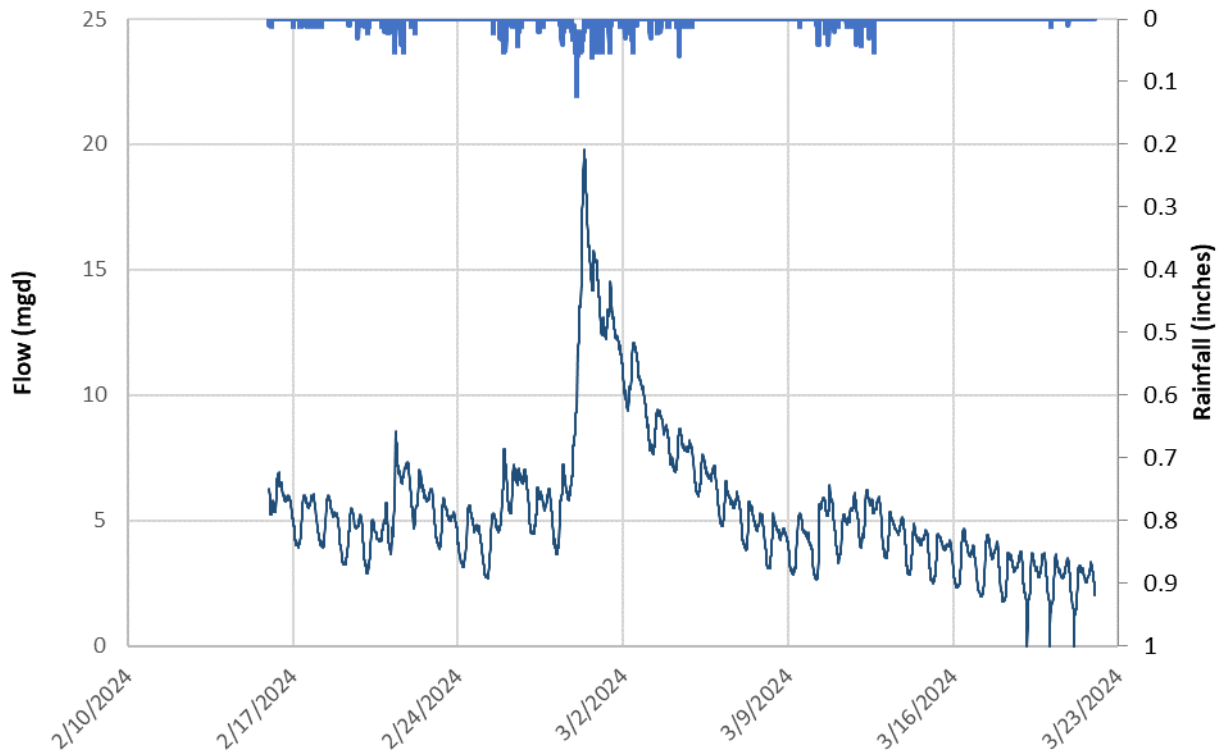


Figure 35: Meter WI-22, 2024 Flow Monitoring Results.

SECTION 9: CONCLUSION AND RECOMMENDATIONS

Conclusions and recommendations of the flow monitoring efforts are described below.

All Basins

- Evaluating WES flow monitoring data is recommended, as the longer periods of data available from the WES flow meters may increase the accuracy of the analysis. This will also allow for an analysis of basins 5 and 5A. Calibration of metered basins may also be improved by correlating flow volume ratios before and after rehabilitation projects. Coordinating with WES for these efforts is recommended to ensure consistency and to avoid duplicating efforts.
- The short flow monitoring periods may result in poorly calibrated models. As seen in Basin 10, calibrating the model to small storm events does not accurately predict peak flows. Longer monitoring periods may capture peak flows, which could allow more accurate prediction of peak 5-year RDII. The following modeling scenarios should be considered:
    - Continue with similar quantity of meters and similar duration monitoring. This has the advantage of being cheaper and may be sufficient if larger rainfall events are captured. However, the limited duration may give incomplete view of hydrologic response.
    - Install fewer meters, but for a longer duration. This has the advantage of increasing confidence in the analysis and calibration, but the smaller resolution may make it more difficult to evaluate all basins where rehabilitation work is being completed.
    - Install a similar quantity of meters for a longer duration. This has the advantage of increasing confidence in the analysis and calibration for all basins, but at an increased cost that may reach diminishing returns on investment.

Basins 8 and 10

- Rehabilitation of 25% of mainline and 13% of laterals appears to have been successful in reducing RDII by approximately 33% in Basin 8. This indicates that the planned rehabilitation projects are on track to reduce RDII by the 65% target.
- Based on the apparent reduction of RDII in Basin 10 despite no sewer rehabilitation work, 33% RDII reduction value may be an overestimate. A portion of the I&I reduction may be due to differing hydrological conditions between the two monitoring periods used for the RTK calibration.
- Due to the timing of the flow monitoring in Basin 10, the effectiveness of the completed mainline rehabilitation project cannot be determined.
- The simulated flow in Basin 10 based on RTK values calibrated to 2023 flow data did not fit the 2024 flow data well. The model was recalibrated to both 2023 flow and 2024 flow but underestimated peak flow in 2023 and overestimated peak flow in 2024. This indicates limitations with the RTK method. Longer periods of flow monitoring may be able to improve model calibration.
- Wet weather flow monitoring may be considered for Basin 8 in 2025 following the manhole

rehabilitation work. This would allow for an analysis of the RDII reduction of manhole rehabilitation.

- Wet weather flow monitoring is recommended for Basin 10 in 2025 following the lateral rehabilitation work. This will allow for an analysis of the I&I reduction due to lateral replacement alone.
- A slight downward trend of GWI was observed in Basins 8 and 10. Future dry period flows during the wet season should be analysed to determine whether this trend continues as rehabilitation work proceeds, or if the trend is due to variability in the data.

Basin 5B

- Wet weather flow monitoring is recommended for Basin 5B following the mainline and lateral rehabilitation work that is planned to be completed in early 2025. This will allow for an analysis of the RDII reduction of that work.

Basins 12 and 12A

- Wet weather flow monitoring for Basin 12 is recommended in 2025. This will provide better confidence in the data, given the discrepancies between the 2023 and 2024 flow data.
- Installation of a flow meter at the Parrish Road Pump Station is recommended to allow for an analysis of flow from Basin 12A.

Basins 5 and 5A

- Collaboration with WES is recommended to continue calibrating the RTK values for the WES C-Wall, WI-22, and Mill St. flow meters. This will allow for an analysis RDII reduction in Basins 5 and 5A. In addition, evaluating data from the WI-22 meter will allow for an evaluation of the total RDII reduction in all the target basins.

Appendix D

FY 2024-2025 Budget (through April 2025)

Project PTD Figures

OC23-I I.01 Program Administration	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	353,462.85	328,228.03	25,234.82		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	353,462.85	328,228.03	25,234.82	14,246.98	342,475.01
Consultant (OCC)	33,651.50	20,593.55	13,057.95	0.00	20,593.55
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	2,488.05	2,709.20	-221.15	0.00	2,709.21
Total	389,602.40	351,530.78	38,071.62	14,246.98	365,777.77
Non Reim./Write Off					0.01
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					2,351.60

OC23-I I.01.01 Administration	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	132,604.06	79,733.37	52,870.69		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	132,604.06	79,733.37	52,870.69	1,079.76	80,813.13
Brown and Caldwell	*5,250.00*	*0.00*	*5,250.00*	*0.00*	*0.00*
JLA Public Involvement, Inc.	*3,151.50*	*3,130.35*	*21.15*	*0.00*	*3,130.35*
Keller Associates, Inc.	*5,250.00*	*3,068.63*	*2,181.37*	*0.00*	*3,068.63*
Leeway Engineering Solutions, LLC	*20,000.00*	*14,394.57*	*5,605.43*	*0.00*	*14,394.57*
Consultant (OCC)	33,651.50	20,593.55	13,057.95	0.00	20,593.55
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	1,503.44	1,503.44	0.00	0.00	1,503.45
Total	167,759.00	101,830.36	65,928.64	1,079.76	102,910.13
Non Reim./Write Off					0.01
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					600.90

Project PTD Figures

OC23-I I.01.02 Program Meetings	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	118,814.59	161,950.97	-43,136.38		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	118,814.59	161,950.97	-43,136.38	3,638.98	165,589.95
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	984.61	1,131.57	-146.96	0.00	1,131.57
Total	119,799.20	163,082.54	-43,283.34	3,638.98	166,721.52
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					1,049.90

OC23-I I.01.03 Monthly Reports and Invoicing	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	27,632.20	27,398.47	233.73		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	27,632.20	27,398.47	233.73	478.74	27,877.21
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	27,632.20	27,398.47	233.73	478.74	27,877.21
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					152.80

Project PTD Figures

OC23-I I.01.04 Annual Report	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	44,412.00	59,145.22	-14,733.22		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	44,412.00	59,145.22	-14,733.22	9,049.50	68,194.72
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	74.19	-74.19	0.00	74.19
Total	44,412.00	59,219.41	-14,807.41	9,049.50	68,268.91
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					548.00

OC23-I I.01.05 Additional Services - Program Administration	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	30,000.00	0.00	30,000.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	30,000.00	0.00	30,000.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	30,000.00	0.00	30,000.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.02 Program Management	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	699,700.90	591,568.22	108,132.68		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	699,700.90	591,568.22	108,132.68	22,928.39	614,496.61
Consultant (OCC)	532,879.50	366,383.81	166,495.69	0.00	366,383.81
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	382.74	2,833.17	-2,450.43	0.00	2,833.17
Total	1,232,963.14	960,785.20	272,177.94	22,928.39	983,713.59
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					4,576.70

OC23-I I.02.01 Public Outreach	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	67,957.83	117,852.97	-49,895.14		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	67,957.83	117,852.97	-49,895.14	3,514.27	121,367.24
JLA Public Involvement, Inc.	*107,100.00*	*65,964.33*	*41,135.67*	*0.00*	*65,964.33*
Consultant (OCC)	107,100.00	65,964.33	41,135.67	0.00	65,964.33
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	2,110.09	-2,110.09	0.00	2,110.09
Total	175,057.83	185,927.39	-10,869.56	3,514.27	189,441.66
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					796.95

OC23-I I.02.02 CCTV Program	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	67,686.57	50,608.64	17,077.93		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	67,686.57	50,608.64	17,077.93	679.77	51,288.41
Pacific Int-R-Tek	*114,858.07*	*114,858.07*	*0.00*	*0.00*	*114,858.07*
Pro-Vac, LLC	*40,781.00*	*0.00*	*40,781.00*	*0.00*	*0.00*
Consultant (OCC)	208,750.00	114,858.07	93,891.93	0.00	114,858.07
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	276,436.57	165,466.71	110,969.86	679.77	166,146.48
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			

Project PTD Figures

Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					363.90
OC23-I I.02.03 Basin Condition Assessment	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	348,924.63	248,847.30	100,077.33		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	348,924.63	248,847.30	100,077.33	16,060.93	264,908.23
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	348,924.63	248,847.30	100,077.33	16,060.93	264,908.23
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					2,354.35
OC23-I I.02.04 Smoke Testing Program	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	43,554.00	28,114.96	15,439.04		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	43,554.00	28,114.96	15,439.04	0.00	28,114.96
Keller Associates, Inc.	*109,757.00*	*164,488.20*	*-54,731.20*	*0.00*	*164,488.20*
Consultant (OCC)	188,492.50	164,488.20	24,004.30	0.00	164,488.20
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	407.29	-407.29	0.00	407.29
Total	232,046.50	193,010.45	39,036.05	0.00	193,010.45
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					184.10

Project PTD Figures

OC23-I I.02.05 Downspout Disconnection	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	49,227.00	3,398.35	45,828.65		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	49,227.00	3,398.35	45,828.65	0.00	3,398.35
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	49,227.00	3,398.35	45,828.65	0.00	3,398.35
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					20.50

OC23-I I.02.06 Manhole Sealing Pilot Program	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	60,340.87	60,340.87	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	60,340.87	60,340.87	0.00	0.00	60,340.87
MacKay Sposito	*11,931.00*	*6,132.00*	*5,799.00*	*0.00*	*6,132.00*
Consultant (OCC)	6,132.00	6,132.00	0.00	0.00	6,132.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	282.74	282.74	0.00	0.00	282.74
Total	66,755.61	66,755.61	0.00	0.00	66,755.61
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					411.30

OC23-I I.02.07 Develop Project Design Criteria	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	62,010.00	82,405.13	-20,395.13		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	62,010.00	82,405.13	-20,395.13	2,673.42	85,078.55
Geotechnical Resources, Inc.	*10,500.00*	*10,482.94*	*17.06*	*0.00*	*10,482.94*
Leeway Engineering Solutions, LLC	*4,001.00*	*1,459.47*	*2,541.53*	*0.00*	*1,459.47*
MacKay Sposito	*0.00*	*2,998.80*	*-2,998.80*	*0.00*	*2,998.80*
Consultant (OCC)	22,405.00	14,941.21	7,463.79	0.00	14,941.21
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	33.05	66.95	0.00	33.05
Total	84,515.00	97,379.39	-12,864.39	2,673.42	100,052.81
Non Reim./Write Off					0.00
Other Revenue		0.00			

Project PTD Figures

Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					445.60
OC23-I I.02.08 Additional Services - Program Management	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.03 Flow Monitoring and Analysis	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	91,725.56	84,377.28	7,348.28		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	91,725.56	84,377.28	7,348.28	191.73	84,569.01
Consultant (OCC)	200,204.44	129,339.77	70,864.67	10,786.49	140,126.26
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	7,642.00	-7,642.00	0.00	7,642.00
Total	291,930.00	221,359.05	70,570.95	10,978.22	232,337.27
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					498.00
OC23-I I.03.01 Flow Monitoring and Analysis	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	81,725.56	80,582.67	1,142.89		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	81,725.56	80,582.67	1,142.89	191.73	80,774.40
ADS LLC	*68,670.00*	*35,010.92*	*33,659.08*	*10,786.49*	*45,797.41*
BHC Consultants LLC	*22,512.00*	*0.00*	*22,512.00*	*0.00*	*0.00*
Leeway Engineering Solutions, LLC	*67,272.15*	*67,272.15*	*0.00*	*0.00*	*67,272.15*
Consultant (OCC)	158,454.15	102,283.07	56,171.08	10,786.49	113,069.56

Project PTD Figures

Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	7,642.00	-7,642.00	0.00	7,642.00
Total	240,179.71	190,507.74	49,671.97	10,978.22	201,485.96
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					476.30
OC23-I I.03.02 Flow Modeling	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	10,000.00	3,794.61	6,205.39		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	10,000.00	3,794.61	6,205.39	0.00	3,794.61
BHC Consultants LLC	*41,750.29*	*27,056.70*	*14,693.59*	*0.00*	*27,056.70*
Consultant (OCC)	41,750.29	27,056.70	14,693.59	0.00	27,056.70
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	51,750.29	30,851.31	20,898.98	0.00	30,851.31
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					21.70
OC23-I I.04 Design Pkg 1 - Linn Basin SS #1	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	67,144.28	89,140.18	-21,995.90		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	67,144.28	89,140.18	-21,995.90	1,220.10	90,360.28
Consultant (OCC)	310,753.00	276,440.19	34,312.81	0.00	276,440.19
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	8.25	91.75	0.00	8.25
Total	377,997.28	365,588.62	12,408.66	1,220.10	366,808.72
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					517.60

Project PTD Figures

OC23-I I.04.01 Design Services for Construction Pkg 1	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	3,821.98	3,907.54	-85.56		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	3,821.98	3,907.54	-85.56	0.00	3,907.54
Leeway Engineering Solutions, LLC	*40,601.00*	*40,514.44*	*86.56*	*0.00*	*40,514.44*
Consultant (OCC)	40,600.00	40,514.44	85.56	0.00	40,514.44
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	44,421.98	44,421.98	0.00	0.00	44,421.98
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					31.70

OC23-I I.04.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.04.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.04.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Geotechnical Resources, Inc.	*3,675.00*	*3,654.00*	*21.00*	*0.00*	*3,654.00*
Consultant (OCC)	3,654.00	3,654.00	0.00	0.00	3,654.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	3,654.00	3,654.00	0.00	0.00	3,654.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.04.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.04.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	13,993.10	14,053.84	-60.74		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	13,993.10	14,053.84	-60.74	0.00	14,053.84
Leeway Engineering Solutions, LLC	*3,110.00*	*3,049.26*	*60.74*	*0.00*	*3,049.26*
Consultant (OCC)	3,110.00	3,049.26	60.74	0.00	3,049.26
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	17,103.10	17,103.10	0.00	0.00	17,103.10
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					75.90

OC23-I I.04.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	48,829.20	71,178.80	-22,349.60		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	48,829.20	71,178.80	-22,349.60	1,220.10	72,398.90
Archaeological Investigations NW, Inc.	*5,750.46*	*4,958.64*	*791.82*	*0.00*	*4,958.64*
Leeway Engineering Solutions, LLC	*94,130.00*	*94,084.82*	*45.18*	*0.00*	*94,084.82*
MacKay Sposito	*127,241.00*	*114,221.33*	*13,019.67*	*0.00*	*114,221.33*
Consultant (OCC)	237,789.00	213,264.79	24,524.21	0.00	213,264.79
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	8.25	91.75	0.00	8.25
Total	286,718.20	284,451.84	2,266.36	1,220.10	285,671.94
Non Reim./Write Off					0.00
Other Revenue		0.00			

Project PTD Figures

Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					410.00
OC23-I I.04.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Compass Land Surveyors, Inc.	*12,600.00*	*0.00*	*12,600.00*	*0.00*	*0.00*
Leeway Engineering Solutions, LLC	*13,001.00*	*0.00*	*13,001.00*	*0.00*	*0.00*
Morgan Holen & Associates LLC	*3,150.00*	*0.00*	*3,150.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*5,250.00*	*0.00*	*5,250.00*	*0.00*	*0.00*
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.04.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	500.00	0.00	500.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	500.00	0.00	500.00	0.00	0.00
Compass Land Surveyors, Inc.	*13,200.00*	*2,979.90*	*10,220.10*	*0.00*	*2,979.90*
Leeway Engineering Solutions, LLC	*13,000.00*	*12,977.80*	*22.20*	*0.00*	*12,977.80*
Consultant (OCC)	25,600.00	15,957.70	9,642.30	0.00	15,957.70
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	26,100.00	15,957.70	10,142.30	0.00	15,957.70
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.05 Design Pkg 2 - Linn Basin SS #2	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	355,848.06	286,383.59	69,464.47		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	355,848.06	286,383.59	69,464.47	11,003.30	297,386.89
Consultant (OCC)	255,468.29	174,813.75	80,654.54	3,689.44	178,503.19
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	417.66	-317.66	0.00	417.66
Total	611,416.35	461,615.00	149,801.35	14,692.74	476,307.74
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					1,897.80

OC23-I I.05.01 Design Services for Construction Pkg 2	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	156,843.07	277,006.51	-120,163.44		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	156,843.07	277,006.51	-120,163.44	11,003.30	288,009.81
Kramer Gehlen and Associates, Inc.	*18,775.00*	*16,024.32*	*2,750.68*	*3,689.44*	*19,713.76*
PACE Engineers, Inc.	*0.00*	*6,286.35*	*-6,286.35*	*0.00*	*6,286.35*
Consultant (OCC)	0.00	22,310.67	-22,310.67	3,689.44	26,000.11
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	417.66	-417.66	0.00	417.66
Total	156,843.07	299,734.84	-142,891.77	14,692.74	314,427.58
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					1,838.10

Project PTD Figures

OC23-I I.05.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.05.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	195.60	195.60	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	195.60	195.60	0.00	0.00	195.60
Leeway Engineering Solutions, LLC	*7,001.00*	*4,180.90*	*2,820.10*	*0.00*	*4,180.90*
Consultant (OCC)	7,000.00	4,180.90	2,819.10	0.00	4,180.90
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	7,195.60	4,376.50	2,819.10	0.00	4,376.50
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					1.50

OC23-I I.05.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	5,095.90	45.90	5,050.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	5,095.90	45.90	5,050.00	0.00	45.90
Geotechnical Resources, Inc.	*9,495.00*	*122,144.03*	*-112,649.03*	*0.00*	*122,144.03*
PACE Engineers, Inc.	*7,502.00*	*17,077.20*	*-9,575.20*	*0.00*	*17,077.20*
Consultant (OCC)	127,715.90	139,221.23	-11,505.33	0.00	139,221.23
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	132,811.80	139,267.13	-6,455.33	0.00	139,267.13
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			

Project PTD Figures

Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.50
OC23-I I.05.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	8,507.68	9,135.58	-627.90		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	8,507.68	9,135.58	-627.90	0.00	9,135.58
Epic Land Solutions, Inc.	*7,631.00*	*7,602.39*	*28.61*	*0.00*	*7,602.39*
Consultant (OCC)	7,602.39	7,602.39	0.00	0.00	7,602.39
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	16,110.07	16,737.97	-627.90	0.00	16,737.97
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					57.70
OC23-I I.05.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	7,408.50	0.00	7,408.50		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	7,408.50	0.00	7,408.50	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	7,408.50	0.00	7,408.50	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.05.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	145,000.00	0.00	145,000.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	145,000.00	0.00	145,000.00	0.00	0.00
MacKay Sposito	*65,000.00*	*0.00*	*65,000.00*	*0.00*	*0.00*
Consultant (OCC)	110,000.00	0.00	110,000.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	0.00	100.00	0.00	0.00

Project PTD Figures

Total	255,100.00	0.00	255,100.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.05.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	14,897.31	0.00	14,897.31		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	14,897.31	0.00	14,897.31	0.00	0.00
Morgan Holen & Associates LLC	*1,050.00*	*947.31*	*102.69*	*0.00*	*947.31*
Todd Prager & Associates, LLC	*1,050.00*	*551.25*	*498.75*	*0.00*	*551.25*
Consultant (OCC)	1,050.00	1,498.56	-448.56	0.00	1,498.56
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	15,947.31	1,498.56	14,448.75	0.00	1,498.56
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.05.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	17,900.00	0.00	17,900.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	17,900.00	0.00	17,900.00	0.00	0.00
Morgan Holen & Associates LLC	*2,100.00*	*0.00*	*2,100.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*2,100.00*	*0.00*	*2,100.00*	*0.00*	*0.00*
Consultant (OCC)	2,100.00	0.00	2,100.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	20,000.00	0.00	20,000.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.06 Design Pkg 3 - Molalla	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	336,624.56	358,874.16	-22,249.60		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	336,624.56	358,874.16	-22,249.60	5,458.31	364,332.47
Consultant (OCC)	228,916.66	181,866.73	47,049.93	0.00	181,866.73
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	1,143.78	1,004.49	139.29	0.00	1,004.49
Total	566,685.00	541,745.38	24,939.62	5,458.31	547,203.69
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					2,177.70

OC23-I I.06.01 Design Services for Construction Pkg 3	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	187,242.36	187,242.36	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	187,242.36	187,242.36	0.00	0.00	187,242.36
Compass Land Surveyors, Inc.	*5,451.00*	*5,202.75*	*248.25*	*0.00*	*5,202.75*
Morgan Holen & Associates LLC	*2,625.00*	*2,187.41*	*437.59*	*0.00*	*2,187.41*
Consultant (OCC)	7,390.16	7,390.16	0.00	0.00	7,390.16
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	143.78	143.78	0.00	0.00	143.78
Total	194,776.30	194,776.30	0.00	0.00	194,776.30
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					1,226.30

Project PTD Figures

OC23-I I.06.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	9,746.46	9,746.46	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	9,746.46	9,746.46	0.00	0.00	9,746.46
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	9,746.46	9,746.46	0.00	0.00	9,746.46
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					56.60

OC23-I I.06.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	3,156.17	3,156.17	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	3,156.17	3,156.17	0.00	0.00	3,156.17
Leeway Engineering Solutions, LLC	*13,650.00*	*4,735.50*	*8,914.50*	*0.00*	*4,735.50*
Consultant (OCC)	4,735.50	4,735.50	0.00	0.00	4,735.50
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	7,891.67	7,891.67	0.00	0.00	7,891.67
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					14.10

Project PTD Figures

OC23-I I.06.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	5,336.52	5,336.52	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	5,336.52	5,336.52	0.00	0.00	5,336.52
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	5,336.52	5,336.52	0.00	0.00	5,336.52
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					37.40

OC23-I I.06.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.06.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	3,997.40	1,987.40	2,010.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	3,997.40	1,987.40	2,010.00	0.00	1,987.40
Ben Thomas	*0.00*	*2,010.00*	*-2,010.00*	*0.00*	*2,010.00*
Consultant (OCC)	0.00	2,010.00	-2,010.00	0.00	2,010.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	3,997.40	3,997.40	0.00	0.00	3,997.40
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			

Project PTD Figures

Unapplied Advances					
Labor % Complete	0.00%				
Hours					11.80
OC23-I I.06.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	127,145.65	151,405.25	-24,259.60		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	127,145.65	151,405.25	-24,259.60	5,458.31	156,863.56
Ben Thomas	*0.00*	*10,050.00*	*-10,050.00*	*0.00*	*10,050.00*
Geotechnical Resources, Inc.	*4,490.00*	*2,519.42*	*1,970.58*	*0.00*	*2,519.42*
MacKay Sposito	*208,301.00*	*154,724.59*	*53,576.41*	*0.00*	*154,724.59*
Consultant (OCC)	212,791.00	167,294.01	45,496.99	0.00	167,294.01
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	1,000.00	860.71	139.29	0.00	860.71
Total	340,936.65	319,559.97	21,376.68	5,458.31	325,018.28
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					831.50
OC23-I I.06.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Morgan Holen & Associates LLC	*1,050.00*	*0.00*	*1,050.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*1,050.00*	*0.00*	*1,050.00*	*0.00*	*0.00*
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.06.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Morgan Holen & Associates LLC	*2,100.00*	*437.06*	*1,662.94*	*0.00*	*437.06*
Todd Prager & Associates, LLC	*2,100.00*	*0.00*	*2,100.00*	*0.00*	*0.00*

Project PTD Figures

Consultant (OCC)	4,000.00	437.06	3,562.94	0.00	437.06
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	4,000.00	437.06	3,562.94	0.00	437.06
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.07 Design Pkg 4 - Rivercrest Lateral Rehab	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	111,604.18	48,417.05	63,187.13		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	111,604.18	48,417.05	63,187.13	1,291.87	49,708.92
Consultant (OCC)	420,374.48	336,455.95	83,918.53	39,238.82	375,694.77
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	235.47	-135.47	0.00	235.47
Total	532,078.66	385,108.47	146,970.19	40,530.69	425,639.16
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					252.10
OC23-I I.07.01 Design Services for Construction Pkg 4	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	7,850.14	7,850.14	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	7,850.14	7,850.14	0.00	0.00	7,850.14
Century West Engineering Corp.	*82,792.66*	*81,962.00*	*830.66*	*0.00*	*81,962.00*
Consultant (OCC)	81,962.00	81,962.00	0.00	0.00	81,962.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	89,812.14	89,812.14	0.00	0.00	89,812.14
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					36.20

Project PTD Figures

OC23-I I.07.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Century West Engineering Corp.	*24,913.00*	*22,445.32*	*2,467.68*	*0.00*	*22,445.32*
Consultant (OCC)	22,445.32	22,445.32	0.00	0.00	22,445.32
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	22,445.32	22,445.32	0.00	0.00	22,445.32
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.07.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	4,752.30	4,752.30	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	4,752.30	4,752.30	0.00	0.00	4,752.30
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	4,752.30	4,752.30	0.00	0.00	4,752.30
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					21.00

OC23-I I.07.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Century West Engineering Corp.	*7,254.00*	*1,846.43*	*5,407.57*	*0.00*	*1,846.43*
Geotechnical Resources, Inc.	*50,000.00*	*0.00*	*50,000.00*	*0.00*	*0.00*
Consultant (OCC)	1,846.43	1,846.43	0.00	0.00	1,846.43
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	1,846.43	1,846.43	0.00	0.00	1,846.43
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			

Project PTD Figures

Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.07.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Century West Engineering Corp.	*4,737.00*	*2,164.05*	*2,572.95*	*0.00*	*2,164.05*
Consultant (OCC)	2,164.05	2,164.05	0.00	0.00	2,164.05
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	2,164.05	2,164.05	0.00	0.00	2,164.05
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.07.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	3,271.80	3,271.80	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	3,271.80	3,271.80	0.00	0.00	3,271.80
Century West Engineering Corp.	*1,703.00*	*862.68*	*840.32*	*0.00*	*862.68*
Consultant (OCC)	862.68	862.68	0.00	0.00	862.68
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	4,134.48	4,134.48	0.00	0.00	4,134.48
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					14.00
OC23-I I.07.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	80,729.94	32,542.81	48,187.13		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	80,729.94	32,542.81	48,187.13	1,291.87	33,834.68
Century West Engineering Corp.	*95,000.00*	*52,763.22*	*42,236.78*	*0.00*	*52,763.22*
MacKay Sposito	*231,664.12*	*160,641.11*	*71,023.01*	*34,009.29*	*194,650.40*
Consultant (OCC)	239,044.00	213,404.33	25,639.67	34,009.29	247,413.62

Project PTD Figures

Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	235.47	-135.47	0.00	235.47
Total	319,873.94	246,182.61	73,691.33	35,301.16	281,483.77
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					180.90
OC23-I I.07.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Century West Engineering Corp.	*21,000.00*	*0.00*	*21,000.00*	*0.00*	*0.00*
Morgan Holen & Associates LLC	*1,050.00*	*0.00*	*1,050.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*1,050.00*	*385.88*	*664.12*	*0.00*	*385.88*
Consultant (OCC)	22,050.00	385.88	21,664.12	0.00	385.88
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	22,050.00	385.88	21,664.12	0.00	385.88
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.07.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	15,000.00	0.00	15,000.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	15,000.00	0.00	15,000.00	0.00	0.00
Morgan Holen & Associates LLC	*2,100.00*	*0.00*	*2,100.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*22,100.00*	*13,385.26*	*8,714.74*	*5,229.53*	*18,614.79*
Consultant (OCC)	50,000.00	13,385.26	36,614.74	5,229.53	18,614.79
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	65,000.00	13,385.26	51,614.74	5,229.53	18,614.79
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					

Project PTD Figures

Labor % Complete	0.00%				
Hours					0.00
OC23-I I.08 Design Pkg 5 - Newell Basin 1 (Applegate)	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	41,973.20	13,005.57	28,967.63		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	41,973.20	13,005.57	28,967.63	0.00	13,005.57
Consultant (OCC)	403,708.80	148,189.21	255,519.59	4,592.44	152,781.65
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	0.00	100.00	0.00	0.00
Total	445,782.00	161,194.78	284,587.22	4,592.44	165,787.22
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					59.90
OC23-I I.08.01 Design Services for Construction Pkg 5	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	13,848.00	11,481.32	2,366.68		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	13,848.00	11,481.32	2,366.68	0.00	11,481.32
Keller Associates, Inc.	*220,331.00*	*42,584.98*	*177,746.02*	*4,592.44*	*47,177.42*
Consultant (OCC)	220,331.00	42,584.98	177,746.02	4,592.44	47,177.42
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	0.00	100.00	0.00	0.00
Total	234,279.00	54,066.30	180,212.70	4,592.44	58,658.74
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					50.90
OC23-I I.08.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	823.15	-823.15		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	823.15	-823.15	0.00	823.15
Keller Associates, Inc.	*34,041.00*	*60,787.47*	*-26,746.47*	*0.00*	*60,787.47*
Consultant (OCC)	34,041.00	60,787.47	-26,746.47	0.00	60,787.47
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	34,041.00	61,610.62	-27,569.62	0.00	61,610.62
Non Reim./Write Off					0.00
Other Revenue		0.00			

Project PTD Figures

Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					6.00
OC23-I I.08.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	14,617.00	701.10	13,915.90		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	14,617.00	701.10	13,915.90	0.00	701.10
Keller Associates, Inc.	*18,270.00*	*5,509.88*	*12,760.12*	*0.00*	*5,509.88*
Consultant (OCC)	18,270.00	5,509.88	12,760.12	0.00	5,509.88
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	32,887.00	6,210.98	26,676.02	0.00	6,210.98
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					3.00
OC23-I I.08.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Compass Land Surveyors, Inc.	*34,902.00*	*29,993.25*	*4,908.75*	*0.00*	*29,993.25*
Keller Associates, Inc.	*12,023.00*	*4,449.51*	*7,573.49*	*0.00*	*4,449.51*
Consultant (OCC)	96,925.00	34,442.76	62,482.24	0.00	34,442.76
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	96,925.00	34,442.76	62,482.24	0.00	34,442.76
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.08.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	1,231.00	0.00	1,231.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	1,231.00	0.00	1,231.00	0.00	0.00
Keller Associates, Inc.	*16,853.00*	*4,864.12*	*11,988.88*	*0.00*	*4,864.12*

Project PTD Figures

Consultant (OCC)	16,853.00	4,864.12	11,988.88	0.00	4,864.12
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	18,084.00	4,864.12	13,219.88	0.00	4,864.12
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.08.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	2,277.20	0.00	2,277.20		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	2,277.20	0.00	2,277.20	0.00	0.00
Keller Associates, Inc.	*5,912.00*	*0.00*	*5,912.00*	*0.00*	*0.00*
Consultant (OCC)	5,912.00	0.00	5,912.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	8,189.20	0.00	8,189.20	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.08.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.08.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	10,000.00	0.00	10,000.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	10,000.00	0.00	10,000.00	0.00	0.00
Keller Associates, Inc.	*1,376.00*	*0.00*	*1,376.00*	*0.00*	*0.00*
Morgan Holen & Associates LLC	*1,050.00*	*0.00*	*1,050.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*1,050.00*	*0.00*	*1,050.00*	*0.00*	*0.00*
Consultant (OCC)	11,376.80	0.00	11,376.80	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	21,376.80	0.00	21,376.80	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.08.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Morgan Holen & Associates LLC	*2,100.00*	*0.00*	*2,100.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*2,100.00*	*0.00*	*2,100.00*	*0.00*	*0.00*
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.09 Design Pkg 6 - Linn Basin SS #3	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	285,000.00	2,558.70	282,441.30		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	285,000.00	2,558.70	282,441.30	0.00	2,558.70
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	0.00	100.00	0.00	0.00
Total	285,100.00	2,558.70	282,541.30	0.00	2,558.70
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					15.00

OC23-I I.09.01 Design Services for Construction Pkg 6	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	285,000.00	2,558.70	282,441.30		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	285,000.00	2,558.70	282,441.30	0.00	2,558.70
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	100.00	0.00	100.00	0.00	0.00
Total	285,100.00	2,558.70	282,541.30	0.00	2,558.70
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					15.00

Project PTD Figures

OC23-I I.09.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.09.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.09.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.09.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.09.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.09.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.09.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.09.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.10 Design Pkg 7 - McLoughlin Basin #2 (Singer Hill)	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	150,000.00	0.00	150,000.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	150,000.00	0.00	150,000.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	150,000.00	0.00	150,000.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.10.01 Design Services for Construction Pkg 7	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	150,000.00	0.00	150,000.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	150,000.00	0.00	150,000.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	150,000.00	0.00	150,000.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.10.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.10.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.10.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.10.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.10.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.10.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.10.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.10.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.11 Design Pkg 8 - Center St Catch Basin Disconnect	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	52,300.97	52,300.97	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	52,300.97	52,300.97	0.00	0.00	52,300.97
Consultant (OCC)	18,006.45	18,006.45	0.00	0.00	18,006.45
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	70,307.42	70,307.42	0.00	0.00	70,307.42
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					362.40

OC23-I I.11.01 Design Services for Construction Pkg 8	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	35,852.73	35,852.73	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	35,852.73	35,852.73	0.00	0.00	35,852.73
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	35,852.73	35,852.73	0.00	0.00	35,852.73
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					253.20

Project PTD Figures

OC23-I I.11.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	10,936.74	10,936.74	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	10,936.74	10,936.74	0.00	0.00	10,936.74
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	10,936.74	10,936.74	0.00	0.00	10,936.74
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					69.70

OC23-I I.11.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	678.90	678.90	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	678.90	678.90	0.00	0.00	678.90
Leeway Engineering Solutions, LLC	*7,875.00*	*0.00*	*7,875.00*	*0.00*	*0.00*
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	678.90	678.90	0.00	0.00	678.90
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					3.00

OC23-I I.11.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Compass Land Surveyors, Inc.	*19,068.00*	*18,006.45*	*1,061.55*	*0.00*	*18,006.45*
Consultant (OCC)	18,006.45	18,006.45	0.00	0.00	18,006.45
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	18,006.45	18,006.45	0.00	0.00	18,006.45
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			

Project PTD Figures

Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.11.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.11.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.11.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	4,832.60	4,832.60	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	4,832.60	4,832.60	0.00	0.00	4,832.60
MacKay Sposito	*30,000.00*	*0.00*	*30,000.00*	*0.00*	*0.00*
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	4,832.60	4,832.60	0.00	0.00	4,832.60
Non Reim./Write Off					0.00

Project PTD Figures

Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					36.50
OC23-I I.11.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Morgan Holen & Associates LLC	*1,050.00*	*0.00*	*1,050.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*1,050.00*	*0.00*	*1,050.00*	*0.00*	*0.00*
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.11.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Morgan Holen & Associates LLC	*2,100.00*	*0.00*	*2,100.00*	*0.00*	*0.00*
Todd Prager & Associates, LLC	*2,100.00*	*0.00*	*2,100.00*	*0.00*	*0.00*
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.12 Design Pkg 9 - McLoughlin Basin #1	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	70,042.00	18,190.36	51,851.64		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	70,042.00	18,190.36	51,851.64	963.60	19,153.96
Consultant (OCC)	429,958.00	230,878.28	199,079.72	0.00	230,878.28
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	500,000.00	249,068.64	250,931.36	963.60	250,032.24
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					90.60

OC23-I I.12.01 Design Services for Construction Pkg 9	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	37,626.00	18,190.36	19,435.64		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	37,626.00	18,190.36	19,435.64	963.60	19,153.96
Leeway Engineering Solutions, LLC	*157,605.00*	*151,582.28*	*6,022.72*	*0.00*	*151,582.28*
Consultant (OCC)	157,605.00	151,582.28	6,022.72	0.00	151,582.28
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	195,231.00	169,772.64	25,458.36	963.60	170,736.24
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					90.60

OC23-I I.12.01A Stormwater Analysis	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	467.40	0.00	467.40		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	467.40	0.00	467.40	0.00	0.00
Leeway Engineering Solutions, LLC	*39,333.00*	*13,521.48*	*25,811.52*	*0.00*	*13,521.48*
Consultant (OCC)	39,333.00	13,521.48	25,811.52	0.00	13,521.48
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	39,800.40	13,521.48	26,278.92	0.00	13,521.48
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			

Project PTD Figures

Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.12.01B Stormwater Imp Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Leeway Engineering Solutions, LLC	*16,032.00*	*4,353.04*	*11,678.96*	*0.00*	*4,353.04*
Consultant (OCC)	16,032.00	4,353.04	11,678.96	0.00	4,353.04
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	16,032.00	4,353.04	11,678.96	0.00	4,353.04
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.12.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	1,148.00	0.00	1,148.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	1,148.00	0.00	1,148.00	0.00	0.00
Archaeological Investigations NW, Inc.	*31,500.00*	*0.00*	*31,500.00*	*0.00*	*0.00*
Leeway Engineering Solutions, LLC	*38,539.00*	*38,500.80*	*38.20*	*0.00*	*38,500.80*
Consultant (OCC)	70,039.00	38,500.80	31,538.20	0.00	38,500.80
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	71,187.00	38,500.80	32,686.20	0.00	38,500.80
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.12.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	10,701.00	0.00	10,701.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	10,701.00	0.00	10,701.00	0.00	0.00
Leeway Engineering Solutions, LLC	*6,003.00*	*976.15*	*5,026.85*	*0.00*	*976.15*
Consultant (OCC)	6,003.00	976.15	5,026.85	0.00	976.15
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00

Project PTD Figures

Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	16,704.00	976.15	15,727.85	0.00	976.15
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.12.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Compass Land Surveyors, Inc.	*23,582.00*	*18,984.00*	*4,598.00*	*0.00*	*18,984.00*
Leeway Engineering Solutions, LLC	*8,127.00*	*2,960.53*	*5,166.47*	*0.00*	*2,960.53*
Consultant (OCC)	31,709.00	21,944.53	9,764.47	0.00	21,944.53
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	31,709.00	21,944.53	9,764.47	0.00	21,944.53
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00
OC23-I I.12.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	13,246.80	0.00	13,246.80		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	13,246.80	0.00	13,246.80	0.00	0.00
Compass Land Surveyors, Inc.	*1,840.00*	*0.00*	*1,840.00*	*0.00*	*0.00*
Consultant (OCC)	1,840.00	0.00	1,840.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	15,086.80	0.00	15,086.80	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.12.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	2,410.80	0.00	2,410.80		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	2,410.80	0.00	2,410.80	0.00	0.00
Leeway Engineering Solutions, LLC	*7,397.00*	*0.00*	*7,397.00*	*0.00*	*0.00*
Consultant (OCC)	7,397.00	0.00	7,397.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	9,807.80	0.00	9,807.80	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.12.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	100,000.00	0.00	100,000.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	100,000.00	0.00	100,000.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.12.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	4,442.00	0.00	4,442.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	4,442.00	0.00	4,442.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	4,442.00	0.00	4,442.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.12.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.13 Design Pkg 10 - Linn Basin SS #4	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	200,000.00	0.00	200,000.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	200,000.00	0.00	200,000.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	200,000.00	0.00	200,000.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.13.01 Design Services for Construction Pkg 10	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	200,000.00	0.00	200,000.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	200,000.00	0.00	200,000.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	200,000.00	0.00	200,000.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.13.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.13.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.13.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.13.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.13.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.13.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.13.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.13.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.14 Design Pkg 11 - McLoughlin Basin #3	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.14.01 Design Services for Construction Pkg 11	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.14.02 Pre-Design Investigations / Data Review	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.14.03 QA/QC Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.14.04 Utility Coordination / Survey & Geotechnical	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.14.05 Right-of-Way and Easement Acquisition Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.14.06 Bidding Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.14.07 Construction Management Services	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.14.08 Additional Services - Design	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

OC23-I I.14.09 Additional Services - Construction	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	0.00	0.00	0.00		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	0.00	0.00	0.00	0.00	0.00
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					0.00

Project PTD Figures

OC23-I I.15 Manhole Sealing Program	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	75,000.00	28,311.65	46,688.35		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	75,000.00	28,311.65	46,688.35	775.56	29,087.21
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	14.00	-14.00	0.00	14.00
Total	75,000.00	28,325.65	46,674.35	775.56	29,101.21
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					183.20

OC23-I I.15.01 Design Services for Manhole Sealing Program	Contract	Billed	Balance	UnBilled	Effort
Hourly Labor	75,000.00	28,311.65	46,688.35		
Fixed Fee Labor	0.00	0.00	0.00		
Total Labor	75,000.00	28,311.65	46,688.35	775.56	29,087.21
Consultant (OCC)	0.00	0.00	0.00	0.00	0.00
Consultant (ICC)	0.00	0.00	0.00	0.00	0.00
Reimbursable	0.00	14.00	-14.00	0.00	14.00
Total	75,000.00	28,325.65	46,674.35	775.56	29,101.21
Non Reim./Write Off					0.00
Other Revenue		0.00			
Late Charges		0.00			
Retainage		0.00			
Bad Debt		0.00			
Unapplied Advances					
Labor % Complete	0.00%				
Hours					183.20

Appendix E

OC23II Program Cost Summary

CITY OF OREGON CITY
INFLOW / INFILTRATION PROGRAM MANAGEMENT (CI 21-015)

PROGRAM COST SUMMARY

Task #	Task Title	21-23 Contract	21-23 Remaining budget adjustments	23-24 Amendment	24-25 Amendment	Program Total	Program Billed (Through April 2025)	Program Unbilled
OC23-I I.01	Program Administration	$ 119,927.98	$ 11,199.00	$ 244,602.40	$ 145,000.00	$ 520,729.38	$ 351,530.78	$ 169,198.60
OC23-I I.02	Program Management	$ 573,222.13	$ (96,080.85)	$ 1,044,122.40	$ 189,000.00	$ 1,710,263.68	$ 960,785.20	$ 749,478.48
OC23-I I.03	Flow Monitoring and Analysis	$ 142,631.03	$ (67,378.13)	$ 136,930.00	$ 155,000.00	$ 367,182.90	$ 221,359.05	$ 145,823.85
OC23-I I.04	Design Pkg 1 - Linn Basin SS #1*	$ 409,948.37	$ (178,461.05)	$ 233,282.70	$ 144,714.58	$ 609,484.60	$ 365,588.62	$ 243,895.98
OC23-I I.05	Design Pkg 2 - Linn Basin SS #2	$ 156,158.84	$ 9,113.50	$ 235,668.50	$ 375,747.85	$ 776,688.69	$ 461,615.00	$ 315,073.69
OC23-I I.06	Design Pkg 3 - Molalla Ave	$ -		$ 466,685.00	$ 100,000.00	$ 566,685.00	$ 541,745.38	$ 24,939.62
OC23-I I.07	Design Pkg 4 - Rivercrest Lateral Rehab	$ -		$ 192,200.00	$ 339,878.66	$ 532,078.66	$ 385,108.47	$ 146,970.19
OC23-I I.08	Design Pkg 5 - Newell Basin #1 (Applegate)	$ -		$ 285,100.00	$ 160,682.00	$ 445,782.00	$ 161,194.78	$ 284,587.22
OC23-I I.09	Design Pkg 6 - Linn Basin SS #3	$ -		$ 285,100.00	$ -	$ 285,100.00	$ -	$ 285,100.00
OC23-I I.10	Design Pkg 7 - McLoughling Bain #2 (Singer Hill)	$ -		$ -	$ 150,000.00	$ 150,000.00	$ -	$ 150,000.00
OC23-I I.11	Design Pkg 8 - Center St Catch Basin Disconnect	$ -		$ 175,100.00	$ (104,792.58)	$ 70,307.42	$ 70,307.42	$ -
OC23-I I.12	Design Pkg 9 - McLoughlin Basin #1	$ -		$ -	$ 500,000.00	$ 500,000.00	$ 249,068.64	$ 250,931.36
OC23-I I.13	Design Pkg 10 - Linn Basin SS #4	$ -		$ -	$ 200,000.00	$ 200,000.00	$ -	$ 200,000.00
OC23-I I.14	Design Pkg 11 - McLoughlin Basin #3	$ -		$ -	$ -	$ -	$ -	$ -
OC23-I I.15	Manhole Sealing Program	$ -		$ -	$ 75,000.00	$ 75,000.00	$ 28,325.65	$ 46,674.35
	Contract In Full	$ 1,401,888.35	$ (321,607.53)	$ 3,298,791.00	$ 2,430,230.51	$ 6,809,302.33	$ 3,796,628.99	$ 3,012,673.34
							Subconsultant Contracted (unbilled)	$ (777,473.99)
							Available Program Budget	**$ 2,235,199.35**

* Original Contract T7 was LS , remaining budget at FY was removed by the Contract adjustment

Appendix F

Five Year Plan

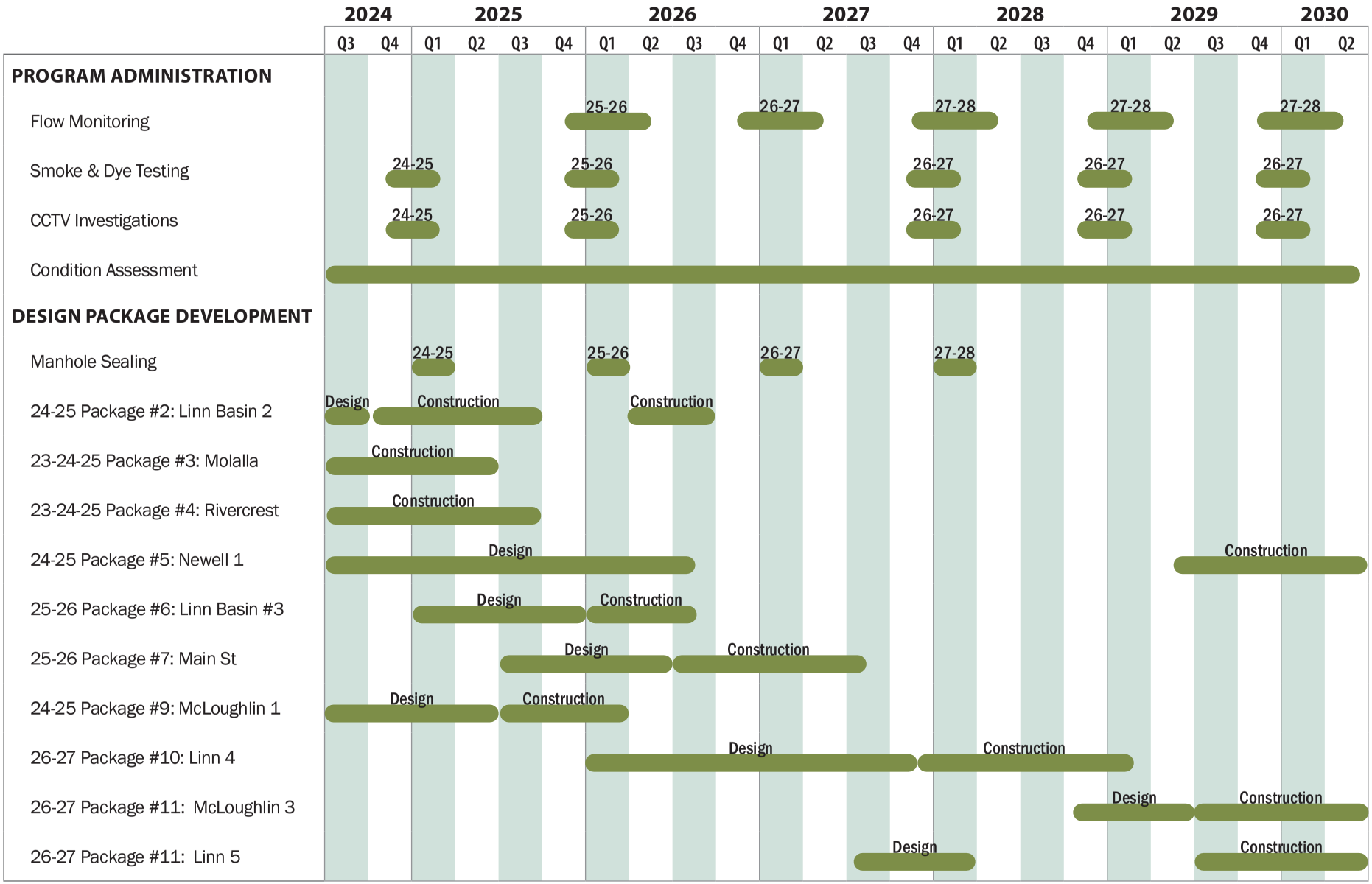
Appendix F Five Year Plan

Budget FY 25-26 TO FY 29-30

Project	Project Number	25-26		26-27		27-28		28-29		29-30	
		Program Mgmt / Design / CM / Insp	Const/ Field Investigation	Program Mgmt / Design / CM / Insp	Const/ Field Investigation	Program Mgmt / Design / CM / Insp	Const/ Field Investigation	Program Mgmt / Design / CM / Insp	Const/ Field Investigation	Program Mgmt / Design / CM / Insp	Const/ Field Investigation
Program Management		$500,000		$500,000		$500,000		$500,000		$500,000	
Manhole Sealing	Yearly Number Provided	$72,734	$426,000	$75,000	$300,000	$75,000	$300,000	$75,000	$300,000	$75,000	$300,000
Design Pkg 1 - Linn Basin SS #1	CI 23-001	**Construction Completed FY 2023-2024**									
Design Pkg 2 - Linn Basin SS #2	CI 23-002	$350,000	$1,500,000	$100,000	$2,700,000						
Design Pkg 3 - Molalla	CI 23-013	$20,000	**Construction Completed FY 2024-2025**								
Design Pkg 4 - Rivercrest Lateral Rehab	CI 23-009	$50,000	**Construction Completed FY 2024-2025**								
Design Pkg 5 - Newell 1	CI 23-012	$100,000								$250,000	$1,500,000
Design Pkg 6 - Linn Basin SS #3	CI 23-003	$250,000		$250,000	$3,000,000						
Design Pkg 7 - Main St	CI 24-010	$75,000		$75,000	$1,000,000						
Design Pkg 8 - Center St Catch Basin Disconnect	**Package Removed - Project areas incorporated into other design packages**										
Design Pkg 9 - McLoughlin Basin #1	CI 24-005	$300,000	$4,000,000								
Design Pkg 10 -Linn #4	CI 24-011	$200,000		$200,000				$100,000	$2,000,000	$100,000	$ 2,000,000
Pkg 11 -TBD (McLoughlin #3)	No Number Assigned										
Design Pkg Not Assigned - Linn #5	No Number Assigned					$100,000		$300,000	$2,000,000		
Design Pkg Not Assigned - Linn #6	No Number Assigned										
	TOTALS	**$1,992,734**	**$5,926,000**	**$1,525,000**	**$9,500,000**	**$825,000**	**$1,800,000**	**$875,000**	**$4,300,000**	**$575,000**	**$2,300,000**

Appendix F Five Year Plan

Schedule



City of Oregon City

Inflow and Infiltration Program

Budgetary Summary

FY 2024-2025 - 2026-2027

	FY 2024-2025		FY 2025-2026		FY 2026-2027		3-Year Total	
Project	**Adopted Budget**	**Program Budget**	**Adopted Budget**	**Program Budget**	**Adopted Budget**	**Program Budget**	**Adopted Budget**	**Program Budget**
Linn Basin Project 1	$55,000	$57,000	$0	$0	$0	$0	$55,000	$57,000
Linn Basin Project 2	$1,120,000	$624,000	$1,970,000	$2,539,000	$40,000	$1,361,000	$3,130,000	$4,524,000
Linn Basin Project 3	$397,000	$413,000	$2,580,000	$361,000	$1,841,000	$0	$4,818,000	$774,000
Linn Basin Project 4	$279,000	$289,000	$100,000	$114,000	$394,000	$0	$773,000	$403,000
McLoughlin Basin Project 1	$1,216,000	$723,000	$3,350,000	$4,305,000	$40,000	$46,000	$4,606,000	$5,074,000
McLoughlin Basin Project 2	$210,000	$217,000	$243,000	$361,000	$1,181,000	$0	$1,634,000	$578,000
Newell Basin Project 1	$460,000	$478,000	$0	$9,000	$1,282,000	$0	$1,742,000	$487,000
Rivercrest I&I Phase 4	$4,645,000	$4,755,000	$23,000	$376,000	$0	$0	$4,668,000	$5,131,000
Molalla Avenue I&I Project	$4,413,000	$4,644,000	$31,000	$19,000	$0	$0	$4,444,000	$4,663,000
Main Street Streetscape (Design only)	$0	$0	$0	$144,000	$0	$461,000	$0	$605,000
2025 Manhole Project	$387,000	$390,000	$0	$0	$0	$0	$387,000	$390,000
2026 Manhole Project	$0	$0	$555,000	$504,000	$0	$0	$555,000	$504,000
2027 Manhole Project	$0	$0	$0	$0	$373,000	$524,000	$373,000	$524,000
Fiscal Year Total	**$13,182,000**	**$12,590,000**	**$8,852,000**	**$8,732,000**	**$5,151,000**	**$2,392,000**	**$27,185,000**	**$23,714,000**

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Dayna Webb, Public Works Director		

SUBJECT:
Item 7.a. - Request the Transfer of One Vacant Parcel on Dallas Street from Clackamas County

STAFF RECOMMENDATION:
Authorize the City Manager to request the transfer of one vacant parcel on Dallas Street, from Clackamas County.

EXECUTIVE SUMMARY:
After review of a private development proposal, a remnant parcel was found belonging to Clackamas County. The parcel is located at the corner of Dallas Street and Leland Road and will be useful for right of way for a future private development project. To be able to dedicate the land as right of way, the land needs to be transferred from Clackamas County to the City.

BACKGROUND:
Clackamas County has Property Disposition Procedures that establish the procedure for sale, transfer, and administration of tax foreclosed and surplus County property. Based on that procedure, local municipalities can request a transfer of a property if the transfer meets the Transfer Objectives. Oregon City would be requesting one property under the perpetual public use benefit transfer objective consistent with an adopted strategic plan, master plan, or other long-term management plan.

Staff believes that requesting transfer of this vacant property to the City is in the best interest of the public. It will allow the dedication of additional right-of-way and associated frontage improvements to Dallas Street.

The Clackamas County property disposition procedures state that the cost for the properties includes reimbursing Clackamas County for actual cost of back taxes, penalties, required advertising, administrative costs. The preliminary estimate of that cost for this property is $382.86 (Taxlot 3-2E-07AA-08909).

OPTIONS:
1. Approve Request the Transfer of One Vacant Parcel on Dallas Street from Clackamas County.
2. Approve Request the Transfer of One Vacant Parcel on Dallas Street from Clackamas County with Amendments.
3. Deny Request the Transfer of One Vacant Parcel on Dallas Street from Clackamas

County and provide further direction.

BUDGET IMPACT:

Amount	$382.86
Fiscal Year(s):	FY25
Funding Source(s):	Transportation Fund

ACCEPTANCE FORM

The conveyance of property located at Map #_____ is approved and accepted as to form and content by this agency.

PLEASE PRINT OR TYPE

Representative's Name: _____

Representative's Position: _____

Agency Name: _____

Signature: _____

Dated this_____ day of _____, 20_____

State of Oregon)
County of Clackamas)

On this _____day of _____, before me, _____,

the undersigned Notary Public, personally appeared_____,

personally known to me, and acknowledged to me the execution of this instrument as the

_____ on behalf _____.

WITNESS my hand and official seal.

_____

Commission expires_____

APPENDIX "A"

REQUEST FOR TRANSFER OF TITLE TO PROPERTY

(A Separate Form Must Be Submitted For Each Parcel of Property Requested.)

This form is submitted pursuant to ORS 271.330, by a representative of the following governmental agency: City of Oregon City. This agency requests transfer of title to the following parcel of surplus property: 3-2E-07AA-08909.

Transfer of title to this property would help this agency pursue an adopted comprehensive, strategic or operational plan and serve a public purpose in the following manner (please attach formal documentation of the property use plan if available):

Property will be deeded as right-of-way.
Once dedicated, the right-of-way will receive improvements triggered by private development

If this request is approved, this agency is prepared to pay consideration for the parcel within six months of transfer. It is understood that:

1) If the requested parcel was obtained by the County through a tax foreclosure proceeding, the consideration will be equal to the amount of the actual costs totaling $ 382.86 as outlined by Property Disposition; **OR**
2) If the requested parcel was obtained by the County through deed, this agency offers $_____, as consideration.

The source for these funds will be: City gas tax funds

PLEASE PRINT OR TYPE:

Submitted by: Anthony J. Konkol, III

A Representative of: City of Oregon City

Mailing Address: 625 Center Street
Oregon City, OR 97045

Telephone Number: 503-657-0891

Date Submitted: _____ Signature: _____

Updated December 2011

APPENDIX "B"

REQUEST OF INTENT FOR SALE AND TRANSFER OF COUNTY SURPLUS REAL PROPERTY

(A Separate Form Must Be Submitted For Each Parcel of Property Requested).

This form is submitted pursuant to ORS 271.330, by a representative of the following governmental agency: City of Oregon City. This agency requests an intent of transfer of title to the following parcel of surplus property: 3-2E-07AA-08909 (Map Number).

Please provide a brief state of the intended public benefit use or need associated with the acquisition of this parcel.

Public right-of-way

PLEASE PRINT OR TYPE:

Submitted by: Anthony J. Konkol, III

A Representative of: City of Oregon City

Mailing Address: 625 Center St
Oregon City OR 97045

Telephone Number: 503-657-0891

Date Submitted:

Signature:

APPENDIX "C"

REQUEST FOR SALE AND TRANSFER OF COUNTY SURPLUS REAL PROPERTY

(A Separate Form Must Be Submitted For Each Parcel of Property Requested).

This form is submitted pursuant to ORS 271.330, by a representative of the following governmental agency: City of Oregon City. This agency requests transfer of title to the following parcel of surplus property: 3-2E-07AA-08909 (Map Number).

Transfer of title to this property is necessary to help this agency pursue an adopted comprehensive, strategic or operational plan and serve a public benefit in the following manner (please attach formal documentation of the property use plan if available as well as list out any additional agency owned parcels that will benefit from the acquisition of this parcel).

Public right-of-way

Upon approval of the Request for Transfer by the Board of County Commissioners, this agency is prepared to pay a consideration for the parcel at the time of transfer. It is understood that:

1) If the request parcel was obtained by the County through a tax foreclosure proceeding, the consideration will be equal to the amount of the actual back taxes owing, plus accrued interest and any direct/indirect costs associated with the parcel as detailed by Property Disposition Division for costs totaling $ 382.86

The source for these funds will be: City Gas Tax Funds (already approved grant funds, reserve, general fund, etc.).

PLEASE PRINT OR TYPE:

Submitted by: Anthony J.Konkol, III

A Representative of: City of Oregon City

Mailing Address: 625 Center St
Oregon City, OR 97045

Telephone Number: 503-657-0891

Date Submitted:_____ Signature:_____

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Dayna Webb, Public Works Director		

SUBJECT:
Item 7.b. - Change Order No. 2 for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006)

STAFF RECOMMENDATION:
Authorize the City Manager to execute Change Order No. 2 in the amount of $492,448 for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006).

EXECUTIVE SUMMARY:
Change Order No. 2 is for modifications to the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006). All contract changes represent work additions totaling $492,448 and an overall contract increase of 20.49 percent. The purpose of this change order is to add the resurfacing of Holmes Lane, from Linn Avenue to Laurel Lane.

BACKGROUND:
On May 7, 2025, the City awarded the construction contract to S-2 Contractors, Inc., through the public procurement process, in the amount of $1,910,460 to construct the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006).

Design work for the 2025 Roadway Reconstruction Project began in September 2024. While Holmes Lane was originally slated for resurfacing in summer 2026, Public Works is now proposing to advance this work to summer 2025. The updated schedule applies to the segment of Holmes Lane between Linn Avenue and Laurel Lane. This change is being proposed in response to significant ongoing construction activity in the area, by both private development and public improvement projects. By advancing the resurfacing to 2025, the City aims to minimize disruption to the neighborhood and streamline project delivery. The Holmes Lane resurfacing between Linn Avenue and Laurel Lane will be incorporated into the broader 2025 Roadway Reconstruction Project, ensuring efficient coordination and completion. The remaining section of Holmes Lane still under construction as part of the Molalla Avenue 30" Water Transmission Main will be completed in the future.

On May 7, 2025 the City Commission approved Amendment No. 1 to the Personal Services Agreement for the design of the 2025 Roadway Reconstruction Project (PMUF) (CI 24-006) to include Holmes Lane in the project. Additionally, the Public Works Department recommended to the Budget Committee to add $500,000 to the FY 22025-2026 budget for the addition of Holmes Lane to the 2025 Roadway Reconstruction Project. The addition was recommended for approval by the Budget Committee on May 22, 2025. This addition will

allow for the completion of construction on the roadway for the foreseeable future and allow for the restoration in a more timely manner than what was originally anticipated.

Construction of the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) began on June 2, 2025. As work progresses on the project, the following modifications have been identified and negotiated with the contractor:

Change Order No. 2, for a total of $492,448 includes the following:

- $492,448 increase for the addition of Holmes Lane paving, from Linn Avenue to Laurel Lane.

Previously approved Change Orders included the following:

- Change Order No. 1 for adjustment of allowed construction dates.

The original contract price was awarded at $1,910,460. The net increase of Change Orders No. 1 through 2 is $492,448, resulting in a contract price with change orders equal to $2,402,908 which represented a 20.49 percent contract increase. This Change Order is in alignment with the project's budget, and adequate funds are available.

OPTIONS:

1. Approve Change Order No. 2 for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006).
2. Approve Change Order No. 2 for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) with Amendments.
3. Deny Change Order No. 2 for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) and provide further direction.

BUDGET IMPACT:

Amount	$492,448
Fiscal Year(s):	2025-2026
Funding Source(s):	Transportation Pavement Maintence

CHANGE ORDER

No. 2

DATE OF ISSUANCE 6-19-25 EFFECTIVE DATE **6-19-25**

PROJECT: **2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006)**

OWNER **City of Oregon City**

CONTRACTOR **S-2 Contractors, Inc.**

Contract: **Awarded May 7, 2025**

OWNER's Contract No. CI 24-006 ENGINEER's Project No. ORE-14

ENGINEER HHPR

You are directed to make the following changes in the Contract Documents.

Description:

Add paving and ADA ramp improvements along Holmes Lane from Linn Avenue to Laurel Lane to the contract.

You are directed to make the following changes in the Contract Documents.

Specifications:

There is no change to the specifications.

Bid Schedule:

Bid quantities are hereby extended (increased) as shown on the attached Revised Bid Schedule. Lump sum bid items values have been renegotiated as shown to reflect the additional work.

Contract Price:

Change in Contract Price: The price of the contract changes from $1,910,460 to $2,402,908.

Change in Contract Times: No change.

Reason for Change Order:

The City has elected to utilize the 2025 Roadway Reconstruction Project PMUF to rehabilitate the pavement on Holmes Blvd that has been disturbed by a recent water line project.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $1,910,460	Original Contract Times: Substantial Completion: September 30, 2025 Ready for final payment October 21, 2025 (days or dates)
Net Increase from previous Change Orders No. 1 to No. 2: **$ 492.448**	Net change from previous Change Orders No. 0 to No 1: Substantial Completion: 0 Ready for final payment: **0** (days)
Contract Price prior to this Change Order: **$ 1,910,460**	Contract Times prior to this Change Order: Substantial Completion: September 30, 2025 Ready for final payment: October 21, 2025 (days or dates)
Net Increase of this Change Order: **$ 492,448**	Net Increase (Decrease) of this Change Order: Substantial Completion: 0 Ready for final payment: 0 (days)
Contract Price with all approved Change Orders: **$ 2,402,908**	Contract Times with all approved Change Orders: Substantial Completion: September 30, 2025 Ready for final payment: October 21, 2025 (days or dates)

RECOMMENDED:	APPROVED:	ACCEPTED:
By:_____ ENGINEER (Authorized Signature)	By:_____ OWNER (Authorized Signature)	By:_____ CONTRACTOR (Authorized Signature)
Date:_____	Date:_____	Date:_____

EJCDC No. 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

REVISED BID SCHEDULE - THROUGH CHANGE ORDER #2									
				ORIGINAL BID			CHANGE ORDER #2		
ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL COST	QTY	UNIT COST	TOTAL COST
1	00197	EXTRA WORK AS AUTHORIZED	FA	ALL	$75,000	$ 75,000.00	ALL	$ 75,000.00	$ 75,000.00
2	00210	MOBILIZATION	LS	ALL	$ --	$ 120,000.00	ALL	$ 170,000.00	$ 170,000.00
3	00221	TEMPORARY WORK ZONE TRAFFIC CONTROL, COMPLETE	LS	ALL	$ --	$ 85,000.00	ALL	$ 121,000.00	$ 121,000.00
4	00225	BAR REMOVAL	SQFT	88	$ 20.00	$ 1,760.00	88	$ 20.00	$ 1,760.00
5	00280	EROSION CONTROL	LS	ALL	$ --	$ 2,500.00	ALL	$ 3,100.00	$ 3,100.00
6	00290	POLLUTION CONTROL PLAN	LS	ALL	$ --	$ 500.00	ALL	$ 700.00	$ 700.00
7	00305	CONSTRUCTION SURVEY WORK	LS	ALL	$ --	$ 35,000.00	ALL	$ 42,200.00	$ 42,200.00
8	00310	REMOVAL OF CURBS	FOOT	680	$ 5.00	$ 3,400.00	1,883	$ 5.00	$ 9,415.00
9	00310	REMOVAL OF WALKS AND DRIVEWAYS	SQYD	440	$ 10.00	$ 4,400.00	1,147	$ 10.00	$ 11,470.00
10	00310	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	LS	ALL	$ --	$ 10,000.00	ALL	$ 12,100.00	$ 12,100.00
11	00320	CLEARING AND GRUBBING	LS	ALL	$ --	$ 5,000.00	ALL	$ 6,100.00	$ 6,100.00
12	00330	GENERAL EXCAVATION	CUYD	620	$ 60.00	$ 37,200.00	660	$ 60.00	$ 39,600.00
13	00331	12 INCH SUBGRADE STABILIZATION	SQYD	410	$ 60.00	$ 24,600.00	410	$ 60.00	$ 24,600.00
14	00350	SUBGRADE GEOTEXTILE	SQYD	1,770	$ 2.00	$ 3,540.00	1,770	$ 2.00	$ 3,540.00
15	00405	ROCK EXCAVATION	CUYD	50	$ 100.00	$ 5,000.00	50	$ 100.00	$ 5,000.00
16	00470	CONCRETE INLETS, TYPE G-1	EACH	3	$ 6,000.00	$ 18,000.00	4	$ 6,000.00	$ 24,000.00
17	00490	MINOR ADJUSTMENT OF MANHOLES, STORM	EACH	16	$ 700.00	$ 11,200.00	24	$ 700.00	$ 16,800.00
18	00490	MINOR ADJUSTMENT OF MANHOLES, SANITARY	EACH	18	$ 700.00	$ 12,600.00	27	$ 700.00	$ 18,900.00
19	00490	MINOR ADJUSTMENT OF MANHOLES, COMMUNICATIONS	EACH	6	$ 1,000.00	$ 6,000.00	6	$ 1,000.00	$ 6,000.00
20	00490	ADJUSTING BOXES	EACH	11	$ 100.00	$ 1,100.00	15	$ 100.00	$ 1,500.00
21	00490	CONNECTION TO EXISTING STRUCTURES	EACH	3	$ 1,500.00	$ 4,500.00	3	$ 1,500.00	$ 4,500.00
22	00490	REPLACE MANHOLE FRAME AND LID, STORM	EACH	2	$ 1,000.00	$ 2,000.00	2	$ 1,000.00	$ 2,000.00
23	00490	REPLACE MANHOLE FRAME AND LID, SANITARY	EACH	6	$ 1,000.00	$ 6,000.00	6	$ 1,000.00	$ 6,000.00
24	00490	REPLACE MANHOLE FRAME AND LID, COMMUNICATIONS	EACH	1	$ 1,600.00	$ 1,600.00	1	$ 1,600.00	$ 1,600.00
25	00620	COLD PLANE PAVEMENT REMOVAL, 0 - 3 INCHES DEEP	SQYD	23,590	$ 4.50	$ 106,155.00	27,400	$ 4.50	$ 123,300.00
26	00620	COLD PLANE PAVEMENT REMOVAL, GREATER THAN 3 INCHES DEEP	SQYD	3,730	$ 4.50	$ 16,785.00	6,650	$ 4.50	$ 29,925.00
27	00641	3/4 INCH - 0 AGGREGATE BASE	CUYD	440	$ 80.00	$ 35,200.00	466	$ 80.00	$ 37,280.00
28	00641	AGGREGATE SHOULDERS	CUYD	50	$ 200.00	$ 10,000.00	50	$ 200.00	$ 10,000.00
29	00744	LEVEL 2, 1/2 INCH ACP MIXTURE	TON	3,060	$ 120.00	$ 367,200.00	4,560	$ 120.00	$ 547,200.00
30	00744	LEVEL 3, 3/8 INCH ACP MIXTURE	TON	2,880	$ 130.00	$ 374,400.00	2,880	$ 130.00	$ 374,400.00
31	00748	4 INCH ASPHALT CONCRETE PAVEMENT REPAIR	SQYD	100	$ 60.00	$ 6,000.00	100	$ 60.00	$ 6,000.00
32	00749	EXTRA FOR ASPHALT SLOPE PAVING	SQFT	328	$ 2.00	$ 656.00	355	$ 2.00	$ 710.00
33	00759	CONCRETE CURBS, CURB AND GUTTER	FOOT	260	$ 70.00	$ 18,200.00	610	$ 70.00	$ 42,700.00
34	00759	CONCRETE CURBS, STANDARD CURB	FOOT	860	$ 70.00	$ 60,200.00	1,000	$ 70.00	$ 70,000.00
35	00759	CONCRETE WALKS	SQFT	3,960	$ 30.00	$ 118,800.00	5,790	$ 30.00	$ 173,700.00
36	00759	EXTRA FOR NEW CURB RAMPS	EACH	25	$ 1,800.00	$ 45,000.00	36	$ 1,800.00	$ 64,800.00
37	00759	TRUNCATED DOMES ON NEW SURFACES	SQFT	304	$ 70.00	$ 21,280.00	432	$ 70.00	$ 30,240.00
38	00855	BI-DIRECTIONAL YELLOW TYPE I MARKERS	EACH	28	$ 16.00	$ 448.00	86	$ 16.00	$ 1,376.00
39	00855	BI-DIRECTIONAL BLUE TYPE IAR MARKERS	EACH	16	$ 16.00	$ 256.00	19	$ 16.00	$ 304.00
40	00855	MONO-DIRECTIONAL WHITE TYPE I MARKERS	EACH	15	$ 16.00	$ 240.00	15	$ 16.00	$ 240.00
41	00865	THERMOPLASTIC, EXTRUDED, SURFACE, NON-PROFILED	FOOT	10,840	$ 3.20	$ 34,688.00	15,650	$ 3.20	$ 50,080.00
42	00867	PAVEMENT LEGEND, TYPE B: ARROWS	EACH	13	$ 600.00	$ 7,800.00	13	$ 600.00	$ 7,800.00
43	00867	PAVEMENT LEGEND, TYPE B-HS: BICYCLE LANE STENCIL	EACH	7	$ 600.00	$ 4,200.00	7	$ 600.00	$ 4,200.00
44	00867	PAVEMENT BAR, TYPE B-HS	SQFT	1,098	$ 24.00	$ 26,352.00	1,182	$ 24.00	$ 28,368.00
45	00867	PAVEMENT LEGEND, TYPE B: ON-STREET PARKING	EACH	23	$ 300.00	$ 6,900.00	23	$ 300.00	$ 6,900.00
46	00867	PAVEMENT LEGEND, TYPE B: DISABLED PARKING	EACH	1	$ 1,200.00	$ 1,200.00	1	$ 1,200.00	$ 1,200.00

REVISED BID SCHEDULE - THROUGH CHANGE ORDER #2									
				ORIGINAL BID			CHANGE ORDER #2		
ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL COST	QTY	UNIT COST	TOTAL COST
47	00902	CROSSWALK CLOSURE SUPPORTS	EACH	1	$ 4,000.00	$ 4,000.00	1	$ 4,000.00	$ 4,000.00
48	00905	REMOVE AND REINSTALL EXISTING SIGNS AND SUPPORTS	LS	ALL	$ --	$ 4,000.00	ALL	$ 4,900.00	$ 4,900.00
49	00970	POLE FOUNDATIONS	LS	ALL	$ --	$ 11,000.00	ALL	$ 11,000.00	$ 11,000.00
50	00970	SWITCHING, CONDUIT, AND WIRING	LS	ALL	$ --	$ 35,000.00	ALL	$ 35,000.00	$ 35,000.00
51	00990	TRAFFIC SIGNAL MODIFICATION, PACIFIC HWY. EAST AT S. 2ND ST.	LS	ALL	$ --	$ 75,500.00	ALL	$ 75,500.00	$ 75,500.00
52	01020	ROADSIDE RESTORATION	LS	ALL	$ --	$ 15,000.00	ALL	$ 18,100.00	$ 18,100.00
53	01065	NEW MONUMENT BOX	EACH	5	$ 800.00	$ 4,000.00	5	$ 800.00	$ 4,000.00
54	01070	SINGLE MAILBOX SUPPORTS	EACH	1	$ 2,500.00	$ 2,500.00	1	$ 2,500.00	$ 2,500.00
55	01070	MULTIPLE MAILBOX SUPPORTS	EACH	1	$ 3,500.00	$ 3,500.00	1	$ 3,500.00	$ 3,500.00
56	01150	REMOVE AND REPLACE WATER VALVE BOXES	EACH	11	$ 500.00	$ 5,500.00	11	$ 500.00	$ 5,500.00
57	01150	REMOVE AND RESET WATER VALVE BOXES	EACH	38	$ 300.00	$ 11,400.00	67	$ 300.00	$ 20,100.00
58	01150	WATER VALVE BOX LINER	EACH	1	$ 200.00	$ 200.00	1	$ 200.00	$ 200.00
59	01170	REPLACE WATER METER BOX	EACH	2	$ 500.00	$ 1,000.00	2	$ 500.00	$ 1,000.00
		TOTAL BASE BID (numerical value only)			$	$ 1,910,460.00		**TOTAL CO#2**	$ 2,402,908.00

CONTRACT INCREASE AMOUNT $ 492,448.00

CHANGE ORDER

No. 1

DATE OF ISSUANCE 5-21-25 EFFECTIVE DATE **5-28-25**

PROJECT: **2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006)**

OWNER **City of Oregon City**

CONTRACTOR **S-2 Contractors, Inc.**

Contract: **Awarded May 7, 2025**

OWNER's Contract No. CI 24-006 ENGINEER's Project No. ORE-14

ENGINEER HHPR

You are directed to make the following changes in the Contract Documents.
Description:

Change Contract Notice to Proceed from July 1, 2025 to May 29, 2025

You are directed to make the following changes in the Contract Documents.

Specifications

Page 18 of 162: Delete the statement at the end of section 13: "While the contract shall be executed based on the language above, work may not begin until July 1, 2025"

Page 24 of 162: Change the statement : " The Notice to Proceed will be provided prior to July 1, 2025; however, no billable work will be allowed until July 1, 2025" to 'The Notice to Proceed will be provided prior to July 1, 2025; however, no billable work will be allowed until May 29, 2025'

Page 81 of 162: Delete the statement at the end of section 00130.90 Notice to Proceed "Contractor shall not perform on-site Work prior to July 1, 2025"

Page 95 of 162: Delete the statement at the end of section 00180.40(b) On-Site Work "On-Site Work shall not occur prior to July 1, 2025"

Reason for Change Order: Due to contractor request, budget allowance, and addition of Holmes Lane (To be forthcoming as Change Order #2), additional time is needed to complete the project.

Change in Contract Price: No change.

Change in Contract Times: The start date has changed from July 1, 2025 to May 29, 2025. The substantial complete and final acceptance dates remain.

Reason for Change Order: Change in specification language to start project sooner than July 1, 2025.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $1,910,460	Original Contract Times: Substantial Completion: September 30, 2025 Ready for final payment: October 21, 2025 (days or dates)
Net Increase from previous Change Orders No. 0 to No. 1: $0	Net change from previous Change Orders No. 0 to No 1: Substantial Completion: 0 Ready for final payment: 0 (days)
Contract Price prior to this Change Order: $1,910,460	Contract Times prior to this Change Order: Substantial Completion: September 30, 2025 Ready for final payment: October 21, 2025 (days or dates)
Net Increase of this Change Order: $ 0	Net Increase (Decrease) of this Change Order: Substantial Completion: 0 Ready for final payment: 0 (days)
Contract Price with all approved Change Orders: $ 1,910,460	Contract Times with all approved Change Orders: Substantial Completion: September 30, 2025 Ready for final payment: October 21, 2025 (days or dates)

RECOMMENDED:

By: _____
ENGINEER (Authorized Signature)

Date: 5-20-25

APPROVED:

By: _____
OWNER (Authorized Signature)

Date: 5/21/25

ACCEPTED:

By: _____
CONTRACTOR (Authorized Signature)

Date: 5-21-25

EJCDC No. 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

SECTION III A
CONTRACT AGREEMENT

This Agreement made and entered into this 7th day of May, 2025, between the CITY OF OREGON CITY ("CITY"), acting by and through the City Commission and **S-2 CONTRACTORS, 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: **2025 OREGON CITY ROADWAY RECONSTRUCTION PROJECT PMUF (CI 24-006)** 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 Payment Bond Performance Bond State of Oregon Statutory Public Works Bond Prevailing Wage Rates for Public Works Contracts in Oregon, dated January 5, 2025 Prevailing Wage Apprenticeship Rates dated January 5, 2025 Definitions of Covered Occupations for Public Works Contracts in Oregon dated October 5, 2024. 2021 Oregon Standard Specifications for Construction (ODOT and APWA) as referenced by these documents General Conditions Special Provisions Contract Drawings City of Oregon City Standard Details Addendum 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 **September 30, 2025** and ready for final acceptance by **October 21, 2025** 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 million, nine hundred ten thousand, four hundred sixty and zero cents ($1, 910, 460).**

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

By: Anthony J Konkol III
Anthony J Konkol III (May 9, 2025 16:28 PDT)
Anthony J. Konkol III
City Manager

By: Dayna Webb
Dayna Webb (May 9, 2025 11:47 PDT)
Dayna Webb, P.E.
Public Works Director

Approved as to Legal Sufficiency

By: Carrie Richter
Carrie Richter (May 8, 2025 13:24 PDT)
City Attorney

City Commission Award Date:

May 07, 2025

CONTRACTOR NAME

S-2 Contractors Inc.
Printed Name

By: William Shunn
William Shunn (May 9, 2025 09:48 PDT)
Authorized Signature

V.P.
Title

May 9, 2025
Date

Address:
6860 S. Anderson Rd.

Aurora OR.

97002

93-1025924
Federal Taxpayer ID Number

UNEXECUTED 2025-10-21 S-2 Contractors 2025-10-21

Final Audit Report 2025-05-09

Created:	2025-05-08
By:	Jakob Wiley (recorderteam@orcity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAuVPwkDwAW3ewbuXbAa8YftGdBUjmOPkQ

"UNEXECUTED 2025-10-21 S-2 Contractors 2025-10-21" History

Document created by Jakob Wiley (recorderteam@orcity.org)
2025-05-08 - 8:06:52 PM GMT

Document emailed to Dayna Webb (dwebb@orcity.org) for signature
2025-05-08 - 8:06:57 PM GMT

Document emailed to Anthony J Konkol III (tkonkol@orcity.org) for signature
2025-05-08 - 8:06:57 PM GMT

Document emailed to Carrie Richter (crichter@batemanseidel.com) for signature
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2025-05-08 - 8:06:58 PM GMT

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2025-05-08 - 8:24:04 PM GMT

Document e-signed by Carrie Richter (crichter@batemanseidel.com)
Signature Date: 2025-05-08 - 8:24:21 PM GMT - Time Source: server

Email viewed by bshunn@s2contractorsinc.com
2025-05-09 - 4:45:46 PM GMT

Signer bshunn@s2contractorsinc.com entered name at signing as William Shunn
2025-05-09 - 4:48:13 PM GMT

Document e-signed by William Shunn (bshunn@s2contractorsinc.com)
Signature Date: 2025-05-09 - 4:48:15 PM GMT - Time Source: server

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2025-05-09 - 6:46:51 PM GMT

Document e-signed by Dayna Webb (dwebb@orcity.org)

Signature Date: 2025-05-09 - 6:47:10 PM GMT - Time Source: server

Email viewed by Anthony J Konkol III (tkonkol@orcity.org)

2025-05-09 - 11:27:58 PM GMT

Document e-signed by Anthony J Konkol III (tkonkol@orcity.org)

Signature Date: 2025-05-09 - 11:28:12 PM GMT - Time Source: server

Agreement completed.

2025-05-09 - 11:28:12 PM GMT

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Adobe
Acrobat Sign

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Dayna Webb, Public Works Director		

SUBJECT:
Item 7.c. - Resolution No. 25-16, Temporarily Exempting Construction Activities from the Prohibition Against Unlawful Noises for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) and Declaring an Emergency

STAFF RECOMMENDATION:
Staff recommends that the City Commission review and approve Resolution No. 25-16, allowing night work to occur on the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) from June 30, 2025, to August 1, 2025.

EXECUTIVE SUMMARY:
The 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) requires roadway construction on some roadway sections at night to reduce traffic impacts and to comply with ODOT permitting requirements.

BACKGROUND:
The 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) requires roadway construction on the following roadway sections, which will be best completed at night:

- Warner Milne Road: Beavercreek Road to Fox Lane
- Main Street: 99E to 6th Street
- 6th Street: 99E to Railroad Avenue
- South 2nd Street: 99E to High Street

The Oregon Department of Transportation (ODOT) requires road resurfacing work on 6th St., Main St., and South 2nd to occur during the evening hours. Concrete work will occur during the day as it is less impactful to traffic. The design has been reviewed by the Public Works Department and is approved.

Transportation flow is vital to the economic and mobility interests of the City. Construction of these improvements during the day would cause excessive traffic delays and impacts to the community. Staff reviewed the proposed traffic control plan and concluded it was appropriate to require night work for this work due to ODOT permitting requirements on 6th Street, Main Street, and South 2nd Street as well as the traffic volumes on Warner Milne Road.

Per Oregon City Municipal Code (OCMC) 9.12.023(E),"The construction, demolition, alteration or repair of any building or the excavation of any streets and highways in a residentially zoned neighborhood that occurs: between the hours of 6:00 PM and 7:00 AM, Monday through Friday; and between 6:00 PM and 9:00 AM on Saturday and Sunday" is prohibited. Because of this, staff request a temporary noise exemption for the roadway construction to occur at night.

This request is for five (5) weeks of night construction work to be permitted, to successfully complete the roadway improvements. This project needs the working hours to be 8:00 PM to 7:00 AM, Sunday night through Thursday night, from June 30, 2025 to August 1, 2025.

As a part of the project notification, the contractor will provide written notification to properties within the project area. The outreach will include the contractor's contact information, to voice concerns about noise levels and/or impacts to property during the project, such as utility disruptions, impacts to driveways, etc. City staff will also be reaching out to potentially impacted properties through the Downtown Oregon City Association and individual in-person contact.

Per Oregon City Municipal Code (OCMC) 2.52.020, "emergencies" include "... utility or transportation emergencies." OCMC 2.52.040 (L) authorizes the City, in cases of emergency, to "...order such other measures as are necessary for the protection of life or property, or for the recovery from the emergency." Staff request these codes be utilized to fulfill the construction needs of this project.

OPTIONS:

1. Approve Resolution No. 25-16, Temporarily Exempting Construction Activities from the Prohibition Against Unlawful Noises for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) and Declaring an Emergency.
2. Approve Resolution No. 25-16, Temporarily Exempting Construction Activities from the Prohibition Against Unlawful Noises for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) and Declaring an Emergency with Amendments.
3. Deny Resolution No. 25-16, Temporarily Exempting Construction Activities from the Prohibition Against Unlawful Noises for the 2025 Oregon City Roadway Reconstruction Project PMUF (CI 24-006) and Declaring an Emergency and provide further direction.

BUDGET IMPACT:

Amount	$0.00
Fiscal Year(s):	N/A
Funding Source(s):	N/A

RESOLUTION NO. 25-16

A RESOLUTION DECLARING AN EMERGENCY AND TEMPORARILY EXEMPTING THE CONSTRUCTION ACTIVITIES IN 6th STREET, MAIN STREET, SOUTH 2ND STREET AND WARNER MILNE ROAD RIGHT-OF-WAYS AND TRAVEL LANES ASSOCIATED WITH THE 2025 OREGON CITY ROADWAY RECONSTRUCTION PROJECT PMUF (CI-24-006) FROM THE PROHIBITION AGAINST UNLAWFUL NOISES

WHEREAS, Oregon City Municipal Code (OCMC) 2.52.020 defines "emergencies" to include "utility or transportation emergencies"; and

WHEREAS, OCMC 2.52.040(L) authorizes the City, in cases of emergency to "order such other measures as are necessary for the protection of life or property, or for the recovery from the emergency"; and

WHEREAS, the City would be acting in the best public interest by facilitating the completion of the roadway improvements serving the 2025 Oregon City Roadway Reconstruction Project PMUF (CI-24-006) ("Project") and within the 6th Street, Main Street, South 2nd Street and Warner Milne Road travel lanes; and

WHEREAS, transportation in the vicinity of this Project is vital to the community, and completing the needed work at night is vital to the economic and mobility interests of the City; and

WHEREAS, OCMC 9.12.023(E) declares the construction, demolition, alteration or repair of any building or the excavation of any streets and highways in a residentially zoned neighborhood between the hours of 6:00 PM and 7:00 AM, Monday through Friday; and between 6:00 PM and 9:00 AM on Saturday and Sunday to be a violation.

NOW, THEREFORE, OREGON CITY RESOLVES AS FOLLOWS:

Section 1. The City Commission declares an emergency, limited to the roadway construction within the 6th Street, Main Street, South 2nd Street, and Warner Milne Road travel lanes associated with the 2025 Oregon City Roadway Reconstruction Project PMUF (CI-24-006) ("Project") as shown in the map attached **as Exhibit A** to this resolution. Consistent with OCMC 2.52.070 and, by this resolution, the Commission declares an emergency from June 30, 2025 at 8:00 PM to August 1, 2025 at 7:00 AM.

Section 2. Based on the emergency identified above, the City Commission grants the construction activities in 6th Street, Main Street, South 2nd Street, and Warner Milne Road rights-of-way exemption from Section 9.12.020 of the Oregon City Municipal Code for construction activities associated with constructing the roadway improvements in the

Project area and affecting the 6th Street, Main Street, South 2nd Street, and Warner Milne Road traffic, during the period identified above in Section 1 of this resolution.

Section 3. This resolution shall take effect immediately upon its adoption by the City Commission.

Section 4. The City Commission hereby directs the City Manager and City staff to undertake all appropriate and practical measures to lessen the impacts of night-time work on City residents and businesses as authorized by this resolution.

Section 5. The City Commission adopts these procedures to prevent, minimize, respond to or recover from the emergency consistent with OCMC 2.52.040.

Approved and adopted at a regular meeting of the City Commission held on the 18th day of June 2025.

_____
Denyse C. McGriff, Mayor

Attested to this 18th Day of June 2025

_____
Jakob Wiley, City Recorder

Approved as to legal sufficiency:

_____
City Attorney

Attachment:
Exhibit A – Site Map

City of Oregon City

GEOGRAPHIC INFORMATION SYSTEM

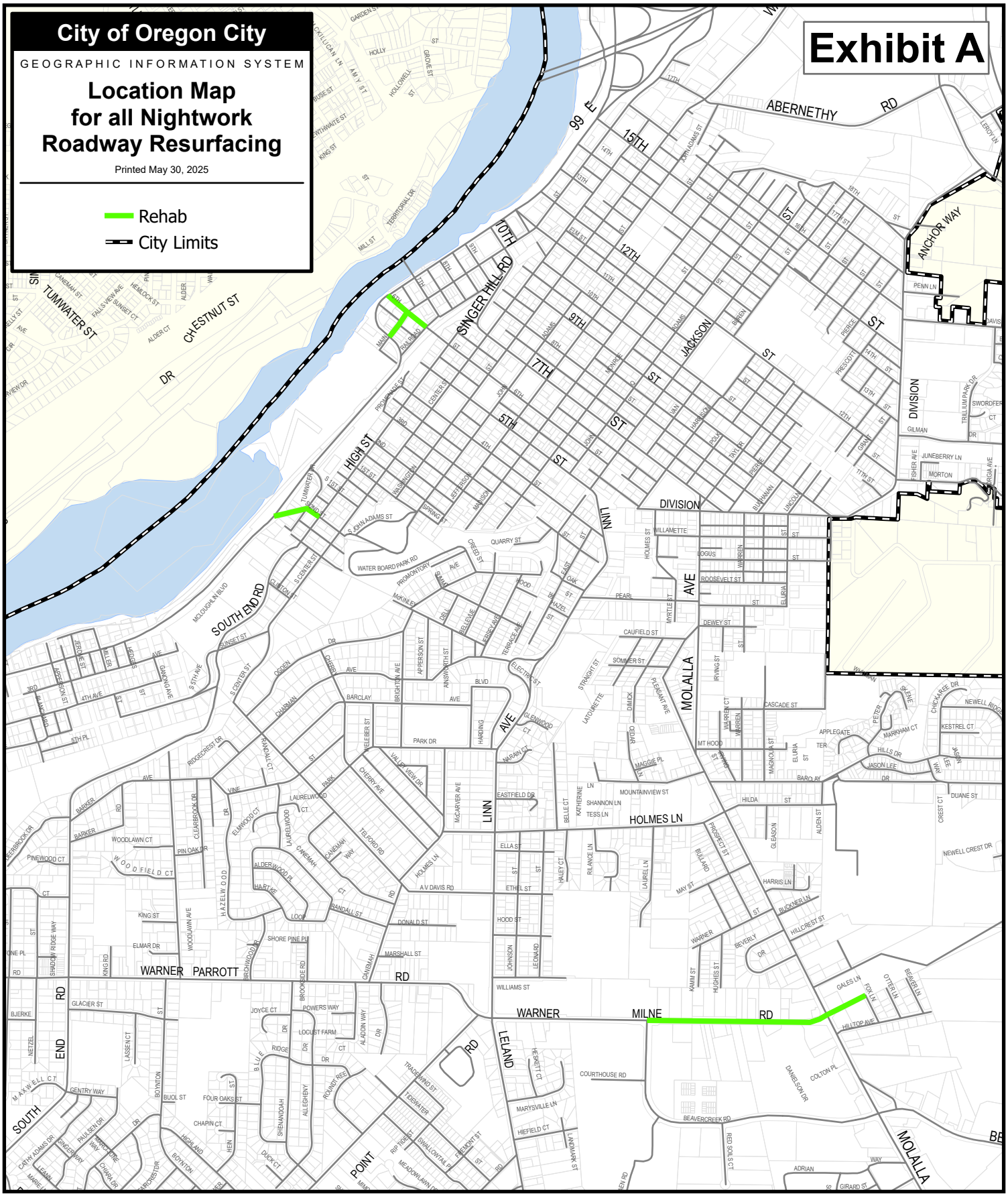
Location Map for all Nightwork Roadway Resurfacing

Printed May 30, 2025

Rehab

City Limits

Exhibit A



The City of Oregon City makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. This map is not suitable for legal, engineering, or surveying purposes. Notification of any errors is appreciated.

Please recycle with colored office grade paper.

N W E S

0 350 700 1,400 Feet

City of Oregon City
P.O. Box 3040
625 Center St
Oregon City, OR 97045
503-657-0891 phone
503-657-6629 fax
www.orcity.org

Plot date: May 30, 2025; Plot name: PMUF 2025 - Exhibit A - Nightwork - 20250530 - 8_5x11P.pdf; Map name: PRO - PMUF 2025|PMUF 2025 - Exhibit A - Nightwork

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Dayna Webb, Public Works Director		

SUBJECT:
Item 7.d. - Miscellaneous Contracts and Agreement with the Oregon Department of Transportation for Washington Street: Metro South - Abernethy Road Project

STAFF RECOMMENDATION:
Authorize the City Manager to execute Miscellaneous Contracts and Agreement No. 73000-00042189 between the City of Oregon City (City) and the Oregon Department of Transportation for the delivery of the Washington Street: Metro South - Abernethy Road Project.

EXECUTIVE SUMMARY:
This Miscellaneous Contracts and Agreement for the Washington Street: Metro South - Abernethy Road Project allows ODOT to deliver this federally funded project on behalf of Oregon City, who is not certified to deliver federally funded project.

BACKGROUND:
The developer of the Abernethy Green project applied for funding through the FY 2024 Community Project Funding through Congresswoman Chavez-Deremer's office to support modernization of road systems and provide easier, safer access to community, retail, and entertainment facilities around the proposed project.

Following the decision by the developer to pause their project, the City agreed to accept the federal funding, provide the local match, and deliver the project if awarded funding. The match ($457,817.90) for the project would be provided by Transportation System Development Charges. In March 2024, the FY 2024 HR 4366 Consolidated Appropriations Act was approved. This included $4 million in Community Project Funding for the Abernethy Green project.

As Oregon City is not certified to deliver a federally funded transportation project, the City will work with ODOT to deliver the project. This Miscellaneous Contracts and Agreement lays the foundation for delivering a federally funded project. The State Transportation Improvement Program (STIP) and the Metropolitan Transportation Improvement Program (MTIP) have been amended to include the project and associated funding in those plans. Once this agreement is executed, staff will work with ODOT while they develop a Request for Proposals for consultant services to design the project.

Based on the latest update from ODOT, Earmark projects are continuing to move forward.

Staff will provide an update if that changes.

OPTIONS:

1. Approve Miscellaneous Contracts and Agreement with the Oregon Department of Transportation for Washington Street: Metro South - Abernethy Road Project.
2. Approve Miscellaneous Contracts and Agreement with the Oregon Department of Transportation for Washington Street: Metro South - Abernethy Road Project with Amendments.
3. Deny Miscellaneous Contracts and Agreement with the Oregon Department of Transportation for Washington Street: Metro South - Abernethy Road Project and provide further direction.

BUDGET IMPACT:

Amount	$457,817.90 Grant Match
Fiscal Year(s):	FY 2025-2026
Funding Source(s):	Transportation SDC

A156-G092921

ODOT Delivered Federal Project
On Behalf of Oregon City
Project Name: Washington Street: Metro South - Abernethy Rd
Key Number: 23759

THIS AGREEMENT ("Agreement") is made and entered into by and between the STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State" or "ODOT," and the Oregon City, acting by and through its elected officials, hereinafter referred to as "Agency," both herein referred to individually as "Party" and collectively as "Parties."

RECITALS

1. By the authority granted in Oregon Revised Statute (ORS) 190.110, 366.572 and 366.576, state agencies may enter into cooperative agreements with counties, cities and units of local governments for the performance of any or all functions and activities that a party to the Agreement, its officers, or agents have the authority to perform.

2. Washington Street: Metro South - Abernethy Road is a part of the city street system under the jurisdiction and control of Agency.

3. The Project was selected as a part of the USDOT Earmark 2024 and may include a combination of federal and state funds. "Project" is defined under Terms of Agreement, paragraph 1 of this Agreement.

4. Agency has agreed that State will deliver this Project on behalf of the Agency.

The Stewardship and Oversight Agreement On Project Assumption and Program Oversight By and Between Federal Highway Administration, Oregon Division and the State of Oregon Department of Transportation ("Stewardship Agreement") documents the roles and responsibilities of the State with respect to project approvals and responsibilities regarding delivery of the Federal Aid Highway Program. This includes the State's oversight and reporting requirements related to locally administered projects. The provisions of that agreement are hereby incorporated and included by reference.

NOW THEREFORE the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

TERMS OF AGREEMENT

1. Under such authority, Agency and State agree to State delivering the Washington Street: Metro South - Abernethy Road on behalf of Agency, hereinafter referred to as “Project.” Project includes modernizing road systems to provide easier, safer access to community, retail, and entertainment facilities. Construction of a center turn lane, pedestrian level street lighting, sidewalks, and a planter/stormwater treatment area. Also, installation of rectangular rapid-flashing beacon (RRFB) at a high volume pedestrian crossing area. The location of the Project is approximately as shown on the map attached hereto, marked "Exhibit A," and by this reference made a part hereof.

2. Agency agrees that, if State hires a consultant to design the Project, State will serve as the lead contracting agency and contract administrator for the consultant contract related to the work under this Agreement.

3. Project Costs and Funding.

   a. The total Project cost is estimated at $4,457,000.00, which is subject to change. Federal funds for this Project shall be limited to $3,999,266.10. Agency shall be responsible for all remaining costs, including any non-participating costs, all costs in excess of the federal funds, and the 10.27 percent match for all eligible costs. Any unused funds obligated to this Project will not be paid out by State and will not be available for use by Agency for this Agreement or any other projects. “Total Project Cost” means the estimated cost to complete the entire Project, and includes any federal funds, state funds, local matching funds, and any other funds.

   b. With the exception of Americans with Disabilities Act of 1990-related design standards and exceptions, State shall consult with Agency on Project decisions that impact Total Project Cost involving the application of design standards, design exceptions, risks, schedule, and preliminary engineering charges, for work performed on roadways under local jurisdiction. State will allow Agency to participate in regular meetings and will use all reasonable efforts to obtain Agency’s concurrence on plans. State shall consult with Agency prior to making changes to Project scope, schedule, or budget. However, State may award a construction contract up to ten (10) percent (%) over engineer’s estimate without prior approval of Agency.

   c. Federal funds under this Agreement are provided under Title 23, United States Code.

   d. ODOT does not consider Agency to be a subrecipient or contractor under this Agreement for purposes of federal funds. The Assistance Listing (AL) number for this Project is 20.205, title Highway Planning and Construction. Agency is not elgible to be reimbursed for work performed under this Agreement.

   e. State will submit the requests for federal funding to the Federal Highway Administration (FHWA). The federal funding for this Project is contingent upon approval of each funding request by FHWA. Any work performed outside the period

of performance or scope of work approved by FHWA will be considered nonparticipating and paid for at Agency expense.

f. Agency guarantees the availability of Agency funding in an amount required to fully fund Agency's share of the Project.

4. The term of this Agreement shall begin on the date all required signatures are obtained and shall terminate upon completion of the Project and final payment or ten (10) calendar years following the date all required signatures are obtained, whichever is sooner.

5. Termination.

a. This Agreement may be terminated by mutual written consent of both Parties.

b. State may terminate this Agreement upon 30 days' written notice to Agency.

c. State may terminate this Agreement effective upon delivery of written notice to Agency, or at such later date as may be established by State, under any of the following conditions:

i. If Agency fails to provide services called for by this Agreement within the time specified herein or any extension thereof.

ii. If Agency fails to perform any of the other provisions of this Agreement or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from State fails to correct such failures within ten (10) days or such longer period as State may authorize.

iii. If Agency fails to provide payment of its share of the cost of the Project.

iv. If State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.

v. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or if State is prohibited from paying for such work from the planned funding source.

d. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.

6. **Americans with Disabilities Act Compliance**:

a. When the Project scope includes work on sidewalks, curb ramps, or pedestrian-activated signals or triggers an obligation to address curb ramps or pedestrian signals, the Parties shall:

i. Utilize ODOT standards to assess and ensure Project compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as amended (together, "ADA"), including ensuring that all sidewalks, curb ramps, and pedestrian-activated signals meet current ODOT Highway Design Manual standards;

ii. Follow ODOT's processes for design, construction, or alteration of sidewalks, curb ramps, and pedestrian-activated signals, including using the ODOT Highway Design Manual, ODOT Design Exception process, ODOT Standard Drawings, ODOT Construction Specifications, providing a temporary pedestrian accessible route plan and current ODOT Curb Ramp Inspection form;

iii. At Project completion, send a completed ODOT Curb Ramp Inspection Form 734-5020 to the address on the form as well as to State's Project Manager for each curb ramp constructed or altered as part of the Project. The completed form is the documentation required to show that each curb ramp meets ODOT standards and is ADA compliant. ODOT's fillable Curb Ramp Inspection Form and instructions are available at the following address:

https://www.oregon.gov/ODOT/Engineering/Pages/Accessibility.aspx; and

b. Agency shall ensure that any portions of the Project under Agency's maintenance jurisdiction are maintained in compliance with the ADA throughout the useful life of the Project. This includes, but is not limited to, Agency ensuring that:

i. Pedestrian access is maintained as required by the ADA,

ii. Any complaints received by Agency identifying sidewalk, curb ramp, or pedestrian-activated signal safety or access issues are promptly evaluated and addressed,

iii. Agency, or abutting property owner, pursuant to local code provisions, performs any repair or removal of obstructions needed to maintain the facility in compliance with the ADA requirements that were in effect at the time the facility was constructed or altered,

iv. Any future alteration work on Project or Project features during the useful life of the Project complies with the ADA requirements in effect at the time the future alteration work is performed, and

v. Applicable permitting and regulatory actions are consistent with ADA requirements.

c. Maintenance obligations in this section shall survive termination of this Agreement.

7. State shall ensure compliance with the Cargo Preference Act and implementing regulations (46 CFR Part 381) for use of United States-flag ocean vessels transporting

materials or equipment acquired specifically for the Project. Strict compliance is required, including but not limited to the clauses in 46 CFR 381.7(a) and (b) which are incorporated by reference. State shall also include this requirement in all contracts and ensure that contractors include the requirement in their subcontracts.

8. Agency grants State the right to enter onto Agency right of way for the performance of duties as set forth in this Agreement.

9. The Parties acknowledge and agree that State, the Oregon Secretary of State's Office, the federal government, and their duly authorized representatives shall have access to the books, documents, papers, and records of the Parties which are directly pertinent to the specific Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of six (6) years after completion of the Project and final payment. Copies of applicable records shall be made available upon request. Payment for costs of copies is reimbursable by the requesting party.

10. The Special and Standard Provisions attached hereto, marked Attachments 1 and 2, respectively, are incorporated by this reference and made a part hereof. The Standard Provisions apply to all federal-aid projects and may be modified only by the Special Provisions. The Parties hereto mutually agree to the terms and conditions set forth in Attachments 1 and 2. In the event of a conflict, this Agreement shall control over the attachments, and Attachment 1 shall control over Attachment 2.

11. Agency shall assume sole liability for Agency’s breach of any federal statutes, rules, program requirements and grant provisions applicable to the federal funds, and shall, upon Agency’s breach of any such conditions that requires the State to return funds to FHWA, hold harmless and indemnify the State for an amount equal to the funds received under this Agreement.

12. Agency and State are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

13. State and Agency hereto agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

14. Notwithstanding anything in this Agreement or implied to the contrary, the rights and obligations set out in the following paragraphs of this Agreement shall survive Agreement expiration or termination, as well as any provisions of this Agreement that by their context are intended to survive: Terms of Agreement Paragraphs 3.e (Funding), 5.d (Termination), 6.c (ADA maintenance), 9-14, 17 (Integration, Merger;

Waiver); and Attachment 2, paragraphs 1 (Project Administration), 7, 9, 11, 13 (Finance), and 37-41 (Maintenance and Contribution).

15. Agency certifies and represents that the individual (s) signing this Agreement has been authorized to enter into and execute this Agreement on behalf of Agency, under the direction or approval of its governing body, commission, board, officers, members or representatives, and to legally bind Agency.

16. This Agreement may be executed in several counterparts all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.

17. This Agreement and attached exhibits constitute the entire agreement between the Parties on the subject matter hereof. In the event of conflict, the body of this Agreement and the attached exhibits will control over Project application and documents provided by Agency to State. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision. Notwithstanding this provision, the Parties may enter into a Right Of Way Services Agreement in furtherance of the Project.

18. State's Contract Administrator for this Agreement is Mahasti Hastings, 123 Flanders Street, Portland, OR, Mahasti.V.HASTINGS@odot.oregon.gov or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.

19. Agency's Contract Administrator for this Agreement is Dayna Webb, City Engineer, City of Oregon, PO box.3040, 13895 Fir Street, Oregon City, OR 97045, dwebb@orcity.org, or assigned designee upon individual's absence. Agency shall notify the other Party in writing of any contact information changes during the term of this Agreement.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

This Project is in the 2024-2027 Statewide Transportation Improvement Program (STIP), (Key 23759) that was adopted by the Oregon Transportation Commission on July 13, 2023 (or subsequently by amendment to the STIP).

CITY OF OREGON CITY, by and through its elected officials

By _____

Title _____

LEGAL REVIEW APPROVAL

By _____
City Attorney

Date _____

Agency Contact:
Dayna Webb, City Engineer
City of Oregon City
PO Box 3040
13895 Fir Street
Oregon City, OR 97045
971-204-4633
dwebb@orcity.org

State Contact:
Mahasti Hastings, Project Manager
123 Flanders Street,
Portland, OR 97209
971-264-8253
Mahasti.V.HASTINGS@odot.oregon.gov

STATE OF OREGON, by and through its Department of Transportation

By _____
Region 1 Manager

Date _____

APPROVAL RECOMMENDED

By _____
State Right of Way Manager

Date _____

By _____
State Roadway Engineer

Date _____

By _____
Region 1 Right of Way Program Manager

Date _____

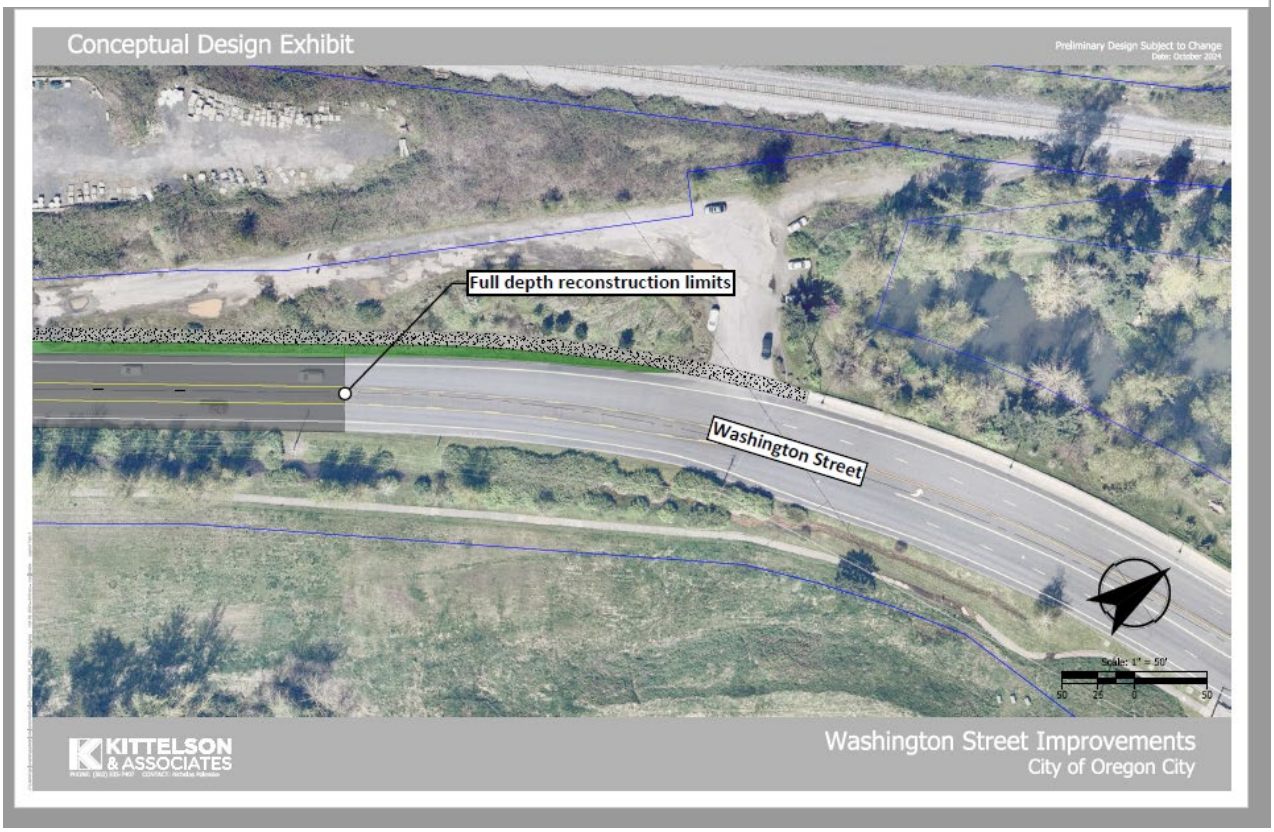
APPROVED AS TO LEGAL SUFFICIENCY

By Stacy Posegate_____
Assistant Attorney General

Date__via email dated 06/3/2025____

EXHIBIT A – Project Location Map

Conceptual Design Exhibit
Preliminary Design Subject to Change
Date: October 2024
Full depth reconstruction limits
Washington Street
Scale: 1" = 50'
50 25 0 50
KITTELSON & ASSOCIATES
Washington Street Improvements
City of Oregon City


Conceptual Design Exhibit
Preliminary Design Subject to Change
Date: October 2024
Full depth reconstruction limits
Washington Street
Scale: 1" = 50'
50 25 0 50
KITTELSON & ASSOCIATES
Washington Street Improvements
City of Oregon City

ATTACHMENT NO. 1 to AGREEMENT NO. 73000-00042189
SPECIAL PROVISIONS

1. State or its consultant shall conduct all work components necessary to complete the Project, except for those responsibilities specifically assigned to Agency in this Agreement.

   a. State or its consultant shall conduct preliminary engineering and design work required to produce final plans, specifications, and cost estimates in accordance with current state and federal laws and regulations; obtain all required permits; acquire necessary right of way and easements; and arrange for all utility relocations and adjustments.

   b. State will advertise, bid, and award the construction contract. Upon State's award of the construction contract, a consultant hired and overseen by the State shall be responsible for contract administration and construction engineering & inspection, including all required materials testing and quality documentation. State shall make all contractor payments.

   c. State will perform project management and oversight activities throughout the duration of the Project. The cost of such activities will be billed to the Project.

2. State and Agency agree that the useful life of this Project is defined as 20 years.

3. If Agency fails to meet the requirements of this Agreement or the underlying federal regulations, State may withhold the Agency's proportional share of Highway Fund distribution necessary to reimburse State for costs incurred by such Agency breach.

4. State will purchase right of way in State's name. Upon completion of the Project, State and Agency agree that any right of way purchased outside of State jurisdiction will be transferred to Agency. Agency agrees to take title to the property in the form presented by ODOT and shall maintain the property pursuant to this Agreement. Agency shall use the property for public road purposes. If the property is no longer used for public road purposes, it shall revert to State.

5. To reflect the changes made to 23 U.S.C. 102 by the Infrastructure Investment and Jobs Act of 2021 (Public Law 117-58), Paragraph 11.b. of Attachment No. 2 Federal Standard Provisions is deleted in its entirety.

ATTACHMENT NO. 2
FEDERAL STANDARD PROVISIONS

PROJECT ADMINISTRATION

1. State (ODOT) is acting to fulfill its responsibility to the Federal Highway Administration (FHWA) by the administration of this Project, and Agency (i.e. county, city, unit of local government, or other state agency) hereby agrees that State shall have full authority to carry out this administration. If requested by Agency or if deemed necessary by State in order to meet its obligations to FHWA, State will act for Agency in other matters pertaining to the Project. Prior to taking such action, State will confer with Agency concerning actions necessary to meet federal obligations. State and Agency shall each assign a person in responsible charge "liaison" to coordinate activities and assure that the interests of both Parties are considered during all phases of the Project.

2. Any project that uses federal funds in project development is subject to plans, specifications and estimates (PS&E) review and approval by FHWA or State acting on behalf of FHWA prior to advertisement for bid proposals, regardless of the source of funding for construction.

3. State will provide or secure services to perform plans, specifications and estimates (PS&E), construction contract advertisement, bid, award, contractor payments and contract administration. A State-approved consultant may be used to perform preliminary engineering, right of way and construction engineering services.

4. Agency may perform only those elements of the Project identified in the special provisions.

PROJECT FUNDING REQUEST

5. State shall submit a separate written Project funding request to FHWA requesting approval of federal-aid participation for each project phase including a) Program Development (Planning), b) Preliminary Engineering (National Environmental Policy Act - NEPA, Permitting and Project Design), c) Right of Way Acquisition, d) Utilities, and e) Construction (Construction Advertising, Bid and Award). Any work performed prior to FHWA's approval of each funding request will be considered nonparticipating and paid for at Agency expense. State, its consultant or Agency shall not proceed on any activity in which federal-aid participation is desired until such written approval for each corresponding phase is obtained by State. State shall notify Agency in writing when authorization to proceed has been received from FHWA. All work and records of such work shall be in conformance with FHWA rules and regulations.

FINANCE

6. Federal funds shall be applied toward Project costs at the current federal-aid matching ratio, unless otherwise agreed and allowable by law. Agency shall be responsible for the entire match amount for the federal funds and any portion of the Project, which is not covered by federal funding, unless otherwise agreed to and specified in the intergovernmental Agreement (Project Agreement). Agency must obtain written approval from State to use in-kind contributions rather than cash to satisfy all or part of the matching funds requirement. If federal funds are used, State will specify the Catalog of Federal Domestic Assistance (CFDA) number in the Project Agreement. State will also determine and clearly state in the Project Agreement if recipient is a subrecipient or contractor, using the criteria in 2 CFR 200.331.

7. If the estimated cost exceeds the total matched federal funds available, Agency shall deposit its share of the required matching funds, plus 100 percent of all costs in excess of the total matched federal funds. Agency shall pay one hundred (100) percent of the cost of any item in which FHWA will not participate. If Agency has not repaid any non-participating cost, future allocations of federal funds or allocations of State Highway Trust Funds to Agency may be withheld to pay the non-participating costs. If State approves processes, procedures, or contract administration that result in items being declared non-participating by FHWA, such items deemed non-participating will be negotiated between Agency and State. Agency agrees that costs incurred by State and Agency for services performed in connection with any phase of the Project shall be charged to the Project, unless otherwise mutually agreed upon by the Parties.

8. Agency's estimated share and advance deposit.

   a) Agency shall, prior to commencement of the preliminary engineering and/or right of way acquisition phases, deposit with State its estimated share of each phase. Exception may be made in the case of projects where Agency has written approval from State to use in-kind contributions rather than cash to satisfy all or part of the matching funds requirement.

   b) Agency's construction phase deposit shall be one hundred ten (110) percent of Agency's share of the engineer's estimate and shall be received prior to award of the construction contract. Any additional balance of the deposit, based on the actual bid, must be received within forty-five (45) days of receipt of written notification by State of the final amount due, unless the contract is cancelled. Any balance of a cash deposit in excess of amount needed, based on the actual bid, will be refunded within forty-five (45) days of receipt by State of the Project sponsor's written request.

   c) Pursuant to Oregon Revised Statutes (ORS) 366.425, the advance deposit may be in the form of 1) money deposited in the State Treasury (an option where a deposit is made in the Local Government Investment Pool), and an Irrevocable Limited Power of Attorney is sent to State's Active Transportation Section, Funding and Program Services Unit, or 2) an Irrevocable Letter of Credit issued by a local bank in the name of State, or 3) cash or check submitted to the Oregon Department of Transportation.

9. If Agency makes a written request for the cancellation of a federal-aid project; Agency shall bear one hundred (100) percent of all costs incurred as of the date of cancellation. If State was the sole cause of the cancellation, State shall bear one hundred (100) percent of all costs incurred. If it is determined that the cancellation was caused by third parties or circumstances beyond the control of State or Agency, Agency shall bear all costs, whether incurred by State or Agency, either directly or through contract services, and State shall bear any State administrative costs incurred. After settlement of payments, State shall deliver surveys, maps, field notes, and all other data to Agency.

10. Agency shall make additional deposits, as needed, upon request from State. Requests for additional deposits shall be accompanied by an itemized statement of expenditures and an estimated cost to complete the Project.

11. Agency shall, upon State's written request for reimbursement in accordance with Title 23, CFR part 630.112(c) 1 and 2, as directed by FHWA, reimburse State for federal-aid funds distributed to Agency if any of the following events occur:

a) Right of way acquisition is not undertaken, or actual construction is not started by the close of the twentieth federal fiscal year following the federal fiscal year in which the federal-aid funds were authorized for right of way acquisition. Agency may submit a written request to State's Liaison for a time extension beyond the twenty (20) year limit with no repayment of federal funds and State will forward the request to FHWA. FHWA may approve this request if it is considered reasonable.

b) Right of way acquisition or actual construction of the facility for which preliminary engineering is undertaken is not started by the close of the tenth federal fiscal year following the federal fiscal year in which the federal-aid funds were authorized. Agency may submit a written request to State's Liaison for a time extension beyond the ten (10) year limit with no repayment of federal funds and State will forward the request to FHWA. FHWA may approve this request if it is considered reasonable.

12. State shall, on behalf of Agency, maintain all Project documentation in keeping with State and FHWA standards and specifications. This shall include, but is not limited to, daily work records, quantity documentation, material invoices and quality documentation, certificates of origin, process control records, test results, and inspection records to ensure that the Project is completed in conformance with approved plans and specifications.

13. State shall submit all claims for federal-aid participation to FHWA in the normal manner and compile accurate cost accounting records. State shall pay all reimbursable costs of the Project. Agency may request a statement of costs-to-date at any time by submitting a written request. When the final total cost of the Project has been computed, State shall furnish Agency with an itemized statement. Agency shall pay an amount which, when added to said advance deposit and federal reimbursement payment, will equal one hundred (100) percent of the final total cost of the Project. Any portion of deposits made in excess of the final total cost of the Project, minus federal reimbursement, shall be released to Agency. The actual cost of services provided by State will be charged to the Project expenditure account(s) and will be included in the final total cost of the Project.

DESIGN STANDARDS

14. Agency and State agree that minimum design standards on all local agency jurisdictional roadway or street projects on the National Highway System (NHS) and projects on the non-NHS shall be the American Association of State Highway and Transportation Officials (AASHTO) standards and be in accordance with State's Oregon Bicycle & Pedestrian Design Guide (current version). State or its consultant shall use either AASHTO's A Policy on Geometric Design of Highways and Streets (current version) or State's Resurfacing, Restoration and Rehabilitation (3R) design standards for 3R projects. State or its consultant may use AASHTO for vertical clearance requirements on Agency's jurisdictional roadways or streets.

15. Agency agrees that if the Project is on the Oregon State Highway System or a State-owned facility, that design standards shall be in compliance with standards specified in the current ODOT Highway Design Manual and related references. Construction plans for such projects shall be in conformance with standard practices of State and all specifications shall be in substantial compliance with the most current Oregon Standard Specifications for Highway Construction and current Contract Plans Development Guide.

16. State and Agency agree that for all projects on the Oregon State Highway System or a State-owned facility, any design element that does not meet ODOT Highway Design Manual design standards must be justified and documented by means of a design exception. State and Agency further agree that for all projects on the NHS, regardless of funding source; any design element that does not

meet AASHTO standards must be justified and documented by means of a design exception. State shall review any design exceptions on the Oregon State Highway System and retain authority for said approval. FHWA shall review any design exceptions for projects subject to Project of Division Interest and retains authority for their approval.

17. ODOT agrees all traffic control devices and traffic management plans shall meet the requirements of the current edition of the Manual on Uniform Traffic Control Devices and Oregon Supplement as adopted in Oregon Administrative Rule (OAR) 734-020-0005. State or its consultant shall, on behalf of Agency, obtain the approval of the State Traffic Engineer prior to the design and construction of any traffic signal, or illumination to be installed on a state highway pursuant to OAR 734-020-0430.

PRELIMINARY & CONSTRUCTION ENGINEERING

18. Preliminary engineering and construction engineering may be performed by either a) State, or b) a State-approved consultant. Engineering work will be monitored by State to ensure conformance with FHWA rules and regulations. Project plans, specifications and cost estimates shall be performed by either a) State, or b) a State-approved consultant. State shall review and approve Project plans, specifications and cost estimates. State shall, at project expense, review, process and approve, or submit for approval to the federal regulators, all environmental statements. State shall offer Agency the opportunity to review the documents prior to advertising for bids.

19. Architectural, engineering, photogrammetry, transportation planning, land surveying and related services (A&E Services) as needed for federal-aid transportation projects must follow the State's processes to ensure federal reimbursement. State will award, execute, and administer the contracts. State's personal services contracting process and resulting contract document will follow Title 23 CFR part 172, 2 CFR part 1201, ORS 279A.055, 279C.110, 279C.125, OAR 731-148-0130, OAR 731-148-0220(3), OAR 731-148-0260 and State Personal Services Contracting Procedures, as applicable and as approved by the FHWA. Such personal services contract(s) shall contain a description of the work to be performed, a project schedule, and the method of payment. No reimbursement shall be made using federal-aid funds for any costs incurred by Agency or the state approved consultant prior to receiving authorization from State to proceed.

20. The State or its consultant responsible for performing preliminary engineering for the Project shall, as part of its preliminary engineering costs, obtain all Project related permits necessary for the construction of said Project. Said permits shall include, but are not limited to, access, utility, environmental, construction, and approach permits. All pre-construction permits will be obtained prior to advertisement for construction.

21. State shall prepare construction contract and bidding documents, advertise for bid proposals, award all construction contracts, and administer the construction contracts.

22. Upon State's award of a construction contract, State shall perform quality assurance and independent assurance testing in accordance with the FHWA-approved Quality Assurance Program found in State's Manual of Field Test Procedures, process and pay all contractor progress estimates, check final quantities and costs, and oversee and provide intermittent inspection services during the construction phase of the Project.

23. State shall, as a Project expense, assign a liaison to provide Project monitoring as needed throughout all phases of Project activities (preliminary engineering, right-of-way acquisition, and construction). State's liaison shall process reimbursement for federal participation costs.

Disadvantaged Business Enterprises (DBE) Obligations

24. State and Agency agree to incorporate by reference the requirements of 49 CFR part 26 and State's DBE Program Plan, as required by 49 CFR part 26 and as approved by USDOT, into all contracts entered into under this Project Agreement. The following required DBE assurance shall be included in all contracts:

    "*The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of Title 49 CFR part 26 in the award and administration of federal-aid contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Agency deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).*"

25. State and Agency agree to comply with all applicable civil rights laws, rules and regulations, including Title V and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and Titles VI and VII of the Civil Rights Act of 1964.

26. The Parties hereto agree and understand that they will comply with all applicable federal, state, and local laws, regulations, executive orders and ordinances applicable to the work including, but not limited to, the provisions of ORS 279C.505, 279C.515, 279C.520, 279C.530 and 279B.270, incorporated herein by reference and made a part hereof; Title 23 CFR parts 1.11, 140, 635, 710, and 771; Title 49 CFR parts 24 and 26; , 2 CFR 1201; Title 23, USC, Federal-Aid Highway Act; Title 41, Chapter 1, USC 51-58, Anti-Kickback Act; Title 42 USC; Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970, as amended, the provisions of the FAPG and *FHWA Contract Administration Core Curriculum Participants Manual & Reference Guide*. State and Agency agree that FHWA-1273 Required Contract Provisions shall be included in all contracts and subcontracts verbatim and not by reference.

RIGHT OF WAY

27. Right of Way activities shall be conducted in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, ORS Chapter 35, FAPG, CFR, and the *ODOT Right of Way Manual*, Title 23 CFR part 710 and Title 49 CFR part 24.

28. State is responsible for proper acquisition of the necessary right of way and easements for construction and maintenance of projects. State or its consultant may perform acquisition of the necessary right of way and easements for construction and maintenance of the Project in accordance with the *ODOT Right of Way Manual*, and with the prior approval from State's Region Right of Way office.

29. If the Project has the potential of needing right of way, to ensure compliance in the event that right of way is unexpectedly needed, a right of way services agreement will be required. State, at Project expense, shall be responsible for requesting the obligation of project funding from FHWA. State, at Project expense, shall be entirely responsible for project acquisition and coordination of the right of way certification.

30. State or its consultant shall ensure that all project right of way monumentation will be conducted in conformance with ORS 209.155.

31. State and Agency grant each other authority to enter onto the other's right of way for the performance of non-construction activities such as surveying and inspection of the Project.

RAILROADS

32. State shall follow State established policy and procedures when impacts occur on railroad property. The policy and procedures are available through the State's Liaison, who will contact State's Railroad Liaison on behalf of Agency. Only those costs allowable under Title 23 CFR part 140 subpart I, and Title 23 part 646 subpart B shall be included in the total Project costs; all other costs associated with railroad work will be at the sole expense of Agency, or others.

UTILITIES

33. State or its consultant shall follow State established statutes, policies and procedures when impacts occur to privately or publicly-owned utilities. Policy, procedures and forms are available through the State Utility Liaison or State's Liaison. State or its consultant shall provide copies of all signed utility notifications, agreements and Utility Certification to the State Utility & Railroad Liaison. Only those utility relocations, which are eligible for reimbursement under the FAPG, Title 23 CFR part 645 subparts A and B, shall be included in the total Project costs; all other utility relocations shall be at the sole expense of Agency, or others. Agency may send a written request to State, at Project expense, to arrange for utility relocations/adjustments lying within Agency jurisdiction. This request must be submitted no later than twenty-one (21) weeks prior to bid let date. Agency shall not perform any utility work on state highway right of way without first receiving written authorization from State.

GRADE CHANGE LIABILITY

34. Agency, if a County, acknowledges the effect and scope of ORS 105.755 and agrees that all acts necessary to complete construction of the Project which may alter or change the grade of existing county roads are being accomplished at the direct request of the County.

35. Agency, if a City, hereby accepts responsibility for all claims for damages from grade changes. Approval of plans by State shall not subject State to liability under ORS 105.760 for change of grade.

36. Agency, if a City, by execution of the Project Agreement, gives its consent as required by ORS 373.030(2) to any and all changes of grade within the City limits, and gives its consent as required by ORS 373.050(1) to any and all closure of streets intersecting the highway, in connection with or arising out of the Project covered by the Project Agreement.

MAINTENANCE RESPONSIBILITIES

37. Agency shall, at its own expense, maintain operate, and provide power as needed upon Project completion at a minimum level that is consistent with normal depreciation and/or service demand and throughout the useful life of the Project. The useful life of the Project is defined in the Special Provisions. State may conduct periodic inspections during the life of the Project to verify that the Project is properly maintained and continues to serve the purpose for which federal funds were provided. Maintenance and power responsibilities shall survive any termination of the Project Agreement. In the event the Project will include or affect a state highway, this provision does not address maintenance of that state highway.

CONTRIBUTION

38. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Agency with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.

39. With respect to a Third Party Claim for which State is jointly liable with Agency (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Agency in such proportion as is appropriate to reflect the relative fault of State on the one hand and of Agency on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Agency on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State’s contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.

40. With respect to a Third Party Claim for which Agency is jointly liable with State (or would be if joined in the Third Party Claim), Agency shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Agency on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Agency on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Agency's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.

ALTERNATIVE DISPUTE RESOLUTION

41. The Parties shall attempt in good faith to resolve any dispute arising out of this Project Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.

WORKERS’ COMPENSATION COVERAGE

42. All employers, including Agency, that employ subject workers who work under this Project Agreement in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage unless such employers are exempt under ORS 656.126. Employers Liability Insurance with coverage limits of not less than five hundred thousand ($500,000) must be

included. State and Agency shall ensure that each of its contractors complies with these requirements.

LOBBYING RESTRICTIONS

43. Agency certifies by signing the Agreement that:

a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed one hundred thousand dollars ($100,000), and that all such subrecipients shall certify and disclose accordingly.

d) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31, USC Section 1352.

e) Any person who fails to file the required certification shall be subject to a civil penalty of not less than ten thousand dollars ($10,000) and not more than one hundred thousand dollars ($100,000) for each such failure.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS

By signing this Agreement, Agency agrees to fulfill the responsibility imposed by 2 CFR Subpart C, including 2 CFR 180.300, 180.355, 180.360, and 180.365, regarding debarment, suspension, and other responsibility matters. For the purpose of this provision only, Agency is considered a participant in a covered transaction. Furthermore, by signing this Agreement, Agency is providing the certification for its principals required in Appendix to 2 CFR part 180 – Covered Transactions.

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Dayna Webb, Public Works Director		

SUBJECT:
Item 7.e. - Change Order No. 2 for the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4 (CI 23-009)

STAFF RECOMMENDATION:
Authorize the City Manager to execute Change Order No. 2 in the amount of $221,300.00 for the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4 (CI 23-009).

EXECUTIVE SUMMARY:
Change Order No. 2 is for modifications to the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4. All contract changes represent work additions totaling $221,300.00 and an overall contract increase of 5.55 percent.

BACKGROUND:
On August 21, 2024, the City entered a Public Improvement Contract with the Saunders Company in the amount of $3,988,000.00 to construct the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4. This contract is part of the City's Inflow and Infiltration (I&I) Program.

The City's 2014 Sanitary Sewer Master Plan calls for an Inflow and Infiltration (I&I) Program to reduce surface and subsurface water that is entering the sanitary sewer collection system. I&I is a problem because clean water is being conveyed to the wastewater treatment plant, and the additional flow can raise rates unnecessarily to the customers. These high flows also require the City to maintain larger pump stations and sewer mains, which also increase rates for the customers and increase City maintenance efforts. 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.

The City has instituted a program to identify I&I problems in the sewer system and deliver projects to address them. The program utilizes a wholistic approach, considering all components of the sewer system when identifying rehabilitation focus areas and repairing from the sewer main to the home. The Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4 (CI 23-009) is part of this program and is located within the Clackamas Water Environmental Services (WES) identified reimbursement area, as is the proposed additional work added by this Change Order. This project, including all modifications from this and all prior Change Orders, is eligible for funding via the WES IGA for Regional I&I

Reduction.

Construction of the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4 began in September 2024. As work progresses on the project, the following modifications have been identified and negotiated with the contractor:

Change Order No. 2, for a total of $221,300.00, includes the following:

- $221,300.00 to incorporate work on Harrison Street, including mainline and lateral rehabilitation, originally planned for inclusion in the McLoughlin I&I Sanitary Sewer Rehab Project 1. Sewer work on Harrison Street must be coordinated with the 2025 Roadway Resurfacing Project and McLoughlin Project 1 will not be awarded early enough to accomplish this. 44 additional days are also provided to complete this work.

Previously approved Change Order No. 1 included the following:

- $-98,730.00 credit for eliminating bid item quantities that have not been used to date and will not be needed to complete the project.
- $98,730.00 for changes required to repair a failing sanitary sewer mainline under an alleyway between John Adams and Jefferson Streets and rehabilitate connected laterals. 10 additional days were provided to complete this work.
- 44 additional days to account for unforeseen project conditions that did not affect price.

Over the course of this project, the City has added a variety of work items, all of which provide value to the community. The original contract price was awarded at $3,988,000.00. The net increase of Change Orders No. 1 through 2 is $221,300.00, resulting in a contract price with change orders equal to $4,209,300.00, which represented just under a 5.55 percent contract increase. The original contract substantial completion date was May 30, 2025; the net increase of Change Orders No. 1 through 2 is a total of 98 days, resulting in an updated substantial completion date of September 5, 2025.

This Change Order utilizes funds set aside for the McLoughlin Sanitary Sewer I&I Rehab Project 1. This Change Order is in alignment with both projects' budgets, and adequate funds are available.

OPTIONS:

1. Approve Change Order No. 2 for the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4 (CI 23-009).
2. Approve Change Order No. 2 for the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4 (CI 23-009) with Amendments.
3. Deny Change Order No. 2 for the Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4 (CI 23-009) and provide further direction.

BUDGET IMPACT:

Amount	$221,300.00
Fiscal Year(s):	2025-2026
Funding Source(s):	Sewer Fund

CHANGE ORDER

No. 2

DATE OF ISSUANCE: 6/18/2025 EFFECTIVE DATE 6/18/2025

PROJECT: Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4

OWNER: City of Oregon City

CONTRACTOR: The Saunders Company

Contract: Public Improvement Contract

OWNER'S Contract No. CI 23-009 ENGINEER's Project No. 41339.017.02

ENGINEER: Century West Engineering, Inc. – Rawley Voorhies, PE

You are directed to make the following changes in the Contract Documents:

Change Order 1 Summary

Item 1.1 – Harrison Street Sewer Main and Lateral Rehabilitation

Item 1.1 – Harrison Street Sewer Main and Lateral Rehabilitation

Description: This change order incorporates the installation of 71 LF of new 8" PVC sanitary sewer main and rehabilitation of 3 private laterals in Harrison Street, between 7th and 9th Streets, into the project.

Reason for Change Order: The lateral and mainline rehabilitation in Harrison Street was initially recommended due to the upcoming PMUF renovation of this street. McLoughlin Sanitary Sewer I&I Rehab Project 1 was scoped with this work central to its work zone, but unexpected delays have prevented the McLoughlin Basin Project from advertising in time to successfully coordinate with the 2025 Roadway Restoration Project.

To prevent the mainline and laterals in Harrison Street being left in their current condition, the decision was made to shift this work from the McLoughlin project still under design to this project, which is actively being constructed. The 2025 Roadway Restoration Project is also progressing faster than anticipated, so to minimize any delays to the PMUF paving work, this change order for an increase in contract amount and time is being prepared and recommended for approval prior to a detailed price and schedule being negotiated with the Contractor.

Change in Contract Price: The estimated cost of incorporating the main components of this work are attached. Incorporating this work will increase the contract amount by $221,300.00, this amount being added to a new Force Account bid item named "Harrison Street Sanitary Sewer Improvements".

As this price is based upon a budgetary-level cost estimate prepared by the Contractor, a 10% contingency was added to the estimate to account for unknown site conditions or unforeseen circumstances.

Change in Contract Times: The Harrison Street sanitary sewer improvements construction schedule will be dictated by the 2025 Roadway Restoration Project. Since some of the improvements must be performed during a 2-week period while the roadway surfacing is removed, while other components can and should wait until after the street has been restored, two substantial completion dates are required.

Based upon the most current 2025 Roadway Restoration Project schedule, it is anticipated that the 2-week I&I project work period will begin July 14, 2025, with the road being re-opened August 4. An additional week of delay to protect the new pavement from construction vehicle traffic is desirable, so any off-street work should not begin until August 11. Providing an additional four (4) weeks for private lateral restoration, landscape restoration, and punch list task identification and completion, the new substantial completion date for this work should be September 5, 2025.

To modify the current Contract Documents to allow for two substantial completion dates, this change order makes the following changes to the special provisions (Section VII of the Contract Documents):

00150.55 Cooperation with Other Contractors - Add the following to the end of this subsection:

The following contract work will be ongoing within the Project Site during the following times:

Contract Name (Contractor's Name)	Estimated Time (Month)
2025 Oregon City PMUF reconstruction project - CI 24-006 Contractor - S-2 Contractors, Inc.	June and July 2025

The Agency PMUF project will replace the asphalt surfacing on Harrison Street during the same construction season as this Project. Contractor shall not commence any Work within Harrison Street requiring excavation until the PMUF Contractor has removed the existing pavement on Harrison Street. Upon receipt of the Harrison Street work zone from the PMUF Contractor, Contractor shall construct all Work requiring excavation within the exposed portion of Harrison Street (removed Harrison Street asphalt surfacing and removed concrete curb ramps) within two (2) Calendar Weeks. Contractor shall coordinate with PMUF Contractor to limit the duration of closure of Harrison Street to no more than six (6) Calendar Weeks. Work within the Agency PMUF project area that does not require excavation and/or does not overlap with the exposed portion of Harrison Street may not be constructed while the PMUF Contractor occupies the site but is not considered part of the Work subject to the Contract Time specified in 00180.50(h)(1).

00180.50(b) Contract Time - Restore to the original subsection title and content of the Oregon Standard Specifications for Construction, 2021 Edition.

00180.50(d) Recording Contract Time - Replace this section in its entirety with the following:

00180.50(d) Recording Contract Time - On Contracts with Calendar Day counts, recording of contract time shall be the responsibility of the Contractor and the Engineer but should not deviate from the provisions of 00180.50 without written Notice of Delay as stated in 00180.60 and written agreement by the Engineer for an adjustment of Contract Time in accordance with 00180.80. All written contract amendments (Change Orders) shall include documentation of time increase and decrease.

Add the following subsection:

00180.50(h) Contract Time - There are two Contract Times on this Project as follows:

(1) The Contractor shall complete all Work to be done under the Contract that overlaps with the 2025 Roadway Restoration Project (CI 24-006), not later than July 25, 2025.

(2) The Contractor shall complete all Work to be done under the Contract, except for seeding establishment and plant establishment, not later than September 5, 2025, and be ready for final payment not later than September 19, 2025.

In addition to these specified changes to the Special Provisions (Section VII of the Contract Documents), this change order replaces all references in the Contract Documents to 00180.50(b) with references to 00180.50(h). Locations in the Contract Documents where the prior language of 00180.50(b) was reproduced, either in whole or part, are similarly updated to reproduce 00180.50(h) in its entirety.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $3,988,000.00	Original Contract Times: Substantial Completion: May 30, 2025 Ready for final payment June 13, 2025 (days or dates)
Net Increase from previous Change Orders No. 1 to No. 1: $0	Net change from previous Change Orders No. 1 to No. 1: Substantial Completion: 54 calendar days Ready for final payment: 54 calendar days (days)
Contract Price prior to this Change Order: $3,988,000.00	Contract Times prior to this Change Order: Substantial Completion: July 23, 2025 Ready for final payment: August 6, 2025 (days or dates)
Net Increase/(Decrease) of this Change Order: $221,300.00	Net Increase (Decrease) of this Change Order: Substantial Completion: 44 calendar days Ready for final payment: 44 calendar days (days)
Contract Price with all approved Change Orders: $4,209,300.00	Contract Times with all approved Change Orders: Contract Time (1): Substantial Completion: July 25, 2025 (days or dates) Contract Time (2): Substantial Completion: September 5, 2025 Ready for final payment: September 19, 2025 (days or dates)

RECOMMENDED:	APPROVED:	ACCEPTED:
By: _____	By: _____	By: _____
ENGINEER (Authorized Signature)	OWNER (Authorized Signature)	CONTRACTOR (Authorized Signature)
Date: _____	Date: _____	Date: _____

EJCDC No. 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

Harrison Street Sanitary Sewer Mainline Extension and Lateral Rehabilitation

Budgetary Estimate

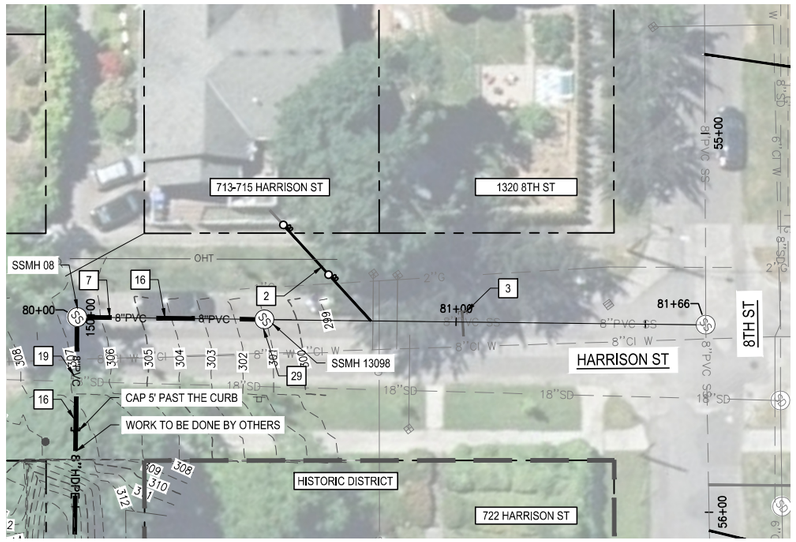
Estimator: KRCS (C. of Oregon City)

Project Number: CI 23-009

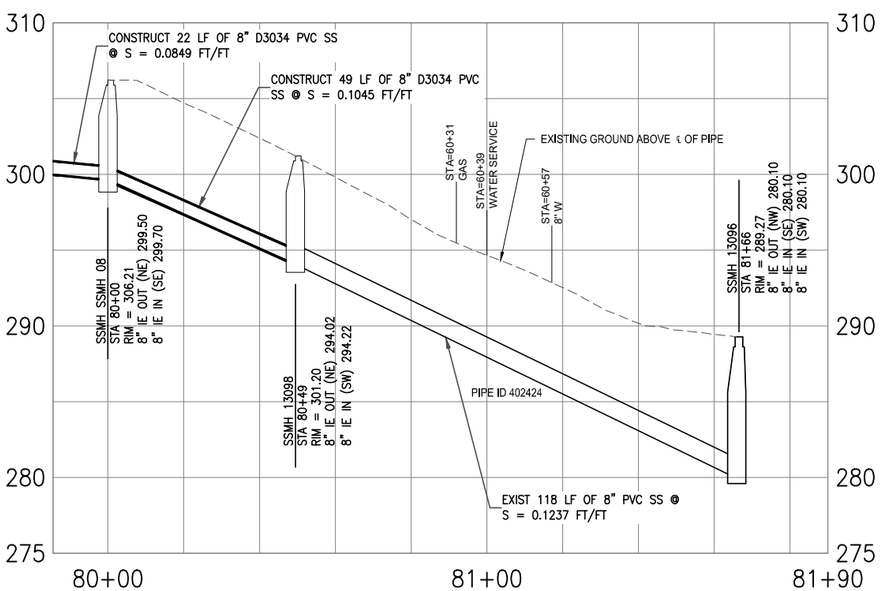
Project: Sanitary Sewer I/I Rehabilitation – Rivercrest Basin
Project: Phase 4

Estimate Date: 6/6/2025

Item No.	Item	Unit	Quantity	Unit Cost	Total Cost
1	Mobilization, Traffic Control, and Erosion Control	LS	1	$ 57,230.00	$ 57,230.00
2	8" PVC Mainline Extension and Associated Work	LF	71	$ 530.00	$ 37,630.00
3	Lateral Restoration and Associated Work	LF	180	$ 565.00	$ 101,700.00
4	Rock and Boulder Excavation	CY	30	$ 160.00	$ 4,800.00
5	Contingency (10%)	LS	1	$ 19,940.00	$ 19,940.00
				Engineer's Estimate	**$ 221,300.00**



PLAN



PROFILE

SCALE: 1" = 20' HORIZ
1" = 5' VERT

0 20 40
SCALE IN FEET

PAVEMENT SURFACE RESTORATION REQUIREMENTS						
STREET NAME	STREET CLASSIFICATION	TIER	RESTORATION REQUIREMENT			
			MORATORIUM	FULL	MODIFIED	T-CUT
HARRISON ST	LOCAL	3	SEE SPECIFICATIONS			

LATERAL PIPE DATA				
ADDRESS	MAINLINE CONNECTION TYPE	METHOD (PER SPEC SECTION 00417.00)	CONNECTION STATION	APPROXIMATE REPLACEMENT LENGTH
715-713 HARRISON ST	N/A	BURSTING	80+74	44'

GENERAL CONSTRUCTION NOTES

1. LOCATIONS OF PROPOSED LATERALS ARE APPROXIMATE, AND EXISTING LATERALS HAVE NOT BEEN INSPECTED. CONTRACTOR SHALL VERIFY ALIGNMENT AND DEPTH OF EXISTING LATERAL AS REQUIRED. CONTRACTOR TO CONFIRM LOCATION AND DEPTH OF ALL UTILITY LINES POSSIBLY IN CONFLICT WITH THE WORK. NOTIFY ENGINEER OF ANY CONFLICT PRIOR TO CONSTRUCTION.
2. RESTORE ALL SURFACES AND STRUCTURES TO PRE-CONSTRUCTION CONDITION OR BETTER. SEE NOTES ON SHEET G3 FOR DETAILS.
3. PROTECT AND PRESERVE ALL EXISTING TREES PER THE SPECIFICATIONS. INSTALL TREE PROTECTION FENCING AND WORK UNDER SUPERVISION OF A CERTIFIED ARBORIST FOR ANY EXCAVATION ENCOUNTERING ROOTS 2" OR GREATER IN DIAMETER.
4. OMNI MARKER BALLS SHALL BE INSTALLED AT ALL LATERAL CONNECTIONS PER CITY STANDARD DRAWING 310. TRACER WIRE SHALL BE INSTALLED ALONG LATERAL.
5. PIPE DEFECTS SHOWN IN PROFILE VIEW INCLUDE ONLY THOSE THAT ARE NOT REMOVABLE THROUGH STANDARD CLEANING METHODS. CONTRACTOR TO CONDUCT PRE-REHABILITATION VIDEO INSPECTION PER THE SPECIFICATIONS.
6. THE CONTRACTOR SHALL COMPLETE ALL WORK WITHIN HARRISON ST PRIOR TO DATES INCLUDED IN THE SPECIAL PROVISIONS. NO PAVEMENT CUTS WILL BE ALLOWED FOLLOWING THESE DATES.

SANITARY SEWER KEY NOTES

2 REHABILITATE SANITARY SEWER LATERAL PER SPECIFICATIONS AND CITY STANDARD DRAWING 310. INSTALL PUBLIC-SIDE CLEANOUT AT BACK OF EXISTING HARDSCAPING OR IN LINE WITH EXISTING WATER METERS. EXTEND LATERAL AS CLOSE AS POSSIBLE BUT NO LESS THAN 5' FROM THE BUILDING FOUNDATION AND INSTALL PRIVATE-SIDE LATERAL CLEANOUT.

3 DO NOT REINSTATE, EXISTING LATERAL IS CAPPED.

7 INSTALL 48" SANITARY SEWER MANHOLE PER CITY STANDARD DRAWING 301.

16 CONSTRUCT NEW SANITARY SEWER MAINLINE OF SIZE AND LENGTH NOTED USING OPEN-CUT PER THE SPECIFICATIONS.

19 CAST IRON WATERMAIN CROSSING. CONTRACTOR TO PROTECT IN PLACE.

29 CONNECT TO EXISTING STRUCTURE.

REGISTERED PROFESSIONAL ENGINEER 86441
OREGON
SEPTEMBER 12, 2017
ZACHARY ISAAC SHARKEY-ZEMBOWER
RENEWS 6-30-26

NO.	REVISION	BY	DATE

DESIGNED BY: ZIS
DRAWN BY: FRZ
REV: RKL

ONE INCH 1"
ONE INCH AT FULL SCALE. IF NOT ONE INCH, ADJUST SCALE ACCORDINGLY

HARRISON STREET

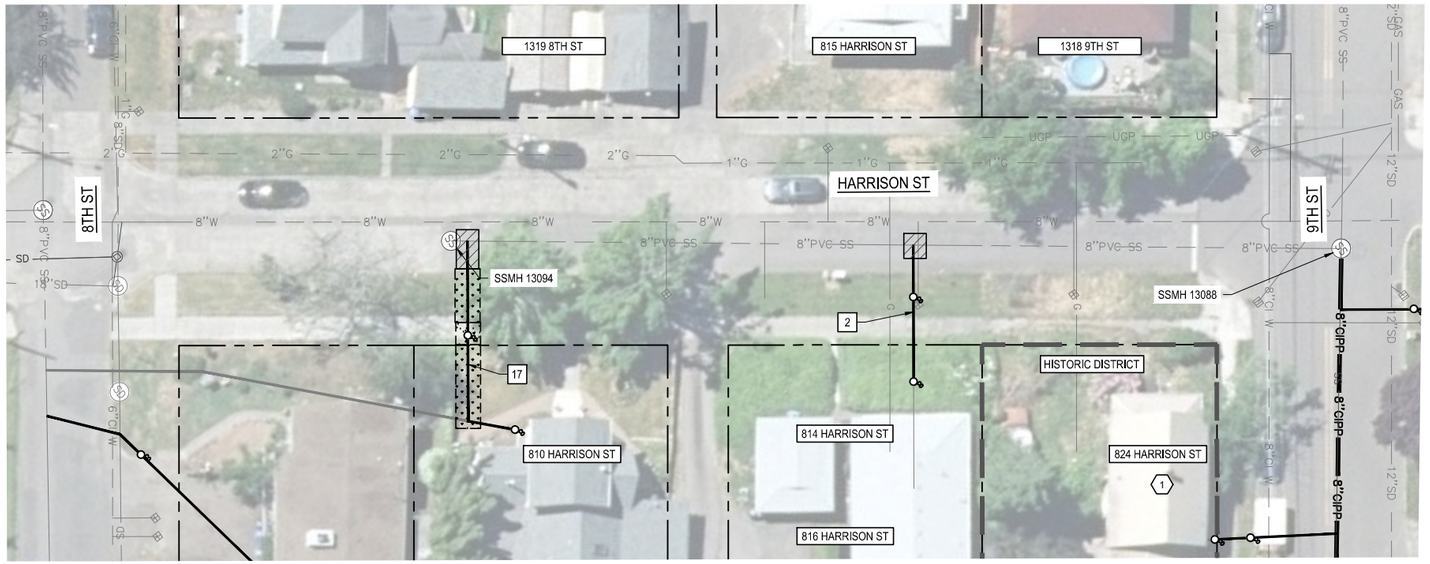
LEEWAY engineering solutions

DATE: xx/xx/xx
PROJECT NO: CI24-005

MCLOUGHLIN BASIN SANITARY SEWER I&I REHAB PROJECT #1
CI 24-005

OREGON CITY

DRAWING NO:
C13-B



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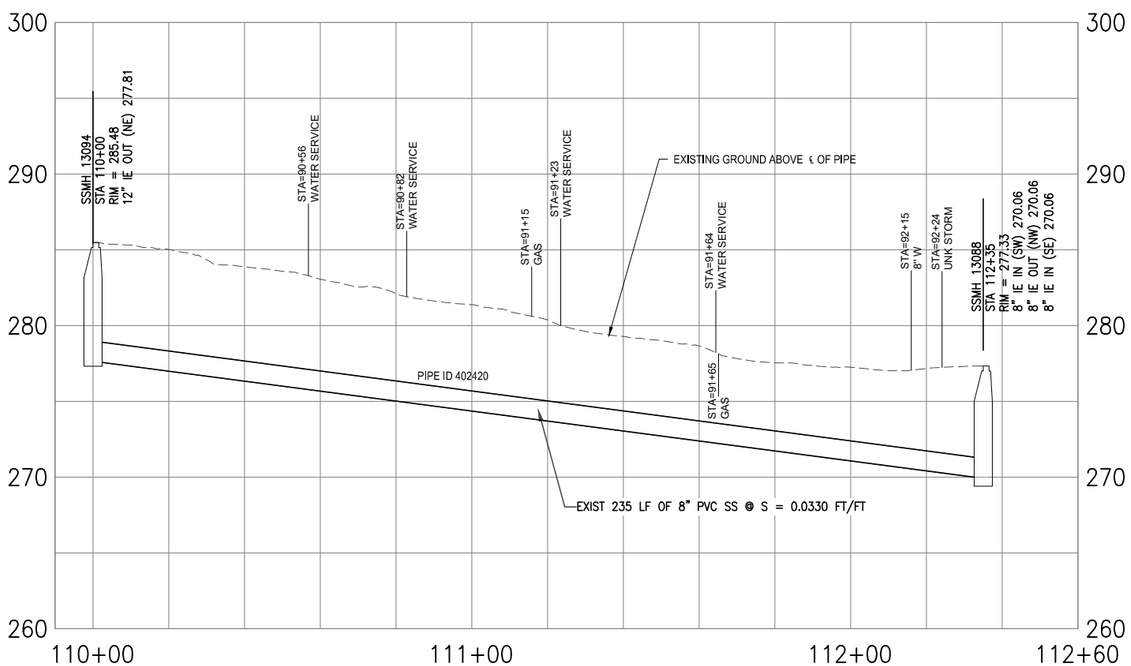

PROFILE

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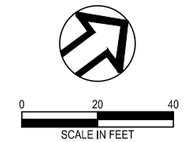
1" = 5' VERT



PAVEMENT SURFACE RESTORATION REQUIREMENTS						
STREET NAME	STREET CLASSIFICATION	TIER	RESTORATION REQUIREMENT			
			MORATORIUM	FULL	MODIFIED	T-CUT
HARRISON ST	LOCAL	3	SEE SPECIFICATIONS			

ADDITIONAL PROPERTY/LOT DESIGNATIONS			
	ADDRESS	DESIGNATION	NOTES
1	824 HARRISON ST	HISTORIC PROPERTY	

LATERAL PIPE DATA				
ADDRESS	MAINLINE CONNECTION TYPE	METHOD (PER SPEC SECTION 00417.00)	CONNECTION STATION	APPROXIMATE REPLACEMENT LENGTH
810 HARRISON ST	PIPE TEE	OPEN-CUT	110+05	60'
814 HARRISON ST	EXISTING PIPE TEE	BURSTING	111+22	36'

GENERAL CONSTRUCTION NOTES

1. LOCATIONS OF PROPOSED LATERALS ARE APPROXIMATE, AND EXISTING LATERALS HAVE NOT BEEN INSPECTED. CONTRACTOR SHALL VERIFY ALIGNMENT AND DEPTH OF EXISTING LATERAL AS REQUIRED. CONTRACTOR TO CONFIRM LOCATION AND DEPTH OF ALL UTILITY LINES POSSIBLY IN CONFLICT WITH THE WORK. NOTIFY ENGINEER OF ANY CONFLICT PRIOR TO CONSTRUCTION.
2. RESTORE ALL SURFACES AND STRUCTURES TO PRE-CONSTRUCTION CONDITION OR BETTER. SEE NOTES ON SHEET G3 FOR DETAILS.
3. PROTECT AND PRESERVE ALL EXISTING TREES PER THE SPECIFICATIONS. INSTALL TREE PROTECTION FENCING AND WORK UNDER SUPERVISION OF A CERTIFIED ARBORIST FOR ANY EXCAVATION ENCOUNTERING ROOTS 2" OR GREATER IN DIAMETER.
4. OMNI MARKER BALLS SHALL BE INSTALLED AT ALL LATERAL CONNECTIONS PER CITY STANDARD DRAWING 310. TRACER WIRE SHALL BE INSTALLED ALONG LATERAL.
5. PIPE DEFECTS SHOWN IN PROFILE VIEW INCLUDE ONLY THOSE THAT ARE NOT REMOVABLE THROUGH STANDARD CLEANING METHODS. CONTRACTOR TO CONDUCT PRE-REHABILITATION VIDEO INSPECTION PER THE SPECIFICATIONS.
6. THE CONTRACTOR SHALL COMPLETE ALL WORK WITHIN HARRISON ST PRIOR TO DATES INCLUDED IN THE SPECIAL PROVISIONS. NO PAVEMENT CUTS WILL BE ALLOWED FOLLOWING THESE DATES.

SANITARY SEWER KEY NOTES

2 REHABILITATE SANITARY SEWER LATERAL PER SPECIFICATIONS AND CITY STANDARD DRAWING 310. INSTALL PUBLIC-SIDE CLEANOUT AT BACK OF EXISTING HARDSCAPING OR IN LINE WITH EXISTING WATER METERS. EXTEND LATERAL AS CLOSE AS POSSIBLE BUT NO LESS THAN 5' FROM THE BUILDING FOUNDATION AND INSTALL PRIVATE-SIDE LATERAL CLEANOUT.

17 CONSTRUCT NEW 4-INCH SANITARY SEWER SERVICE LATERAL OF THE LENGTH NOTED PER CITY STANDARD DRAWING 310 WITH CLEANOUT PER STANDARD DRAWING 310-A. CONNECT TO EXISTING LATERAL WITH A FLEXIBLE COUPLING WITH STAINLESS SHEAR BANDS. ABANDON EXISTING LATERAL. INSTALL PUBLIC-SIDE CLEANOUT AT BACK OF EXISTING HARDSCAPING OR IN LINE WITH EXISTING WATER METERS. EXTEND LATERAL AS CLOSE AS POSSIBLE BUT NO LESS THAN 5' FROM THE BUILDING FOUNDATION AND INSTALL PRIVATE-SIDE LATERAL CLEANOUT.

REGISTERED PROFESSIONAL ENGINEER 86441
OREGON
SEPTEMBER 12, 2017
ZACHARY TSMAC SMART ZIS
RENEWS 6-30-26

NO.	REVISION	BY	DATE

DESIGNED BY: ZIS
DRAWN BY: FRZ
REV: RKL

ONE INCH 0 1"
ONE INCH AT FULL SCALE. IF NOT ONE INCH, ADJUST SCALE ACCORDINGLY

HARRISON STREET
PLAN & PROFILE
STA 110+00 TO STA 102+40

LEEWAY engineering solutions
DATE: xx/xx/xxx
PROJECT NO: CI24-005

MCLOUGHLIN BASIN SANITARY SEWER I&I REHAB PROJECT #1
CI 24-005

OREGON CITY

DRAWING NO:
C15

CHANGE ORDER

No. 1

DATE OF ISSUANCE: 5/30/2025 EFFECTIVE DATE 5/30/2025

PROJECT: Sanitary Sewer I/I Rehabilitation – Rivercrest Basin Project: Phase 4

OWNER: City of Oregon City

CONTRACTOR: The Saunders Company

Contract: Public Improvement Contract

OWNER'S Contract No. CI 23-009 ENGINEER's Project No. 41339.017.02

ENGINEER: Century West Engineering, Inc. – Rawley Voorhies, PE

You are directed to make the following changes in the Contract Documents:

Change Order 1 Summary

Item 1.1 – Quantity Additions/Deductions
Item 1.2 – Jefferson to JQ Adams Alleyway Emergency Repair
Item 1.3 – Extension of Contract Time

Item 1.1 – Quantity Additions/Deductions

Description: This change order seeks to rectify the differences in the required work.

Reason for Change Order: Due to the unknown nature of the work at time of bidding, some unit quantity totals required for the work were greater than originally estimated while others were less than required or not required at all.

Change in Contract Price: These total quantity adjustments result in a net contract amount change of ($98,730.00). The bid item quantity totals will be adjusted as shown in the table below:

ITEM NO.	ITEM DESCRIPTION	UNIT	BID QUANTITY	CONTRACT UNIT COST	CHANGE IN CONTRACT QUANTITY	CHANGE IN CONTRACT COST
1	Extra Work As Authorized	FA	1	$190,000	N/A	+ 458,372.86
6	Rock Excavation	CY	140	$86	- 70	- $6,020.00
7	Boulder Excavation	CY	140	$57	- 35	- $1,995.00
10	Service Line Reconnections, CIPP	EA	76	$415	- 76	- $31,540.00
16	Sanitary Sewer Lateral Reconnection, CIPP Mainline	EA	65	$5,856	- 47	- $275,232.00
20	Private Lateral Point Repair, Each Additional Foot	EA	204	$167	-100	- $16,700.00
21	Private Lateral Cleanout	EA	248	$580	-100	- $58,000.00
23	Right of Entry Coordination	FA	1	$50,000	N/A	- $42,207.90
24	Permit Fees	FA	1	$61,400	N/A	- $14,557.96
25	CLSM Backfill	CY	320	$259	-150	- $38,850.00
43	Establishing Sanitary Sewer Lateral Slope	EA	242	$960	-75	- $72,000.00
					Subtotal	- $98,730.00

Change in Contract Times: There is no change in contract time related to this change.

Item 1.2 – Jefferson to JQ Adams Alleyway Emergency Repair

Description: The Saunders Company provided a bid for emergency repair work and was given authorization to complete the work.

Reason for Change Order: City operations identified an area of failing sewer piping that required an emergency repair.

Change in Contract Price: The full cost schedule is provided as Attachment 1. Incorporation of this work will increase the contract amount by $98,730.00. The full value of this contract adjustment will be added to the "Extra Work as Authorized" bid item.

Change in Contract Times: This change adjusts substantial completion and final payment by 10 calendar days.

Item 1.3: Extension of Contract Time

Description: Adjustment of contract duration.

Reason for Change: Various unforeseen circumstances have delayed the Contractor in completing the work. The additional cost of these unexpected changes have already been addressed as Force Account billings; all time change requests are accounted for in this contract time adjustment. The delays that occurred and the amount of additional contract time requested by the Contractor and recommended by the Engineer are as follows:

- Unidentified buried storage tank:.....2 calendar days
- Wye mainline lateral connection: .....28 calendar days
- Field designed Canemah Rd sewer main extension:.....7 calendar days
- Broken waterline investigation and repair: .....4 calendar days
- HDD replacement of Eastfield Laterals:.....3 calendar days

Change in Contract Price: No change to the contract price will be incurred due to this change.

Change in Contract Times: This change adjusts substantial completion and final payment by 44 calendar days.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $3,988,000.00	Original Contract Times: Substantial Completion: May 30, 2025 Ready for final payment June 13, 2025 (days or dates)
Net Increase from previous Change Orders No. 0 to No. 0: $0	Net change from previous Change Orders No. 1 to No. 0: Substantial Completion: 0 calendar days Ready for final payment: 0 calendar days (days)
Contract Price prior to this Change Order: $3,988,000.00	Contract Times prior to this Change Order: Substantial Completion: May 30, 2025 Ready for final payment: June 13, 2025 (days or dates)
Net Increase/(Decrease) of this Change Order: $0	Net Increase (Decrease) of this Change Order: Substantial Completion: 54 calendar days Ready for final payment: 54 calendar days (days)
Contract Price with all approved Change Orders: $3,988,000.00	Contract Times with all approved Change Orders: Substantial Completion: July 23, 2025 Ready for final payment: August 6, 2025 (days or dates)

RECOMMENDED:

By: Rawley Voorhies 2025.06.06 08:39:15 -07'00'

ENGINEER (Authorized Signature)

Date: 6/6/2025

APPROVED:

By: Dayna Webb Digitally signed by Dayna Webb DN: O=City of Oregon City, CN=Dayna Webb, E=dwebb@orcity.org Reason: I am the author of this document Location: Date: 2025.06.06 10:49:37-07'00' Foxit PDF Editor Version: 12.1.4

OWNER (Authorized Signature)

Date: 6/6/2025

ACCEPTED:

By: Clair Moore Digitally signed by Clair Moore Date: 2025.06.05 19:53:03 -07'00'

CONTRACTOR (Authorized Signature)

Date: 6/6/2025

EJCDC No. 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

wallis *engineering

Full Cost Schedule

Inflow Infiltration Program Management - Jefferson to JQ Adams Alleyway Emergency Repair
City of Oregon City
WE# OC21-I I

Date: 11/1/2024

BASE BID						
Item No.	Spec	Bid Item	Quantity	Unit	Unit Price	Total Price
1.	00210	Extra Work As Authorized	1	FA	$3,000.00	$3,000.00
2.	00210	Mobilization	1	LS	$27,000.00	$27,000.00
3.	00221	Temporary Work Zone Traffic Control, Complete	1	LS	$3,000.00	$3,000.00
4.	00280	Erosion Control	1	LS	$500.00	$500.00
5.	00320	Clearing and Grubbing	1	LS	$1,000.00	$1,000.00
6.	00405	Trench Foundation	8	CY	$190.00	$1,520.00
7.	00415	Service Line Lateral Video Inspection	3	EA	$250.00	$750.00
8.	00415	Dye Testing and Connection Verification	2	EA	$200.00	$400.00
9.	00417	Replace/Rehabilitate Existing Sewer Lateral, Method B (All Diameters, Depths, Backfill, Pipes & Fittings)	82	LF	$110.00	$9,020.00
10.	00417	Private Lateral Cleanout	2	EA	$1,200.00	$2,400.00
11.	00417	Contractor Prepared Lateral Plans and Coordination	2	EA	$325.00	$650.00
12.	00417	Right of Entry Coordination	1	FA	$1,000.00	$1,000.00
13.	00445	Sanitary Sewer Cleanout, Public	2	EA	$1,350.00	$2,700.00
14.	00445	8-Inch C900 PVC Sanitary Sewer Pipe	124	LF	$205.00	$25,420.00
15.	00445	Pipe Tees, 8 Inch	2	EA	$985.00	$1,970.00
16.	00470	Mainline Sanitary Sewer Cleanout	1	EA	$3,300.00	$3,300.00
17.	00490	Bypass Pumping	1	LS	$4,000.00	$4,000.00
18.	00495	Permanent Asphalt Trench Resurfacing, Level 2	20	TON	$388.00	$7,760.00
19.	01020	Landscape Restoration, Complete	1	FA	$3,000.00	$3,000.00
20.	00415	Additional Lateral Cleaning and Descaling	1	HR	$340.00	$340.00
				TOTAL COST (numerical value only)	$98,730.00	

Please return completed cost schedule to Kenneth Cannady-Shultz, Email: kshultz@orcity.org

SECTION III A
CONTRACT AGREEMENT

This Agreement made and entered into this 21st day of August, 2024, between the CITY OF OREGON CITY ("CITY"), acting by and through the City Commission and **THE SAUNDERS CO., 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: **SANITARY SEWER I/I REHABILITATION – RIVERCREST BASIN PROJECT: PHASE 4 (CI 23-009)** 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 Proposal and Bid Schedule Compliance with ORS 279C.840 Resident Bidder Status Certification of Drug Testing Program Non-Collusion Statement Asbestos Certification Registrations Business Licenses Certification Certification of Non-Discrimination Certification of Compliance with Tax Law First Tier Subcontractor Disclosure Form Bidder Responsibility Form Bid Bond Customer Service Acknowledgment Form Qualification of Bidder Contract Agreement Oregon City Public Improvement Standard Conditions	Statutory Conditions to Contract Agreement Payment Bond Performance Bond State of Oregon Statutory Public Works Bond Prevailing Wage Rates for Public Works Contracts in Oregon, dated July 5, 2024 Amendments to the Prevailing Wage Rates for Public Works Contracts in Oregon dated April 5, 2024 Prevailing Wage Apprenticeship Rates dated July 5, 2024 Definitions of Covered Occupations for Public Works Contracts in Oregon dated July 1, 2018 General Conditions Special Provisions Contract Drawings City of Oregon City Standard Details Technical Specifications 2021 Oregon Standard Specifications for Construction (ODOT and APWA) as referenced by these documents Addendum 1 – July 25, 2024 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 Contractor shall complete all Work to be done under the Contract, except for seeding establishment and plant establishment, not later than **May 30, 2025**.

ARTICLE III – Contract Amount

The Contract Amount for the work covered by this Agreement is estimated to be **three million, nine hundred eighty-eight thousand dollars and zero cents ($ 3,988,000.00).**

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

By: Anthony J Konkol III
Anthony J Konkol III (Aug 22, 2024 12:08 PDT)
Anthony J. Konkol III
City Manager

By: John Lewis
John Lewis (Aug 22, 2024 11:15 PDT)
John M. Lewis, P.E.
Public Works Director

Approved as to Legal Sufficiency

By: Carrie Richter
Carrie Richter (Aug 22, 2024 11:19 PDT)
City Attorney

City Commission Award Date:

August 21, 2024

THE SAUNDERS COMPANY, INC.

Clair Moore
Printed Name

By: Clair R Moore
Authorized Signature

Project Manager
Title

Aug 23, 2024
Date

Address:
701 E Third Street

Newberg, OR 97132

93-1100632
Federal Taxpayer ID Number

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Dayna Webb, Public Works Director		

SUBJECT:
Item 7.f. - Amendment No. 3 to the Personal Services Agreement with Wallis Engineering for Inflow and Infiltration Program Management (CI 21-015)

STAFF RECOMMENDATION:
Authorize the City Manager to execute Amendment No. 3 in the amount of $1,963,993.00 to the Inflow and Infiltration Program Management Personal Services Agreement (CI 21-015).

EXECUTIVE SUMMARY:
Amendment No. 3 renews the City's Personal Services Agreement with Wallis Engineering for Inflow and Infiltration Program Management for Fiscal Year 2025-2026.

BACKGROUND:
On May 6, 2022, the City entered into a Personal Services Agreement (PSA) with Wallis Engineering, in the amount of $1,402,000.00, for Program Management services for the Inflow and Infiltration (I&I) Program. Through this PSA, Wallis and their subconsultants provide the following services to support the I&I Program:

- Scoping, design, and construction management services for all projects delivered by the I&I Program.
- Development and maintenance of program-wide project scoping, design, and drafting guidelines.
- Oversight of subconsultants performing specialized I&I Program Tasks (i.e. flow monitoring, hydraulic modeling, CCTV inspection, smoke testing, etc.).

The City's 2014 Sanitary Sewer Master Plan identifies I&I as a pervasive problem within older portions of the City and recommends an I&I Removal Program to address this. Prior and current budgets have allocated substantial funding to address I&I, exceeding Staff's capacity to oversee design and construction; therefore, the City has adopted a consultant-led program management approach.

Program management leverages the knowledge, experience, and manpower of the Consultant to increase City staff's capacity to deliver projects. The City has been utilizing this model to deliver the I&I Program since 2022, to substantial success.

Amendment No. 3, for a total of $1,963,993.00, covers all anticipated I&I Program Management expenses for the 2025-2026 Fiscal Year. Primary I&I Program tasks funded by this amendment include the following:

- $385,860.00 for oversight and administration of the I&I Program.
- $127,100.00 to monitor winter 2025-2026 sewer flows and update modeling.
- $1,451,032.90 to design and deliver I&I Projects this fiscal year.

The I&I Program Annual Report, also being presented during this City Commission meeting, provides more information about the program activities planned for the 2025-2026 fiscal year that this PSA amendment will support.

The City has executed two previous annual contract renewal amendments for this PSA, which are summarized below:

PSA and Amendments	Fiscal Year(s)	Total PSA Amount
Original PSA	2021-2022; 2022-2023	$1,402,000.00
Amendment #1	2023-2024	$2,977,231.08
Amendment #2	2024-2025	$2,430,071.25
Amendment #3	2025-2026	$1,963,993.00
Total PSA	**2022-2026**	**$8,773,295.33**

I&I project delivery schedules and ongoing activities continue to exceed Staff's capacity to effectively oversee, so I&I Program Management continues to deliver the best value to the community. The original contract price was awarded at $1,402,000.00. The net increase of Amendments No. 1 through 3 is $7,371,295.33, resulting in a contract price with amendments equal to $8,773,295.33.

The recently approved biennium budget includes adequate funding for this amendment to the I/I Program Management.

OPTIONS:

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

BUDGET IMPACT:

Amount	$1,963,992.90
Fiscal Year(s):	2025-2026
Funding Source(s):	Sewer Fund

CITY OF OREGON CITY
Amendment No. 3 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 3 Exhibit A.

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

   The Duration of Contract is being extended from June 30, 2025, through **June 30, 2026**.

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 **one million, nine hundred sixty-three thousand, nine hundred ninety-two dollars and ninety cents ($1,963,993.00)**. The total not to exceed amount of the Agreement shall be **eight million, seven hundred seventy-three thousand, two hundred ninety-five and twenty-three cents ($8,773,295.33)**.

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

CITY OF OREGON CITY

By: _____

Name: Dayna Webb, P.E. _____

Title: Public Works Director_____

DATED:_____, 20____

By: _____

Name: Anthony J. Konkol III_____

Title: City Manager_____

DATED:_____, 20____.

APPROVED AS TO LEGAL SUFFICIENCY:

By: _____
City Attorney

WALLIS ENGINEERING, PLLC

By: _____

Name: _____

Title: _____

DATED: _____, 20____

ORIGINAL CITY COMMISSION APPROVAL (IF APPLICABLE):

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
ADS	Flow Monitoring
AINW	Archaeologist
BHC	Flow Modeling
Century West Engineering	Project Engineering
Compass Land Surveyors	Surveying
Epic Land Solutions	Right-of-Way
GRI	Geotechnical Engineeing
Jeanne Lawson & Associates (JLA)	Public Involvement
Keller Associates (Keller)	Project Engineering
Kramer Gehlen & Associates Inc	Structural Engineering
Leeway Engineering (Leeway)	Project Engineering
Mackay Sposito	Construction Inspection
Morgan Holen & Associates	Arborist
Pacific Habitat Services	Environmental Permitting
Pace	Surveying
Pacific Int-R-Tek	CCTV Inspection
Pro-Vac	CCTV Inspection
Todd Prager & Associates	Arborist

Consultant	Responsibilities
VacX	Potholing
Windsor Engineers	Project Engineering

SUPPLEMENTAL SCOPE OF WORK

This scope of work is an amendment to the original contract and is for FY 2025-2026 of the project which is anticipated to be complete by June 30, 2026. 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 four 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 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.
- Continue implementation of the 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 will execute subconsultant agreements for design projects, service contracts (CCTV, Surveying, 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 $15,000 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 2026
- 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 – not anticipated for FY 25-26
- Smoke Testing– not anticipated for FY 25-26
- Pipe and Manhole inspections on private property
- Catch Basin Disconnect Program
- Construction (CIPP, Pipe Bursting, and Open Cut Methods)

Wallis will continue to administer the Right of Entry process for each design package. 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 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 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 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.

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.

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:

- 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

No work anticipated for FY 25-26.

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.

Continued refinement 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 three revisions 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 $10,000 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), Basin 12A (South End), and Basin 12 (Warner Parrott), the initial basins prioritized due to I & I levels.

In the upcoming year, flow monitoring and analysis will continue monitoring designated locations, to add data to the existing data set. Baseline flows will be established for upcoming FY 25-26 packages. The

length of monitoring time will remain at 4 months unless additional time is necessary to capture special weather conditions.

Work with Oregon City Public Works Operations to study pump station meter run times and development of overall operations plan, could be an additional action item.

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

Project Kick-off Meeting

Schedule and attend a Project Kickoff Meeting with the Program Administrator and City Project Manager at the OC PW facility (virtual option possible). This meeting will set expectations and determine which design elements, if any, might require closer coordination between City Staff and the design team.

#.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:

Description	***Sheets***
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
- Land Use research and investigation needs will be identified and coordinated by consultant in conjunction with City Engineer.
- Coordination with private property owners regarding cleanouts at the property line will be managed by the City
- 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.

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 25–26 PROGRAM SCOPE CHANGES FROM FY 24-25 SCOPE

TASK 4 Linn Basin SS #1

Construction completed. Record Drawings to be finalized June 2025

TASK 5 Linn Basin SS #2

Project is currently in the bidding phase. Additional design services were needed for shifting constructability issues, Geohazard and Type II Land-use planning. Construction anticipated July 2025.

TASK 6 Molalla Ave Rehab Project

Package is in substantial completion phase. Record Drawings to be finalized July 2025

TASK 7 Rivercrest Lateral Rehabilitation

Package is currently in construction phase. Construction extended to July 2025 to include Harrison St. to coordinate with City PMUF program.

TASK 8 Newell Basin 1

Package in design stage. Design completion in FY 25-26 with Construction in FY 26-27.

TASK 9 Linn Basin SS #3

Package is in scoping phase with Windsor Engineers; design scheduled for FY 25-26. Construction anticipated to start FY 26-27.

TASK 10 McLoughlin Basin #2

Package scoping to be initiated in FY 25-26.

TASK 11 Center Street Catch Basin Disconnect (Eliminated)

Package has been removed from the program.

TASK 12 McLoughlin Basin #1

Package is anticipated to be bid in July 2025. Construction phase to start FY 25-26.

TASK 13 Linn Basin SS #4

Package to begin design in FY 25-26. Construction anticipated for FY 28-29.

TASK 14 McLoughlin Basin #3

Package is on hold.

TASK 15 Manhole Rehabilitation Package (FY 25-26)

Former task 2.6, pilot program now a yearly package. Due to non-performance of the contractor in FY 24-25 this will be constructed in FY 25-26.

TASK 16 Main St. 10th – 15th Improvements

Design to be FY 25-26. Construction FY 26-27.

		25-26 Wallis Labor	Expenses	Subconsultants	Total Cost
Task 1	Program Administration	$ 150,000.00	$ 500.00	$ -	$ 150,500.00
Task 2	Program Management	$ 154,110.00	$ 500.00	$ 80,750.00	$ 235,360.00
Task 3	Flow Monitoring and Analysis	$ 20,000.00	$ 100.00	$ 107,000.00	$ 127,100.00
Task 4	Engineering Services for Design Package 1 - Linn Basin SS #1	$ -	$ -	$ -	$ -
Task 5	Engineering Services for Design Package 2 - Linn Basin SS #2	$ 628.00	$ -	$ 349,065.00	$ 349,693.00
Task 6	Engineering Services for Design Package 3 - Molalla Ave	$ -	$ -	$ 13,290.00	$ 13,290.00
Task 7	Engineering Services for Design Package 4 - Rivercrest Lateral Rehabilitation	$ -	$ -	$ 100,800.00	$ 100,800.00
Task 8	Engineering Services for Design Package 5 - Newell Basin 1	$ -	$ -	$ 6,300.00	$ 6,300.00
Task 9	Engineering Services for Design Package 6 - Linn Basin SS #3	$ 250,000.00	$ -	$ -	$ 250,000.00
Task 10	Engineering Services for Design Package 7 - McLoughlin Basin #2	$ 250,000.00	$ -	$ -	$ 250,000.00
Task 11	Engineering Services for Design Package 8 - Center Street Catch Basin Disconnect (eliminated)	$ -	$ -	$ -	$ -
Task 12	Engineering Services for Design Package 9 - McLoughlin Basin #1	$ 50,000.00	$ 100.00	$ 210,000.00	$ 260,100.00
Task 13	Engineering Services for Design Package 10 - Linn Basin SS #4	$ -	$ -	$ 78,750.00	$ 78,750.00
Task 14	Engineering Services for Design Package 11 - McLoughlin Basin #3	$ -	$ -	$ -	$ -
Task 15	Manhole Sealing Program	$ -	$ -	$ 42,000.00	$ 42,000.00
Task 16	Engineering Services for Design Package 13 - Engineering Services for Main St. 10th - 15th	$ 75,000.00	$ 100.00	$ 25,000.00	$ 100,100.00
	Project Subtotal	**$ 949,738.00**	**$ 1,300.00**	**$ 1,012,955.00**	**$ 1,963,993.00**

Pkg#	Proposed FY 25-26 Allocations	Proposed Design Engineer
1	Linn Basin SS #1	Leeway
2	Linn Basin SS #2	Wallis
3	Molalla Ave	Wallis
4	Rivercrest #4 Lateral Rehabilitation	Century West
5	Newell Basin #1	Keller
6	Linn Basin SS #3	TBD
7	McLoughlin Basin #2	Windsor
8	Center Street Catch Basin Disconnect	Wallis
9	McLoughlin Basin #1	Leeway
10	Linn Basin SS #4	TBD
11	McLoughlin Basin #3	TBD
12	Manhole Sealing Program	Wallis
13	Main St. 10th - 12th	TBD

FEE SUMMARY		
Wallis Labor	$	949,738.00
Wallis Expenses	$	1,300.00
Subconsultants		
ADS	$	67,000.00
AINW	$	15,750.00
BHC	$	40,000.00
Compass	$	-
Cent. West	$	42,000.00
EPIC	$	-
GRI	$	116,804.00
JLA	$	15,750.00
Keller	$	-
KGA	$	56,164.00
Leeway	$	36,750.00
Mackay Sposito	$	476,500.00
Morgan Holen	$	46,600.00
Pace	$	6,287.00
Pacific Int-r-Tek	$	-
Pro-Vac	$	80,750.00
Prager	$	12,600.00
Windsor	$	-
NOTE: Fee includes 5% markup		
TOTAL BUDGET	**$**	**1,963,993.00**

CITY OF OREGON CITY
INFLOW / INFILTRATION PROGRAM MANAGEMENT (CI 21-015)

PROGRAM COST SUMMARY

Task #	Task Title	21-23 Contract	21-23 Remaining budget adjustments	23-24 Amendment	24-25 Amendment	25-26 Amendment	Program Total	Program Billed (Through April 2025)	Program Unbilled
OC23-I I.01	Program Administration	$ 119,927.98	$ 11,199.00	$ 244,602.40	$ 145,000.00	$ 150,500.00	$ 671,229.38	$ 351,530.78	$ 188,571.62
OC23-I I.02	Program Management	$ 573,222.13	$ (96,080.85)	$ 1,044,122.40	$ 189,000.00	$ 235,360.00	$ 1,945,623.68	$ 960,785.20	$ 507,697.20
OC23-I I.03	Flow Monitoring and Analysis	$ 142,631.03	$ (67,378.13)	$ 136,930.00	$ 155,000.00	$ 127,100.00	$ 494,282.90	$ 221,359.05	$ 197,670.95
OC23-I I.04	Design Pkg 1 - Linn Basin SS #1*	$ 409,948.37	$ (178,461.05)	$ 233,282.70	$ 144,714.58	$ -	$ 609,484.60	$ 365,588.62	$ 12,408.66
OC23-I I.05	Design Pkg 2 - Linn Basin SS #2	$ 156,158.84	$ 9,113.50	$ 235,668.50	$ 375,747.85	$ 349,693.00	$ 1,126,381.69	$ 461,615.00	$ 499,494.35
OC23-I I.06	Design Pkg 3 - Molalla Ave	$ -		$ 466,685.00	$ 100,000.00	$ 13,290.00	$ 579,975.00	$ 541,745.38	$ 38,229.62
OC23-I I.07	Design Pkg 4 - Rivercrest Lateral Rehab	$ -		$ 192,200.00	$ 339,878.66	$ 100,800.00	$ 632,878.66	$ 385,108.47	$ 247,770.19
OC23-I I.08	Design Pkg 5 - Newell Basin #1	$ -		$ 285,100.00	$ 160,682.00	$ 6,300.00	$ 452,082.00	$ 161,194.78	$ 290,887.22
OC23-I I.09	Design Pkg 6 - Linn Basin SS #3	$ -		$ 285,100.00	$ -	$ 250,000.00	$ 535,100.00	$ -	$ 535,100.00
OC23-I I.10	Design Pkg 7 - McLoughling Bain #2	$ -		$ -	$ 150,000.00	$ 250,000.00	$ 400,000.00	$ -	$ 400,000.00
OC23-I I.11	Design Pkg 8 - Center St Catch Basin Disconnect	$ -		$ 175,100.00	$ (104,792.58)	$ -	$ 70,307.42	$ 70,307.42	$ -
OC23-I I.12	Design Pkg 9 - McLoughlin Basin #1	$ -		$ -	$ 500,000.00	$ 260,100.00	$ 760,100.00	$ 249,068.64	$ 511,031.36
OC23-I I.13	Design Pkg 10 - Linn Basin SS #4	$ -		$ -	$ 200,000.00	$ 78,750.00	$ 278,750.00	$ -	$ 278,750.00
OC23-I I.14	Design Pkg 11 - McLoughlin Basin #3	$ -		$ -	$ -	$ -	$ -	$ -	$ -
OC23-I I.15	Manhole Sealing Program	$ -		$ -	$ 75,000.00	$ 42,000.00	$ 117,000.00	$ 28,325.65	$ 88,674.35
OC23-I I.16	Main St. 10th - 15th Improvements	$ -	$ -	$ -	$ -	$ 100,100.00	$ 100,100.00	$ 28,326.65	$ 71,773.35
	Contract In Full	$ 1,401,888.35	$ (321,607.53)	$ 3,298,791.00	$ 2,430,230.51	$ 1,963,993.00	$ 8,773,295.33	$ 3,824,955.64	$ 3,868,058.87
								Subconsultant Contracted (unbilled)	$ (1,873,908.43)
								Available Program Budget	**$ 1,994,150.44**

* Original Contract T7 was LS , remaining budget at FY was removed by the Contract adjustment

Point of Contact: Kenneth Cannady-Shultz
Term of Contract: June 30, 2024

CITY OF OREGON CITY
Amendment No. 1 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 1 Exhibit A.

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

   The Duration of Contract is being extended from June 30, 2023 through **June 30, 2024.**

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, nine hundred and seventy-seven thousand, two hundred and thirty-one dollars and eight cents ($2,977,231.08).** The total not to exceed amount of the Agreement shall be **four million, three hundred and seventy-nine thousand, two hundred and thirty-one dollars and eight cents ($4,379,231.08).**

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

CITY OF OREGON CITY

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

DATED: 7-21, 2023.

By: _____
Anthony J. Konkol III
Title: City Manager

DATED: July 19, 2023

WALLIS ENGINEERING, PLLC

By: _____

Name: Jane Vail

Title: Principal

DATED: July 24, 2023.

ORIGINAL CITY COMMISSION APPROVAL:
DATE: 5/4/2022

P:\Public\Works\CIP_PS_RFQ_RFP\CIP_Open\CI 21-015 I&I Program Management\CONSULTANT\Contract\Amendments\2023-2024 Annual Renewal\Amendment 1 - Wallis Engineering CI 21-015.docx

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

By: John Lewis
John Lewis (Jul 10, 2024 13:14 PDT)
John M. Lewis, P.E.
Title: Public Works Director

DATED: Jul 10, 2024

By: Anthony J Konkol III
Anthony J Konkol III (Jul 12, 2024 08:53 PDT)
Anthony J. Konkol III
Title: City Manager

DATED: Jul 12, 2024

WALLIS ENGINEERING, PLLC

By: Jane Vail (Jul 10, 2024 13:50 PDT)

Name: Jane Vail

Title: Principal Engineer

DATED: Jul 10, 2024

ORIGINAL CITY COMMISSION APPROVAL:
DATE: 5/4/2022

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Amendment No. 2

Final Audit Report 2024-07-12

Created:	2024-07-10
By:	Jakob Wiley (recorderteam@orcity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAb66gzA6TEVAxVprvQKToAPh58C2iTnl8

"Amendment No. 2" History

Document created by Jakob Wiley (recorderteam@orcity.org)
2024-07-10 - 6:28:59 PM GMT

Document emailed to Tony Konkol (tkonkol@orcity.org) for signature
2024-07-10 - 6:29:04 PM GMT

Document emailed to John Lewis (jmlewis@orcity.org) for signature
2024-07-10 - 6:29:04 PM GMT

Document emailed to David Brokaw (david.brokaw@walliseng.net) for signature
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Signer David Brokaw (david.brokaw@walliseng.net) entered name at signing as Jane Vail
2024-07-10 - 8:50:13 PM GMT

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2024-07-12 - 3:53:27 PM GMT

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2024-07-12 - 3:53:54 PM GMT

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Document e-signed by Anthony J Konkol III (tkonkol@orcity.org)

Signature Date: 2024-07-12 - 3:53:56 PM GMT - Time Source: server

Agreement completed.

2024-07-12 - 3:53:56 PM GMT

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Adobe
Acrobat Sign

Point of Contact: Dayna Webb
Term of Contract: June 30, 2023

CITY OF OREGON CITY
PERSONAL SERVICES AGREEMENT

INFLOW / INFILTRATION PROGRAM MANAGEMENT (CI 21-015)

This PERSONAL SERVICES AGREEMENT ("Agreement") is entered into between the CITY OF OREGON CITY ("City") and **WALLIS ENGINEERING, PLLC** ("Consultant").

RECITALS

A. City requires services that Consultant is capable of providing under the terms and conditions hereinafter described.

B. Consultant is able and prepared to provide such services as City requires under the terms and conditions hereinafter described.

The parties agree as follows:

AGREEMENT

1. Term. The term of this Agreement shall be from the date the contract is fully executed until **June 30, 2023**, unless sooner terminated pursuant to provisions set forth below. However, such expiration shall not extinguish or prejudice City's right to enforce this Agreement with respect to (i) breach of any warranty; or (ii) any default or defect in Consultant's performance that has not been cured.

2. Compensation. City agrees to pay Consultant on a time-and-materials basis for the services required. Total compensation, including reimbursement for expenses incurred, shall not exceed **one million, four hundred and two thousand dollars and no cents ($1,402,000.00).**

3. Scope of Services. Consultant's services under this Agreement shall consist of services as detailed in Exhibit A, attached hereto and by this reference incorporated herein.

4. Standard Conditions. This Agreement shall include all of the standard conditions as detailed in Exhibit B, attached hereto and by this reference incorporated herein.

5. Schedule. The components of the project described in the Scope of Services shall be completed according to Term, above.

6. Integration. This Agreement, along with the description of services to be performed attached as Exhibit A and the Standard Conditions to Oregon City Personal Services Agreement attached as Exhibit B, contain the entire agreement between and among the parties, integrate all the terms and conditions mentioned herein or incidental hereto, and supersede all prior written or oral discussions or agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof.

7. Notices. Any notices, bills, invoices, reports or other documents required by this Agreement shall be sent by the parties by United States mail, by hand delivery or by electronic means. All notices shall be in writing and shall be effective when delivered. If mailed, notices shall be deemed effective forty-eight (48) hours after mailing, unless sooner received.

To the City:

City of Oregon City
13895 Fir Street
Oregon City, OR 97045
Attention: John M. Lewis

To Consultant:

Wallis Engineering, PLLC
215 W. 4th Street, Suite 200
Vancouver, WA 98660
Attention: Jane Vail, PE

Consultant shall be responsible for providing the City with a current address. Either party may change the address set forth in this Agreement by providing notice to the other party in the manner set forth above.

8. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the state of Oregon without resort to any jurisdiction's conflicts of law, rules or doctrines.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers on this _____ day of _____, 20____.

CITY OF OREGON CITY

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

DATED: 5-5, 2022

By: _____
Anthony J. Konkol III
Title: City Manager

DATED: May 4, 2022

APPROVED AS TO LEGAL SUFFICIENCY:

By: _____
City Attorney

WALLIS ENGINEERING, PLLC

By: Jane Vail
Digitally signed by Jane Vail
DN: CN=Jane Vail, dnQualifier=A01410D0000017EEB6E16D8000E4933, O=Wallis Engineering PLLC, C=US
Location: Wallis Engineering
Reason: I have reviewed this document
Contact Info: jane.vail@walliseng.net
Date: 2022.05.06 10:45:27-07'00'

Name: Jane Vail

Title: Principal Engineer

DATED: May 6, 2022.

ORIGINAL CITY COMMISSION APPROVAL (IF APPLICABLE):

DATE: May 4, 2022

\\depot\Departments\PublicWorks\CIP_PS_RFQ_RFP\CIP_Open\CI 21-015 I&I Program Management\CONSULTANT\Contract\Contract Agreement V2.docx

PROJECT DESCRIPTION

The City of Oregon City is seeking a comprehensive Inflow/Infiltration Program Management Team that can deliver a complete program in a highly efficient and effective manner.

SCOPE OF WORK

Under this master agreement Wallis Engineering will manage and deliver a 15-month pilot program for the City of Oregon City's I/I Reduction Program. This master service agreement will provide budget to deliver the following minimum tasks:

- Program Management Plan
- Public Outreach Plan
- Condition Assessment of Basin 8 (McLoughlin Basin), and a recommended approach to sub-basin for moving forward
- Develop Rehabilitation Guidelines and Specifications
- Providing the design, bid documents, bidding assistance, and construction services of Basin 8
- CCTV inspection services of remaining sub-basins in Basin 8, including scheduling and contract management
- Flow monitoring services to collect post-construction flow data and provide analysis report of Basin 8
- Flow monitoring services to collect post-construction flow data and provide analysis report of the Basin 10 (Rivercrest Basin) Project
- Assist with the I/I Private Lateral Policy Adoption

Individual work orders will be generated to complete the pilot program elements within the agreed upon budget. These work orders will be submitted to the City for approval prior to work being done.

Should the City elect to extend the contract beyond the pilot program, a supplement to this master agreement will be submitted.

COST OF SERVICES

The engineering fee to provide the services as described above is a not-to-exceed amount of $1,402,000.

CONTRACT DURATION

Contract term shall be from the date contract is fully executed until June 30, 2023.

GENERAL SCOPE OF PROJECT

Wallis Engineering requests approval of Work Order No. 1 for Program Administration and Program Management Services. This work order will provide program administration and management services for the first 15 months of City of Oregon City's I/I Reduction Program, hereinafter referred to as the Pilot Program. Following a determination of specific project improvements, additional work orders may be issued for design and construction phase services for specific projects.

PROJECT TEAM

Wallis Engineering will serve as the prime consultant for this project, leading a team of subconsultants to complete all the services identified in this work order's scope of work. Consultants anticipated for this work order are listed below, with the project responsibilities which they will complete.

Consultant	*Responsibilities*
Wallis Engineering (Wallis)	Program Management and Project Engineering
Leeway Engineering (Leeway)	Project Engineering
Brown and Caldwell (BC)	Project Engineering
Keller Associates (Keller)	Project Engineering
Jeanne Lawson & Associates (JLA)	Public Involvement

SPECIFIC SCOPE OF WORK

TASK 1 – PROGRAM ADMINISTRATION

Wallis Engineering (Wallis) will administer the City's I/I Reduction Pilot 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.

Subtask 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.

Subtask 1.2 Kickoff Meeting

At the start of the program, Wallis will organize, lead, and attend a virtual kickoff meeting with City staff and key team members. At this meeting we will define the program goals, review the Pilot Program's scope of work and confirm assumptions in the program management plan including team member roles and responsibilities, communication protocols, schedule and proposed deliverables, key stakeholders, and critical path elements.

Subtask 1.3 Program Meetings

Our program manager will lead a series of program meetings throughout the duration of the Pilot Program 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 Pilot Program 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.

Early in the Pilot Program schedule, we will conduct a Maintenance Coordination Meeting with maintenance personnel to identify SSO locations, known manhole problems, maintenance challenges, and known basement sump locations.

In conjunction with the annual report to the City, the program manager will lead a lessons learned meeting between the City project manager and key team members. At this meeting, we will discuss challenges encountered during the program and will include discussion of any revisions to the program.

Subtask 1.4 Monthly Reports and Invoicing

Wallis Engineering will 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.

Subtask 1.5 Annual Report

Wallis will complete annual reporting, submitting a Program Annual Report at least one month prior to the end of the calendar 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.

Task 1 Assumptions:

- Project administration assumed through June 2023
- Program meetings assumed to be virtual
- Bi-weekly program meetings budgeted for 15 months. (Total of 32 meetings)
- Subconsultants have assumed the following allocations of time for Task 1

Firm	Task 1.1 hours	Task 1.2 hours	Task 1.3 hours	Task 1.4 hours
Leeway	4	2	41	34
BC	4	2	8	9
Keller	4	2	14	2
JLA	4	2	12	

- Kickoff meeting will be in person and attended by staff from the following firms:
    - Wallis, JLA, Leeway, BC, Keller

Task 1 Deliverables:

- Agenda and minutes for: kickoff meeting, maintenance coordination meeting, master plan coordination meeting, and annual lessons learned meeting
- Monthly meeting agenda and minutes
- Biweekly meeting minutes (as needed)
- Monthly reports and invoices (15 assumed)
- Annual Report

TASK 2 – PROGRAM MANAGEMENT

Wallis Engineering will manage the program schedule, budget, and quality for all project elements comprising the overall program. Management of the Pilot Program will consist of formulating a program management plan, managing public outreach, and assisting with adoption of the private lateral and downspout disconnection programs.

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:

Subtask 2.1 Program Management Plan

Wallis Engineering shall develop a program management plan (PMP) that will be reviewed and approved by the City. A draft plan shall be shared with the City to discuss at the kickoff meeting. The plan will include the following:

- Program Objectives
- Team Structure and Responsibilities
- Financial Management Protocols
- Decision Making Protocols
- Communication and Coordination Protocols
- Overall Schedule and Task Schedules
- Project Development and Scoping
- Quality Assurance Plan

Leeway Engineering to provide support to project scheduling and project development aspects of the PMP.

Subtask 2.2 Public Outreach

JLA will prepare a general public outreach plan that can be used for each project of the program. This shall include methods of outreach, key messaging, and timing. JLA, with support from Wallis Engineering, will create general flyers that can be shared with the project areas during each project and placed on the City website. These flyers will include information about what the City is doing, why it is being done, what the homeowner will experience, etc. Working alongside the City's Communications Coordinator, JLA, working closely with Wallis Engineering, will prepare a draft Public Outreach Program Plan (POPP) immediately following the kickoff meeting.

The draft POPP will focus on the work needed to share information with the community, and will describe the outreach methods, messaging, and implementation for investigation work, downspout disconnection policy, and construction. A detailed approach to informing, managing, and addressing citizen concerns about the private lateral policy will be included in a separate work order.

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

Project outreach flyers will include the following:

- Project Factsheet
- CCTV
- Smoke Testing
- Pipe and Manhole inspections on private property
- Construction (CIPP, Pipe Bursting, and Open Cut Methods)
- Downspout Disconnection
- Private Commercial Catch Basin Reconnection

Subtask 2.3 Rehabilitation Guidelines and Specifications

Wallis Engineering will create rehabilitation guidelines that will be reviewed and approved by the City. The draft guidelines will be reviewed and discussed with key team members from Leeway Engineering, Brown and Caldwell, and Keller Associates. The rehabilitation guidelines will provide clear guidance for which rehabilitation method will be used for each type of condition or deficiency noted during condition assessment, and will describe the limits of the work for projects with and without private laterals.

Wallis will also develop boilerplate special provisions for each type of rehabilitation that will be used during the program. Special provisions will be based upon the 2021 Oregon Standard Specifications for Construction, and will include revisions to Sections 411, 412, 413 and 445. New Section 408 for lateral

lining will be developed and detailed updates to Section 490 for manhole rehabilitation will be included as well. Key team members from Leeway Engineering, Brown and Caldwell and Keller Associates will provide comment and input on these special provisions prior to submittal to the City for review and comment.

We will submit the draft guidelines and boilerplate special provisions to City public works and maintenance personnel for review and comment. After incorporating City input, both documents will be used for project development and contract document use.

Subtask 2.4 Lateral and Downspout Disconnection Policies

Wallis Engineering and Leeway Engineering will assist City staff in finalizing the private property I/I source removal policy and downspout disconnection policy. This approach will start with an initial meeting to closely review policy language and City goals, and to discuss the implications of each policy element. The project team will review the draft policy, provide recommendations to the policy, prepare for and present at up to three City Commission meetings, four neighborhood association meetings, and develop one public education letter to residents. Wallis Engineering will prepare responses to technical questions submitted by the public. The objective of the City Commission meetings is to adopt the policy, which may include establishing a fee for property owners for reducing I/I from the private-side laterals.

Subtask 2.5 Downspout Disconnection

Upon adoption of the downspout disconnection policy, Wallis Engineering and JLA will implement the downspout disconnection project. This includes public outreach, educating the public of the disconnection policy, providing smoke test results to homeowners, and recommendations as outlined in the policy. A total of 32 downspouts were detected as potential unlawful connections to the sanitary sewer.

Subtask 2.6 Private Commercial Catch Basin Reconnection

Wallis Engineering and JLA will implement the private commercial inflow reduction project. This includes sending out notices and smoke test results to commercial owners of illegal connections and providing recommendations to properly eliminate the inflow source. About five private catch basins were detected as potential illegal connections to the sanitary sewer.

Task 2 Assumptions:

- Anticipated six public outreach flyers plus one project factsheet generated as part of Task 2.2, with one revision each.
- Distribution of flyers included for Tasks 2.5 and 2.6 only. Smoke testing results to be provided by the City.
- Anticipated two meetings to present and discuss guidelines and special provisions (anticipate attendance by Wallis, Leeway, BC, at virtual meetings).
- Assumed two revisions to guidelines and special provisions.
- Anticipated two meetings to present and discuss lateral and downspout disconnection policies (anticipate attendance by Wallis, Leeway, JLA at virtual meetings)
- Two City Commission Meetings (one for presentation of the policy and one for adoption – attendance by Wallis only)
- No presentations at community meetings anticipated at this time.
- Anticipated two revisions to the policy language.
- Lateral Policy Engineering fee schedule to be set by the City.

- Public outreach for the private lateral policy will be included in a future work order.
- Flyers will be designed by JLA with the City covering the costs of printing and postage. JLA will print and distribute all flyers to be used during canvassing outreach.
- City will review JLA's flyer content and batch the revisions when submitting them to JLA.
- An allocation of 16 hours for Wallis Engineering to respond to technical questions from residents.

Task 2 Deliverables:

- Program Management Plan
- Public Outreach Plan
- Draft and Final Rehabilitation Guidelines
- Draft and Final Boilerplate special provisions developed for the following 2021 ODOT specification sections:
    - 411, 412, 413, 418, 445, 490
- Draft and Final Private Lateral Policy
- Draft and Final Downspout Disconnection Policy
- Distribution of outreach materials for downspout disconnection and catch basin reconnection tasks for Basin 8.

TASK 3 FLOW MONITORING AND ANALYSES

Subtask 3.1 Flow Monitoring and Analysis

As a continuation of flow monitoring work done on a previous project to collect post construction data for the Basin 10 (Rivercrest Basin) project area and Basin 5 and 8 inflow disconnections completed by the City, as well as pre-construction data for Basin 8, Leeway Engineering will conduct customer training on website and/or software navigation and features, including report generation. Technical support will be provided on as-needed basis. At the end of the project, all data collected will become the property of the City.

Subtask 3.2 Basin 10, 8, and 5 Model Recalibration

Leeway Engineering will utilize the flow monitoring data to recalibrate the collection system model and reforecast peak wet-weather flows at each basin. This method 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 H/H model.

Task 3 Assumptions:

- Training meeting in use of web-based real-time data management tool will be virtual.
- H/H model recalibration will be performed using three appropriate wet-weather events captured by the flow monitors
- City will provide full access to the previous modeling files.

Task 3 Deliverables:

- Post-construction analysis for Basins 5 and 10
- Pre-construction analysis for Basin 8

COST OF SERVICES

Attached is the fee estimate for a detailed engineering cost.

AUTHORIZATION

City of Oregon City Authorization: _____ Date: _____

Wallis Engineering: _____ Date: _____

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GENERAL SCOPE OF PROJECT

Wallis Engineering requests approval of Work Order No. 2 for Condition Assessment and Pre-Design efforts.

PROJECT TEAM

Wallis Engineering will serve as the prime consultant for this project, leading a team of subconsultants to complete all the services identified in this Work Order's scope of work. Our team is listed below, with the project responsibilities which they will complete.

Consultant	*Responsibilities*
Wallis Engineering (Wallis)	**Program Management and Project Engineering**
Leeway Engineering (Leeway)	Project Engineering
Brown and Caldwell (B&C)	Project Engineering
Keller Associates (Keller)	Project Engineering
Jeanne Lawson & Associates (JLA)	Public Involvement
DKS	Traffic Engineering
Greenworks	Landscape Architecture
Pacific Habitat Services	Environmental Permitting
Geodesign/NV5	Geotechnical Engineering
GRI	Geotechnical Engineering
AIMS	Investigations
Lovett	Investigations
Pacific Int-R-Tek	Investigations
VacX	Investigations
Epic	Right of Way
CESNW	Surveying
Compass	Surveying

SPECIFIC SCOPE OF WORK

TASK 4 CONDITION ASSESSMENT FOR SEWER BASIN 8

Wallis Engineering will complete and review all investigative work necessary to complete condition assessment of Basin 8. This includes review of already-completed CCTV work by the City.

A condition assessment spreadsheet will be prepared for all mainline segments with CCTV footage within Basin 8. The spreadsheet will be used to categorize repair methodologies, prepare a preliminary cost for rehabilitation, and create a prioritized list of segments. Plan sheets will be developed for each mainline section with defects labeled using PACP standard notation and recommended corrective actions.

A prioritized list of projects will be prepared based upon 150% of the first-year budget to be moved into the first-year design package. A work order will be developed following development of the 150% project list to initiate pre-design investigative work.

Task 4 Assumptions:

- Condition assessment will be completed on pipe segments with CCTV video provided by the City. ***Length of mainline video assessment to be determined.***
- Laterals and manholes will not be assessed as part of this task, but will be reviewed as part of Task 6 of this Work Order.
- No smoke and dye testing to be included.

Task 4 Deliverables:

- Sewer condition assessment spreadsheet
- Condition assessment Plan &Profile sheets
- 150% prioritized project list

Task 4 Anticipated not to exceed budget: $100,000

TASK 5 WORK ORDER DEVELOPMENT

Consultant shall prepare scoping documents to authorize pre-design investigations work for basins identified on the 150% prioritized project list and design services required to develop construction plans.

Task 5 Anticipated not to exceed budget: $10,000

TASK 6 PRE-DESIGN INVESTIGATIONS

Wallis Engineering will authorize required surveying, potholing for conflict utilities, smoke and dye testing, CCTV investigations including lateral launching and pinning, and geotechnical investigations as required for design efforts. Wallis Engineering will perform manhole investigations as required.

Task 6 Assumptions:

- Task 6 efforts are dependent upon conditions of elements and recommended corrective actions identified on the 150% prioritized project list in Task 4.
- Establishment of right of way not included.

Task 6 Deliverables:

- Topographic survey as required.
- Lateral launch videos and surface pinning of laterals.

- Potholing reports as required.
- Smoke Testing reports as required.
- Geotechnical reports as required.
- Manhole assessment reports for the 150% prioritized list.
- Pre-construction record of surveys as needed.

Task 6 Anticipated not to exceed budget: $100,000

COST OF SERVICES

The engineering fee to provide the services as described above is estimated to be the not-to-exceed amount of $210,000.

AUTHORIZATION

City of Oregon City Authorization: _____ Date: _____

Wallis Engineering: _____ Date: _____

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GENERAL SCOPE OF PROJECT

Work Order No. 3 will include design services associated with the pilot program initial construction packages. Pilot Program construction packages estimated to be on the order of a $4M construction budget. Design approach assumes up to three separate design packages will be prepared for bidding.

PROJECT TEAM

Wallis Engineering will serve as the prime consultant for this project, leading a team of subconsultants to complete all the services identified in this Work Order's scope of work. Our team is listed below, with the project responsibilities which they will complete.

Consultant	*Responsibilities*
Wallis Engineering (Wallis)	**Program Management and Project Engineering**
Leeway Engineering (Leeway)	Project Engineering
Brown and Caldwell (B&C)	Project Engineering
Keller Associates (Keller)	Project Engineering
Jeanne Lawson & Associates (JLA)	Public Involvement
DKS	Traffic Engineering
Greenworks	Landscape Architecture
Pacific Habitat Services	Environmental Permitting
Geodesign/NV5	Geotechnical Engineering
GRI	Geotechnical Engineering
AIMS	Investigations
Lovett	Investigations
Pacific Int-R-Tek	Investigations
VacX	Investigations
Epic	Right of Way Services
CESNW	Surveying
Compass	Surveying

SPECIFIC SCOPE OF WORK

TASK 7 DESIGN SERVICES FOR PROJECT #1

Wallis Engineering and select subconsultants will provide deliverables, including 60%, 90%, and Final Plans, for the Pilot Program projects. Design submittal packages will include at a minimum an engineer's cost estimate, updated schedule, and applicable specifications.

Consultant shall prepare complete contract documents, including the front section of the bid document (using the City template), bid schedule, and specifications.

Design services shall include any necessary permitting. Consultant shall work with other agencies as needed to coordinate delivery of program elements that cross jurisdictional boundaries, including Clackamas County, Union Pacific Railroad, U.S. Army Corps of Engineers, Oregon Department of Environmental Quality, Oregon Department of State Lands, and Oregon Department of Fish and Wildlife.

Task 7 Assumptions:

- Pilot Program projects will not require right-of-way or easement acquisition.
- Pilot Program projects will not require extensive environmental permitting.

Task 7 Deliverables:

- Pilot Program 60%, 90% and Final PS&E.
- Applicable permit approvals.

Task 7 Anticipated not to exceed budget: $450,000

TASK 8 UTILITY COORDINATION

Wallis Engineering and select subconsultants 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 are aware of the Pilot Program and prepared with relocation plans, if necessary. Consultant shall hold utility coordination meetings with all franchise utility providers along the corridor following the 60%, 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 8 Deliverables:

- Utility coordination log and contact list

Task 8 Anticipated not to exceed budget: $50,000

TASK 9 RIGHT-OF-WAY AND EASEMENT ACQUISITION SERVICES

Wallis Engineering and selected subconsultants shall provide right-of-way acquisition services as needed to acquire necessary right-of-way, permanent easements, right-of-entry, 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.

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 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.

Task 9 Assumptions:

- Pilot program projects will only require right-of-entry and temporary construction easements. No permanent right of way or easement acquisition is anticipated.
- Temporary construction easements will not require legal descriptions.
- Temporary construction easements will not require appraisals or appraisal reviews.
- Owner compensation costs not included.

Task 9 Deliverables:

- Right of entries as needed
- Temporary construction easement exhibits and agreements as needed.

Task 9 Anticipated not to exceed budget: $50,000

TASK 10 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 10 Assumptions:

- Bidding services for up to three separate construction contracts.

Task 10 Deliverables:

- Pre-bid meeting agenda and minutes
- Addenda as required.
- Bid tabulations
- Recommendation of award letters.

Task 10 Anticipated not to exceed budget: $50,000

TASK 11 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. The City shall not be responsible for any construction management services.

Task 11 Assumptions:

- Budget based upon anticipated construction packages totaling approximately $4M.

Task 11 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

Task 11 Anticipated not to exceed budget: $300,000

COST OF SERVICES

The engineering fee to provide the services as described above is estimated to be the not-to-exceed amount of $900,000.

AUTHORIZATION

City of Oregon City Authorization: _____ Date: _____

Wallis Engineering: _____ Date: _____

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														Subconsultants				Total
		AE	EM3	EM1	PE9	PE3	SE3	T3	A6	A4	Wallis Labor	Expenses		JLA	Leeway	BC	Keller	Cost
		$157.48	$197.11	$184.25	$178.90	$142.48	$118.91	$119.98	$115.69	$97.49								
Work Order No. 1																		
Task 1	**Program Administration**																	
1.1	Administration	15			120				75	75	$ 39,818.70			$503.00	$987.00	$845.00	$819.00	$ 42,972.70
1.2	Kickoff Meeting	2	2	2	8	2				1	$ 2,891.33			$252.00	$494.00	$423.00	$389.00	$ 4,449.33
1.3	Program Meetings		16		64	16				16	$ 18,442.88	$ 100.00	(M)	$1,447.00	$9,647.00	$1,689.00	$2,804.00	$ 34,129.88
1.4	Monthly Reports and Invoicing	4			30				30	30	$ 12,392.32			$0.00	$5,257.00	$1,515.00	$389.00	$ 19,553.32
1.5	Annual Report	2	2	2	16	2			4	8	$ 5,467.72			$0.00	$0.00	$0.00	$0.00	$ 5,467.72
	TASK 1 SUBTOTAL	**23**	**20**	**4**	**238**	**20**	**0**	**0**	**109**	**130**	**$ 79,012.95**	**$ 100.00**		**$ 2,202.00**	**$ 16,385.00**	**$ 4,472.00**	**$ 4,401.00**	**$ 106,572.95**
Task 2	**Program Management**																	
2.1	Program Management Plan	8	40		40					20	$ 18,250.04			$0.00	$4,356.00	$0.00	$0.00	$ 22,606.04
2.2	Public Outreach	20			40			40			$ 15,104.80			$18,936.00	$0.00	$0.00	$0.00	$ 34,040.80
2.3	Rehabilitation Guidelines and Specifications	8	20		20	20				8	$ 12,409.56			$0.00	$2,961.00	$2,993.00	$4,095.00	$ 22,458.56
2.4	Lateral and Downspout Disconnection Policies	20			40						$ 10,305.60	$ 100.00	(M)	$1,660.00	$3,948.00	$0.00	$0.00	$ 16,013.60
2.5	Downspout Disconnection		4		16		40		4	4	$ 9,259.96			$2,485.00	$0.00	$0.00	$0.00	$ 11,744.96
2.6	Private Commercial Catch Basin Reconnection		4		16		40		4	4	$ 9,259.96			$2,003.00	$0.00	$0.00	$0.00	$ 11,262.96
	TASK 2 SUBTOTAL	**56**	**68**	**0**	**172**	**20**	**80**	**40**	**8**	**36**	**$ 74,589.92**	**$ 100.00**		**$ 25,084.00**	**$ 11,265.00**	**$ 2,993.00**	**$ 4,095.00**	**$ 118,126.92**
Task 3	**Flow Monitoring and Analysis**																	
3.1	Flow Monitoring and Analysis	1			16						$ 3,019.88			$0.00	$37,133.00	$0.00	$0.00	$ 40,152.88
3.2	Basin 10, 8, and 5 Model Recalibration				4						$ 715.60			$0.00	$26,320.00	$0.00	$0.00	$ 27,035.60
	TASK 3 SUBTOTAL	**1**	**0**	**0**	**20**	**0**	**0**	**0**	**0**	**0**	**$ 3,735.48**	**$ -**		**$ -**	**$ 63,453.00**	**$ -**	**$ -**	**$ 67,188.48**
	WORK ORDER 1 SUBTOTAL																	**$ 291,888.35**
Work Order No. 2																		
Task 4	**Condition Assessment for Sewer Basin 8**																	**$100,000**
Task 5	**Work Order Development**																	**$10,000**
Task 6	**Pre-Design Investigations**																	**$100,000**
	WORK ORDER 2 SUBTOTAL																	**$210,000**
Work Order No. 3																		
Task 7	**Design Services for Project No. 1**																	**$450,000**
Task 8	**Utility Coordination**																	**$50,000**
Task 9	**Right-of-Way and Easement Acquisition Services**																	**$50,000**
Task 10	**Bidding Services**																	**$50,000**
Task 11	**Construction Management Services**																	**$300,000**
	WORK ORDER 3 SUBTOTAL																	**$900,000**
	Task Order Total	**80**	**88**	**4**	**430**	**40**	**80**	**40**	**117**	**166**	**$ 157,338.35**	**$ 200.00**		**$ 27,286.00**	**$ 91,103.00**	**$ 7,465.00**	**$ 8,496.00**	**$ 1,401,888.35**

Depending on availability, actual staff usage may not match the above estimated hours breakdown. Billing rates for all staff are listed in the Rate Schedule.

FEE SUMMARY		
Work Order No. 1 Wallis Labor Breakdown	$	157,338.35
Wallis Expenses	$	200.00
(M) = Mileage at current IRS Rate, (P) = Printing		
Subconsultants		
JLA	$	27,286.00
Leeway	$	91,103.00
BC	$	7,465.00
Keller	$	8,496.00
NOTE: Fee includes 5% markup		
Allocations		
Work Order No 2		$210,000
Work Order No. 3		$900,000
TOTAL BUDGET	**$**	**1,401,888.35**

wallis engineering

RATE SCHEDULE

Rate Schedule good through December, 31, 2023

Title	Range	
Associate Engineer	$157.48	$157.48
Senior Engineer	$214.25	$214.25
Engineering Manager I - VI	$184.25	$211.04
Project Engineer I - IX	$127.48	$178.90
Staff Engineer I - IV	$106.06	$125.34
Engineering Intern I - III	$65.35	$72.84
Designer	$124.26	$149.97
Landscape Architect	$160.68	$160.68
Construction Manager	$139.26	$139.26
Inspector	$97.49	$114.63
Technician I-IV	$85.70	$126.40
Administrative I – VI	$51.42	$115.69

These hourly rates include in-house office expenses, photocopying, and other incidental items. Mileage will be reimbursed at the current standard IRS rate. Outside expenses will be billed at cost plus 10%.

STANDARD CONDITIONS TO OREGON CITY PERSONAL SERVICES AGREEMENT

1. Consultant Identification. Consultant shall furnish to City its taxpayer identification number, as designated by the Internal Revenue Service, or Consultant's social security number, as City deems applicable.

2. Payment.

(a) Invoices submitted in connection with this Agreement shall be properly documented and shall identify the pertinent agreement and/or purchase order numbers.

(b) City agrees to pay Consultant within thirty (30) days after receipt of Consultant's itemized statement. Amounts disputed by City may be withheld pending settlement.

(c) City certifies that sufficient funds are available and authorized for expenditure to finance the cost of the services to be provided pursuant to this Agreement.

(d) City shall not pay any amount in excess of the compensation amounts set forth in this Agreement, nor shall City pay Consultant any fees or costs that City reasonably disputes.

3. Independent Consultant Status.

(a) Consultant is an independent consultant and is free from direction and control over the means and manner of providing labor or services, subject only to the specifications of the desired results.

(b) Consultant represents that it is customarily engaged in an independently established business and is licensed under ORS chapter 671 or 701, if the services provided require such a license. Consultant maintains a business location that is separate from the offices of the City and bears the risk of loss related to the business as demonstrated by the fixed price nature of the contract, requirement to fix defective work, warranties provided and indemnification and insurance provisions of this Agreement. Consultant provides services for two or more persons within a 12-month period or routinely engages in advertising, solicitation or other marketing efforts. Consultant makes a significant investment in the business by purchasing tools or equipment, premises or licenses, certificates or specialized training and Consultant has the authority to hire or fire persons to provide or assist in providing the services required under this Agreement.

(c) Consultant is responsible for obtaining all assumed business registrations or professional occupation licenses required by state or local law (including applicable City or Metro business licenses as per Oregon City Municipal Code Chapter 5.04). Consultant shall furnish the tools or equipment necessary for the contracted labor or services. Consultant agrees and certifies that:

(d) Consultant is not eligible for any federal social security or unemployment insurance payments. Consultant is not eligible for any PERS or workers' compensation benefits from compensation or payments made to Consultant under this Agreement.

(e) Consultant agrees and certifies that it is licensed to do business in the State of Oregon and that, if Consultant is a corporation, it is in good standing within the State of Oregon.

4. Early Termination.

(a) This Agreement may be terminated without cause prior to the expiration of the agreed-upon term by mutual written consent of the parties or by the City upon ten (10) days written notice to the Consultant, delivered by certified mail, email, or in person.

(b) Upon receipt of notice of early termination, Consultant shall immediately cease work and submit a final statement of services for all services performed and expenses incurred since the date of the last statement of services.

(c) Any early termination of this Agreement shall be without prejudice to any obligation or liabilities of either party already accrued prior to such termination.

(d) The rights and remedies of the City provided in this Agreement and relating to defaults by Consultant shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

5. No Third-Party Beneficiaries. City and

EXHIBIT B

Consultant are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide, any benefit or right, whether directly or indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

6. Payment of Laborers; Payment of Taxes.

(a) Consultant shall:

(i) Make payment promptly, as due, to all persons supplying to Consultant labor and materials for the prosecution of the services to be provided pursuant to this Agreement.

(ii) Pay all contributions or amounts due to the State Accident Insurance Fund incurred in the performance of this Agreement.

(iii) Not permit any lien or claim to be filed or prosecuted against the City on account of any labor or materials furnished.

(iv) Be responsible for all federal, state, and local taxes applicable to any compensation or payments paid to the Consultant under this Agreement and, unless Consultant is subject to back-up withholding, the City will not withhold from such compensation or payments any amount(s) to cover Consultant's federal or state tax obligation.

(v) Pay all employees at least time and one-half for all overtime worked in excess of forty (40) hours in any one week, except for individuals excluded under ORS 653.100 to 653.261 or under 29 U.S.C. §§ 201 to 209 from receiving overtime.

(b) If the Consultant fails, neglects or refuses to make prompt payment of any claim for labor or services furnished by any person in connection with this Agreement as such claim becomes due, the City may pay such claim to the person furnishing the labor or services and shall charge the amount of the payment against funds due or to become due to the Consultant by reason of this Agreement.

(c) The payment of a claim in this manner shall not relieve Consultant or Consultant's surety from obligation with respect to any unpaid claims.

(d) Consultant and subconsultants, if any, are subject employers under the Oregon workers' compensation law and shall comply with ORS 656.017, which requires provision of workers' compensation coverage for all workers.

7. Subconsultants and Assignment. Consultant shall neither subcontract any of the work, nor assign any rights acquired hereunder, without obtaining prior written approval from the City. The City, by this Agreement, incurs no liability to third persons for payment of any compensation provided herein to the Consultant.

8. Access to Records. City shall have access to all books, documents, papers and records of Consultant that are pertinent to this Agreement for the purpose of making audits, examinations, excerpts and transcripts.

9. Ownership of Work Product; License. All work products of Consultant that result from this Agreement (the "Work Products") are the exclusive property of City. In addition, if any of the Work Products contain intellectual property of Consultant that is or could be protected by federal copyright, patent, or trademark laws, or state trade secret laws, Consultant hereby grants City a perpetual, royalty-free, fully paid, nonexclusive and irrevocable license to copy, reproduce, deliver, publish, perform, dispose of, use and re-use, in whole or in part (and to authorize others to do so), all such Work Products and any other information, designs, plans, or works provided or delivered to City or produced by Consultant under this Agreement. The parties expressly agree that all works produced (including, but not limited to, any taped or recorded items) pursuant to this Agreement are works specially commissioned by City, and that any and all such works shall be works made for hire in which all rights and copyrights belong exclusively to City. Consultant shall not publish, republish, display or otherwise use any work or Work Products resulting from this Agreement without the prior written agreement of City.

10. Compliance With Applicable Law.

Consultant shall comply with all federal, state, and local laws and ordinances applicable to the services to be performed pursuant to this Agreement, including, without limitation, the provisions of ORS 279B.220, 279C.515, 279B.235, 279B.230 and 279B.270. Without limiting the generality of the foregoing, Consultant expressly agrees to comply with (i) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans With Disabilities Act of 1990 (Pub. L No. 101-336), ORS 659.425, and all regulations and administrative rules established pursuant to those laws; and (iv) all other applicable requirements of federal and state civil rights and rehabilitation and other applicable statutes, rules and regulations.

11. Professional Standards. Consultant shall be responsible, to the level of competency presently maintained by others practicing in the same type of services in City's community, for the professional and technical soundness, accuracy and adequacy of all services and materials furnished under this authorization.

12. Modification, Supplements or Amendments. No modification, change, supplement or amendment of the provisions of this Agreement shall be valid unless it is in writing and signed by the parties hereto.

13. Indemnity and Insurance.

(a) Indemnity. Consultant acknowledges responsibility for liability arising out of Consultant's negligent performance of this Agreement and shall hold City, its officers, agents, Consultants, and employees harmless from, and indemnify them for, any and all liability, settlements, loss, costs, and expenses, including attorney fees, in connection with any action, suit, or claim caused ~~or alleged to be caused~~ by the negligent acts, omissions, activities or services by Consultant, or the agents, Consultants or employees of Consultant provided pursuant to this Agreement.

(b) Workers' Compensation Coverage. Consultant certifies that Consultant has qualified for workers' compensation as required by the State of Oregon. Consultant shall provide the Owner, within ten (10) days after execution of this Agreement, a certificate of insurance evidencing coverage of all subject workers under Oregon's workers' compensation statutes. ~~The insurance certificate and policy shall indicate that the policy shall not be terminated by the insurance carrier without thirty (30) days' advance written notice to City~~. All agents or Consultants of Consultant shall maintain such insurance.

(c) Comprehensive, General, and Automobile Insurance. Consultant shall maintain comprehensive general and automobile liability insurance for protection of Consultant and City and for their directors, officers, agents, and employees, insuring against liability for damages because of personal injury, bodily injury, death, and broad-form property damage, ~~including loss of use~~, and occurring as a result of, ~~or in any way related to~~, Consultant's operation, each in an amount not less than $2,000,000 combined, single-limit, per-occurrence/$4,000,000 annual aggregate. Such insurance shall name City as an additional insured, with the stipulation that this insurance, as to the interest of City, shall not be invalidated by any act or neglect or breach of this Agreement by Consultant.

(d) Errors and Omissions Insurance Consultant shall provide City with evidence of professional errors and omissions liability insurance for the protection of Consultant and its employees, insuring against bodily injury and property damage arising out of Consultant's negligent acts, omissions, activities or services in an amount not less than $500,000 combined, single limit. Consultant shall maintain in force such coverage for not less than three (3) years following completion of the project. Such insurance shall include contractual liability.

Within ten (10) days after the execution of this Agreement, Consultant shall furnish City a certificate evidencing the dates, amounts, and types of insurance that have been procured pursuant to this Agreement. ~~Consultant will provide for not less than thirty (30) days' written notice to City before the policies may be revised, canceled, or allowed to expire. Consultant shall not alter the terms of any policy without prior written authorization from City.~~ The provisions of this subsection apply fully to Consultant and its Consultants and agents.

14. Legal Expenses. In the event legal action is brought by City or Consultant against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for attorney fees, costs, and expenses as may be set by a court. "Legal action" shall include matters subject to arbitration and appeals.

15. Severability. The parties agree that, if any term or provision of this Agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected.

16. Number and Gender. In this Agreement, the masculine, feminine or neuter gender, and the singular or plural number, shall be deemed to include the others or other whenever the context so requires.

17. Captions and Headings. The captions and headings of this Agreement are for convenience only and shall not be construed or referred to in resolving questions of interpretation or construction.

18. Hierarchy. The conditions contained in this document are applicable to every Personal Services Agreement entered into by the City of Oregon City in the absence of contrary provisions. To the extent there is a conflict, the terms of the Personal Services Agreement will control over the terms of the standard conditions. To the extent there is a conflict between the terms of the standard conditions and any other document, including the scope of services, the terms of the standard conditions shall control those other terms.

19. Calculation of Time. All periods of time referred to herein shall include Saturdays, Sundays and legal holidays in the State of Oregon, except that, if the last day of any period falls on any Saturday, Sunday or legal holiday, the period shall be extended to include the next day that is not a Saturday, Sunday or legal holiday.

20. Notices. Any notices, bills, invoices, reports or other documents required by this Agreement shall be sent by the parties by United States mail, postage prepaid, or personally delivered to the addresses listed in the Agreement attached hereto. All notices shall be in writing and shall be effective when delivered. If mailed, notices shall be deemed effective forty-eight (48) hours after mailing, unless sooner received.

21. Nonwaiver. The failure of City to insist upon or enforce strict performance by Consultant of any of the terms of this Agreement or to exercise any rights hereunder shall not be construed as a waiver or relinquishment to any extent of its rights to assert or rely upon such terms or rights of any future occasion.

22. Information and Reports. Consultant shall, at such time and in such form as City may require, furnish such periodic reports concerning the status of the project, such statements, certificates, approvals, and copies of proposed and executed plans and claims, and other information relative to the project as may be requested by City. Consultant shall furnish City, upon request, with copies of all documents and other materials prepared or developed in relation with or as a part of the project. Working papers prepared in conjunction with the project are the property of City, but shall remain with Consultant. Copies as requested shall be provided free of cost to City.

23. City's Responsibilities. City shall furnish Consultant with all available necessary information, data, and materials pertinent to the execution of this Agreement. City shall cooperate with Consultant in carrying out the work herein and shall provide adequate staff for liaison with Consultant.

24. Arbitration.

All disputes arising out of or under this Agreement shall be timely submitted to nonbinding mediation prior to commencement of any other legal proceedings. The subsequent measures apply if disputes cannot be settled in this manner.

(a) Any dispute arising out of or under this Agreement shall be determined by binding arbitration.

(b) The party desiring such arbitration shall give written notice to that effect to the other party

and shall in such notice appoint a disinterested person of recognized competence in the field as arbitrator on its behalf. Within fifteen (15) days thereafter, the other party may, by written notice to the original party, appoint a second disinterested person of recognized competence as arbitrator on its behalf. The arbitrators thus appointed shall appoint a third disinterested person of recognized competence, and the three arbitrators shall, as promptly as possible, determine such matter, provided, however, that:

(i) If the second arbitrator is not appointed as described above, then the first arbitrator shall proceed to determine such matter; and

(ii) If the two arbitrators appointed by the parties are unable to agree, within fifteen (15) days after the second arbitrator is appointed, on the appointment of a third arbitrator, they shall give written notice of such failure to agree to the parties and, if the parties fail to agree on the selection of the third arbitrator within fifteen (15) days after the arbitrators appointed by the parties give notice, then, within ten (10) days thereafter, either of the parties, on written notice to the other party, may request such appointment by the presiding judge of the Clackamas County Circuit Court.

(c) Each party shall each be entitled to present evidence and argument to the arbitrators. The determination of the majority of the arbitrators or the sole arbitrator, as the case may be, shall be conclusive on the parties, and judgment on the same may be entered in any court having jurisdiction over the parties. The arbitrators or the sole arbitrator, as the case may be, shall give written notice to the parties, stating the arbitration determination, and shall furnish to each party a signed copy of such determination. Arbitration proceedings shall be conducted pursuant to ORS 33.210 et seq. and the rules of the American Arbitration Association, except as provided otherwise.

(d) Each party shall pay the fees and expenses of the arbitrator appointed by such party and one-half of the fees and expenses of the third arbitrator, if any.

25. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the state of Oregon without resort to any jurisdiction's conflicts of law, rules or doctrines.

EXHIBIT B

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Hannah Schmidt, Community Engagement Specialist		

SUBJECT:
Item 7.g. - Personal Service Agreement with Eagle Mailing Services for Neighborhood Association Postcard Services

STAFF RECOMMENDATION:
Staff recommends the approval of the Personal Service Agreement with Eagle Mailing Services as submitted, not to exceed $90,000 over the 2025-2027 biennium, which is the allocated budget for the Neighborhood Associations.

EXECUTIVE SUMMARY:
The current contract with Eagle Web Press for Neighborhood Association (NA) postcard services is set to expire on July 1, 2025, requiring the selection of a vendor for a new 2-year contract, in this case, Eagle Mailing Services.

BACKGROUND:

On June 4, 2025, the City Commission approved the 2025–2027 biennial budget, which includes an allocation of $90,000 to support Oregon City NAs from July 1, 2025, through June 30, 2027. These funds are designated to support outreach efforts, typically through postcard mailings and signage, to notify residents of upcoming NA meetings and community engagement events, such as ice cream socials and neighborhood picnics.

In the early spring of 2024, City staff reached out to several companies to request bids to secure a vendor contract that would provide a flat-rate service for printing and mailing NA postcards. Prior to 2024, there was no established contract for the NA postcard services, but rather the City utilized a local printing company to conduct the postcard services for the NAs. After reviewing bids from multiple vendors, the City entered into a contract with Eagle Web Press. This contract, effective from March 6, 2024, to June 30, 2025, established a flat rate of $0.51 per postcard, resulting in an estimated cost savings of $3,600.

With the rising costs of printing and postage services, staff issued a new request for proposals and received responses from four printing companies. Eagle Mailing Services, the mailing company within Eagle Web Press, submitted a scope of service (please reference Exhibit A) that continues to meet both the service and budgetary needs of the NAs. The proposed new contract features a three-tiered pricing structure based on the volume of postcard mailings:

- Tier 1

    - Quantity 0-999
    - $0.731 per piece, including postage on City of Oregon City postage account
- Tier 2
    - Quantity 1000-4999
    - $0.604 per piece, including postage on City of Oregon City postage account
- Tier 3
    - Quantity 5000+
    - $0.467 per piece, including postage on City of Oregon City postage account

Although printing service costs have increased, the three-tiered pricing structure presents opportunities for strategic bundling of postcard mailings to improve cost efficiency. City staff will collaborate with NAs to develop a General Meeting Calendar in an attempt to identify opportunities to combine postcard mailings. Furthermore, Eagle Mailing Services' scope of service includes full-color printing on white paper stock, enabling Neighborhood Associations to choose background colors without incurring the rising costs associated with colored paper stock.

OPTIONS:

1. Approve Personal Service Agreement with Eagle Mailing Services for Neighborhood Association Postcard Services.
2. Approve Personal Service Agreement with Eagle Mailing Services for Neighborhood Association Postcard Services with Amendments.
3. Deny Personal Service Agreement with Eagle Mailing Services for Neighborhood Association Postcard Services and provide further direction.

BUDGET IMPACT:

Amount	$90,000
Fiscal Year(s):	2025-2027
Funding Source(s):	General Fund

CITY OF OREGON CITY
PERSONAL SERVICES AGREEMENT

This PERSONAL SERVICES AGREEMENT ("Agreement") is entered into between the CITY OF OREGON CITY ("City") and Eagle Mailing Services ("Consultant").

RECITALS

A. City requires services that Consultant is capable of providing under the terms and conditions hereinafter described.

B. Consultant is able and prepared to provide such services as City requires under the terms and conditions hereinafter described.

The parties agree as follows:

AGREEMENT

1. Term. The term of this Agreement shall be from July 1, 2025 – June 30, 2027, immediately effective after signing, unless sooner terminated pursuant to provisions set forth below. However, such expiration shall not extinguish or prejudice City's right to enforce this Agreement with respect to (i) breach of any warranty; or (ii) any default or defect in Consultant's performance that has not been cured.

2. Compensation. City agrees to pay Consultant on a time-and-materials basis for the services required. Total compensation, including reimbursement for expenses incurred, shall not exceed $90,000, as that is the budget set forth for the Oregon City Neighborhood Associations in the 2025-2027 biennium.

3. Scope of Services. Consultant's services under this Agreement shall consist of services as detailed in Exhibit A, attached hereto and by this reference incorporated herein.

4. Standard Conditions. This Agreement shall include all of the standard conditions as detailed in Exhibit B, attached hereto and by this reference incorporated herein.

5. Integration. This Agreement, along with the description of services to be performed attached as Exhibit A and the Standard Conditions to Oregon City Personal Services Agreement attached as Exhibit B, contain the entire agreement between and among the parties, integrate all the terms and conditions mentioned herein or incidental hereto, and supersede all prior written or oral discussions or agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof.

6. Notices. Any notices, reports or other documents required by this Agreement shall be sent by the parties by United States mail, postage prepaid, or personally delivered to the addresses below. All notices shall be in writing and shall be effective when delivered. If mailed, notices shall be deemed effective forty-eight (48) hours after mailing, unless sooner received. Bills and invoices may be sent by e-mail or United States mail.

To the City:	City of Oregon City PO Box 3040 625 Center Street Oregon City, OR 97045 Attention: City Manager
To Consultant:	Eagle Mailing Services 4901 Indian School Rd NE Salem, OR 97305

Consultant shall be responsible for providing the City with a current address. Either party may change the address set forth above for purposes of notices under this Agreement by providing notice to the other party in the manner set forth above.

7. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the state of Oregon without resort to any jurisdiction's conflicts of law, rules or doctrines.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers on this _____ day of _____, 20____.

CITY OF OREGON CITY

By: _____
Anthony J. Konkol, III
Title: City Manager

DATED: _____, 20___.

By: _____
Jarrod Lyman
Title: Communications Manager

APPROVED AS TO LEGAL SUFFICIENCY:

By: _____
City Attorney

(EAGLE MAILING SERVICES)

By: _____

Title: _____

DATED: _____, 20___.

ProjectManager

Scope of Work

Project Name	Project Manager
Neighborhood Association Postcards	Abigail Stark
Project Objective	**Location of Project**
Print and Mail postcards	Eagle Mailing Service
Project Team	
Baylee Marlin	
Ron Larson	
Todd Hathaway	

Scope of Work Description	**Printing Services** • Print Neighborhood Association Postcards on white 80# Dull Cover paper. • Cut to 4” x 5.5” **Mailing Services- Standard** • Job set up. • Import- add ZIP+4 and carrier route information to addresses. • Inkjet- addressing post cards. • Delivery to Salem Post Office – Using Mail Anywhere program

Project Deliverables	• Report on possible errors within mailing list provided. • USPS Postal Paperwork- estimated postage cost will be sent to the customer.

EXHIBIT A

ProjectManager

Project Cost	**3-Tiered Rate Program**
	• Tier 1
	  ○ Quantity 0-999 $.731 per piece, including postage on City of Oregon City postage account.
	• Tier 2
	  ○ Quantity 1000-4999 $.604 per piece, including postage on City of Oregon City postage account.
	• Tier 3
	  ○ Quantity 5000+ $.467 per piece, including postage on City of Oregon City postage account.

Project Terms/ Exclusions	• Due to the potential of unknown increases, such as added tariffs, natural disasters and outbreaks (e.g., COVID-19), we reserve the right to adjust prices accordingly. Any such adjustments will be communicated promptly and will reflect only the additional costs incurred due to these unforeseen circumstances. • Dupe Detection • If USPS raises postage rates, the City of Oregon City will be liable to pay the increase as postage is a pass-thru expense for Eagle Mailing Service.

Project Timeline	The turnaround time from proof approval to delivery is 3-4 business days.

Payment Terms	• 3% surcharge on all credit card transactions • 2 Year long contract effective after signing (July 1, 2025 – June 30,2027) • Net 30 payment terms • Customer postal permit #23- funds need to be loaded onto customers permit before delivery to the Salem Post Office using mail anywhere program.

EXHIBIT A

STANDARD CONDITIONS TO CONTRACTS FOR GOODS, SERVICES, INCLUDING PROFESSIONAL PERSONAL SERVICES OR PUBLIC IMPROVEMENT PROJECTS FOR LESS THAN $50,000

This Standard Condition Agreement shall be applicable to all public contracts for goods and personal services, including professional personal services, as referenced in Oregon City Municipal Code section 2.40.040, for architectural, engineering, photogrammetric mapping, transportation planning land surveying services, and for public improvement projects costing less than $50,000.

1. Definitions of Terms: In this Standard Conditions Agreement, the following terms shall be as defined below:

(a) **Agent** means a person who is authorized to act on behalf of the Contractor or the Owner.

(b) **Applicable Laws** means all federal, state and local laws, codes, rules, regulations and ordinances, as amended applicable to the Work to the Contract or to the Parties individually.

(c) **Architectural, engineering, photogrammetric mapping, transportation planning or land surveying services** means professional services that are required to be performed by an architect, engineer, photogrammetrist, transportation planner or land surveyor as defined in Oregon Revised Statutes (ORS) Chapter 279C.

(d) **Amendment** means a written alteration which, when fully executed by the Parties of the Contract, constitutes a change to the to the contract price, contract time or contract scope. An Amendment shall not be effective until executed by both parties.

(e) **Contract Documents** means the full and complete contract for goods or services including the Goods or Personal Service Agreement, Scope of Work and these Standard Conditions.

(f) **Contractor** means the Person awarded the Contract for the Work contemplated and includes or is used interchangeably to reference individuals providing architectural, engineering, photogrammetric mapping, transportation planning or land surveying services contracted for the provision of services, unless otherwise specified.

(g) **Design-Build** means an alternative form of procurement for public improvements in which the Contractor provides or obtains specified design services, participates on the project team with the Owner, and manages both design and construction.

(h) **Goods** means supplies, equipment, materials, personal property, and includes any tangible, intangible and intellectual property, rights and licenses.

(i) **Owner** means the City of Oregon City or any component unit thereof including the City of Oregon City Urban Renewal Agency. Owner may elect, by written notice to Contractor, to delegate certain duties to more than one agent.

(j) **Parties** means the any individual, group or organization who execute a written agreement to complete Work to be done.

(k) **Person** means a natural person or entity doing business as a sole proprietorship, a partnership, a joint venture, a corporation, a limited liability company or partnership, a nonprofit, a trust, or any other entity possessing the legal capacity to contract.

(l) **Project** means the total undertaking to be accomplished for Owner by architectural, engineering, photogrammetric mapping, transportation planning or land surveying service providers, Contractors, and other others, including planning study, design, construction, testing, commissioning, start-up, of which the Work to be performed under the Contract Documents is a part.

(m) **Public Improvement** means contracts for construction, reconstruction or major renovation of real property by or for the Owner.

(n) **Services** means contracts for services including professional personal services such as financial, accounting, personnel, risk management, insurance, real estate and economics as well as non-professional services such as a short term consultant or services for office maintenance.

(o) **Subcontractor** means a Person having a direct contract with the Contractor, or another Subcontractor of any tier, to perform one or more items of Work.

(p) **Work** means the furnishing of all materials, equipment, labor, transportation, services, incidentals, those permits and regulatory approvals not provided by the Owner necessary to successfully comply any individual items or the entire Contract

EXHIBIT B

and the carrying out of duties and obligations imposed by the Contract Documents for the Project.

2. Contractor Identification. Contractor shall furnish to Owner its taxpayer identification number, as designated by the Internal Revenue Service, or Contractor's social security number, as Owner deems applicable.

3. Payment.

(a) Invoices submitted in connection with this Agreement shall be properly documented and shall identify the pertinent agreement and/or purchase order numbers.

(b) Owner agrees to pay Contractor within thirty (30) days after receipt of Contractor's itemized statement, unless the parties agree to payment to be made on other specified terms. Amounts disputed by Owner may be withheld pending settlement.

(c) Owner certifies that sufficient funds are available and authorized for expenditure to finance the cost of the services to be provided pursuant to this Agreement.

(d) Owner shall not pay any amount in excess of the compensation amounts set forth in this Agreement, nor shall Owner pay Contractor any fees or costs that Owner reasonably disputes.

4. Independent Contractor Status.

(a) Contractor is an independent contractor as defined in ORS 670.600 and is free from direction and control over the means and manner of providing labor or services, subject only to the specifications of the desired results.

(b) Contractor represents that it is customarily engaged in an independently established business and is licensed under ORS chapter 671 or 701, if the services provided require such a license. Contractor maintains a business location that is separate from, and not affiliated with, the offices of the Owner and bears the risk of loss related to the Contractor's business as demonstrated by the fixed price nature of the contract, requirement to fix defective work, warranties provided and indemnification and insurance provisions of this Agreement. Contractor provides services for two or more persons within a 12 month period or routinely engages in advertising, solicitation or other marketing efforts. Contractor makes a significant investment in the business by purchasing tools or equipment, premises or licenses, certificates or specialized training and Contractor has the authority to hire or fire persons to provide or assist in providing the services required under this Agreement.

(c) Contractor is responsible for obtaining all assumed business registrations or professional occupation licenses required by state or local law (including applicable City or Metro business licenses as per Oregon City Municipal Code Chapter 5.04). Contractor shall furnish the tools or equipment necessary for the contracted labor or services. Contractor agrees and certifies that:

(d) Contractor is not eligible for any federal social security or unemployment insurance payments. Contractor is not eligible for any Public Employee Retirement System (PERS) or workers' compensation benefits from compensation or payments made to Contractor under this Agreement.

(e) Contractor agrees and certifies that it is licensed to do business in the State of Oregon and that, if Contractor is a corporation, that the corporation is in good standing within the State of Oregon.

5. Early Termination.

(a) This Agreement may be terminated without cause prior to the expiration of the agreed- upon term by mutual written consent of the parties or by the Owner upon ten (10) days written notice to the Contractor, delivered by certified mail, email, or in person prior to the stated expiration date.

(b) Upon receipt of notice of early termination, Contractor shall immediately cease work and submit a final statement of services for all services performed and expenses incurred since the date of the last statement of services.

(c) Any early termination of this Agreement shall be without prejudice to any obligation or liabilities of either party already accrued prior to such termination.

(d) The rights and remedies of the Owner provided in this Agreement and relating to defaults by Contractor shall not be exclusive and are in addition to any other rights and remedies provided

by law or under this Agreement.

6. No Third-Party Beneficiaries. Owner and Contractor are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide, any benefit or right, whether directly or indirectly or otherwise, to third parties unless such third parties are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

7. Payment of Laborers; Payment of Taxes.

(a) Contractor shall:

(i) Make payments promptly, as due, to all persons supplying to Contractor labor and materials for the prosecution of the services to be provided pursuant to this Agreement.

(ii) Pay all contributions and amounts due to the State Accident Insurance Fund incurred in the performance of this Agreement.

(iii) Not permit any lien or claim to be filed or prosecuted against the Owner on account of any labor or materials furnished.

(iv) Be responsible for all federal, state, and local taxes applicable to any compensation or payments paid to the Contractor under this Agreement and, unless Contractor is subject to back-up withholding, the Owner will not withhold from such compensation or payments any amount(s) to cover Contractor's federal or state tax obligation.

(v) Pay all employees at least time and one-half for all overtime worked in excess of forty (40) hours in any one week, except for individuals excluded under ORS 653.100 to 653.261 or under 29 U.S.C. §§ 201 to 209 from receiving overtime.

(b) If the Contractor fails, neglects or refuses to make prompt payment of any claim for labor or services furnished by any person in connection with this Agreement as such claim becomes due, the Owner may pay such claim to the person furnishing the labor or services and shall charge the amount of the payment against funds due or to become due to the Contractor by reason of this Agreement.

(c) The payment of a claim in this manner shall not relieve Contractor or Contractor's surety from obligations with respect to any unpaid claims.

(d) Contractor and subcontractors, if any, are subject employers under the Oregon workers' compensation law and shall comply with ORS 656.017, which requires provision of workers' compensation coverage for all workers.

8. SubContractors and Assignment. Contractor shall neither subcontract any of the work, nor assign any rights acquired hereunder, without obtaining prior written approval from the Owner. The Owner, by this Agreement, incurs no liability to third parties for payment of any compensation provided herein to the Contractor.

9. Access to Records. Contractor shall maintain all books, documents, papers and records, in paper or electronic form, for a period of no less than three years for the purpose of making audit, examination, excerpts and transcripts. Owner shall have access to all books, documents, papers and records of Contractor, existing in paper or electronic form, that are pertinent to this Agreement for the purpose of making audits, examinations, excerpts and transcripts.

10. Confidentiality. During the course of completing Work, Contractor or its agent, employees, or consultants, may receive confidential information. Contractor agrees to use its best efforts to maintain the confidentiality of such information and to inform each agent and employee performing Work of the confidentiality obligation that pertains to such information.

11. Ownership of Work Product; License. All work products of Contractor that result from this Agreement (the "Work Products") are the exclusive property of Owner. In addition, if any of the Work Products contain intellectual property of Contractor that is or could be protected by federal copyright, patent, or trademark laws, or state trade secret laws, Contractor hereby grants Owner a perpetual, royalty-free, fully paid, nonexclusive and irrevocable license to copy, reproduce, deliver, publish, perform, dispose of, use and re-use, in whole or in part (and to authorize others to do so), all such Work Products and any other information, designs, plans, or works provided or delivered to Owner or produced by Contractor under this Agreement. The parties expressly agree that all works produced (including, but not limited to, any taped or recorded items) pursuant to this Agreement are works specially

commissioned by Owner, and that any and all such works shall be works made for hire in which all rights and copyrights belong exclusively to Owner. Contractor shall not publish, republish, display or otherwise use any work or Work Products resulting from this Agreement without the prior written agreement of Owner. No reports, information and/or data given to or prepared or assembled by the Contractor under this contract shall be made available to any individual or organization by the Contractor without the prior written approval of the Owner.

12. Compliance With Applicable Law. Contractor shall comply with all federal, state, and local laws and ordinances applicable to the services to be performed pursuant to this Agreement, including, without limitation, the provisions of ORS 279B.220, 279C.515, 279B.235, 279B.230 and 279B.270. Without limiting the generality of the foregoing, Contractor expressly agrees to comply with (i) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans With Disabilities Act of 1990 (Pub. L No. 101-336), ORS 659.425, and all regulations and administrative rules established pursuant to those laws; and (iv) all other applicable requirements of federal and state civil rights and rehabilitation and other applicable statutes, rules and regulations.

13. Professional Standards. Contractor shall be responsible, to the level of competency presently maintained by others practicing in the same type of services in Owner's community, for the professional and technical soundness, accuracy and adequacy of all services and materials furnished under this authorization.

14. Completion and Correction of Work. Work shall be completed in compliance with the terms set forth in the Contract Documents. Owner shall have the right to reject in writing any Work that does not comply with Contract Document specifications. The Contractor shall perform such additional work as may be necessary to correct Contractor's errors without undue delays and without additional cost.

15. Modification, Supplements or Amendments. No modification, change, supplement or amendment of the provisions of this Agreement shall be valid unless it is in writing and signed by the parties hereto.

16. Indemnity and Insurance.

(a) Indemnity.

(i) Contractor acknowledges responsibility for liability arising out of Contractor's negligent performance of this Agreement and shall hold Owner, its officers, agents, consultants, and employees harmless from, and indemnify them for, any and all liability, settlements, loss, costs, and expenses, including reasonable attorney fees, in connection with any action, suit, or claim caused or alleged to be caused by the negligent acts, omissions, activities or services by Contractor, or the agents, consultants or employees of Contractor provided pursuant to this Agreement.

(ii) Notwithstanding the foregoing, persons providing architectural, engineering, photogrammetric mapping, transportation planning or land surveying services will not have a duty to defend the Owner against a claim for professional negligence relating to the professional services provided under this Agreement, except to the extent that such liability or fault is determined by adjudication or alternative dispute resolution or otherwise resolved by settlement agreement, and may not to exceed the proportionate fault of the person.

(b) Workers' Compensation Coverage. Contractor certifies that Contractor has qualified for workers' compensation as required by the State of Oregon. Contractor shall provide the Owner, within ten (10) days after full execution of this Agreement, a certificate of insurance evidencing coverage of all subject workers under Oregon's workers' compensation statutes. The insurance certificate and policy shall indicate that the policy shall not be terminated by the insurance carrier without thirty (30) days' advance written notice to Owner. All agents or consultants of Contractor shall maintain such insurance.

(c) lGeneral Liability and Commercial Automobile Insurance Coverage. Contractor shall maintain general liability and commercial automobile liability insurance for the protection of Contractor and Owner, insuring against liability for bodily injury or property damage, including loss of use, and occurring as a result of, or in any way related to, Contractor's operation, each in an amount not less than $2,000,000 per- occurrence under the General Liability policy and $2,000,000 combined single limit coverage under the

Commercial Automobile policy. Such insurance shall name Owner, its directors, officers, agents, and employees, as an additional insured, with the stipulation that Contractor insurance, as to the interest of Owner, shall not be invalidated by any act or neglect or breach of this Agreement by Contractor.

(d) Errors and Omissions Insurance:

Contractor shall provide Owner with evidence of professional errors and omissions liability insurance for the protection of Contractor and its employees, insuring against bodily injury and property damage arising out of Contractor's negligent acts, omissions, activities or services in an amount not less than $1,000,,000 combined, single limit. Contractor shall maintain in force such coverage for not less than six (6 years) following completion of the project. Such insurance shall include contractual liability.

Within ten (10) days after the full execution of the Agreement, Contractor shall furnish Owner with a certificate evidencing the dates, amounts, and type of insurance that have been procured pursuant to this Agreement. Contractor will provide for not less than thirty (30) days' written notice to Owner before the policies may be revised, canceled, or allowed to expire. Contractor shall not alter the terms of any policy with prior written authorization from Owner. The provisions of the subsections fully apply to Contractor and its consultants or agents.

17. Legal Expenses. In the event legal action is brought by Owner or Contractor against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for attorney fees, costs, and expenses as may be set by a court. "Legal action" shall include matters subject to arbitration and appeals.

18. Severability. The parties agree that, if any term or provision of this Agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected.

19. Number and Gender. In this Agreement, the masculine, feminine or neutral gender, and the singular or plural number, shall be deemed to include the others or other whenever the context so requires.

20. Captions and Headings. The captions and headings of this Agreement are for convenience only and shall not be construed or referred to in resolving questions of interpretation or construction.

21. Hierarchy. The conditions contained in this document are applicable to every Personal Services Agreement entered into by the Owner in the absence of contrary provisions. To the extent there is a conflict, the terms of the Personal Services Agreement will control over the terms of the standard conditions. To the extent there is a conflict between the terms of the standard conditions and any other document, including the scope of services, the terms of the standard conditions shall control those other terms.

22. Calculation of Time. All periods of time referred to herein shall include Saturdays, Sundays and legal holidays in the State of Oregon, except that, if the last day of any period falls on any Saturday, Sunday or legal holiday, the period shall be extended to include the next day that is not a Saturday, Sunday or legal holiday.

23. Notices. Any notices, bills, invoices, reports or other documents required by this Agreement shall be sent by the parties by United States mail, postage prepaid, or personally delivered to the addresses listed in the Agreement attached hereto. All notices shall be in writing and shall be effective when delivered. If mailed, notices shall be deemed effective forty-eight (48) hours after mailing, unless sooner received.

24. Nonwaiver. The failure of Owner to insist upon or enforce strict performance by Contractor of any of the terms of this Agreement or to exercise any rights hereunder shall not be construed as a waiver or relinquishment to any extent of its rights to assert or rely upon such terms or rights of any future occasion.

25. Information and Reports. Contractor shall, at such time and in such form as Owner may require, furnish such periodic reports concerning the status of the project, such statements, certificates, approvals, and copies of proposed and executed plans and claims, and other information relative to the project as may be requested by Owner. Contractor shall furnish Owner, upon request, with copies of all documents and other materials prepared or developed in relation with or as a part of the project. Working papers prepared in conjunction with the project are the property of Owner, but shall remain

with Contractor. Copies as requested shall be provided free of cost to Owner.

26. Owner's Responsibilities. Owner shall furnish Contractor with all available necessary information, data, and materials pertinent to the execution of this Agreement. Owner shall cooperate with Contractor in carrying out the work herein and shall provide adequate staff for liaison with Contractor.

27. Arbitration.

All disputes arising out of or under this Agreement shall be timely submitted to nonbinding mediation prior to commencement of any other legal proceedings. The subsequent measures apply if disputes cannot be settled in this manner.

(a) Any dispute arising out of or under this Agreement shall be determined by binding arbitration.

(b) The party desiring such arbitration shall give written notice to that effect to the other party and shall in such notice appoint a disinterested person of recognized competence in the field as arbitrator on its behalf. Within fifteen (15) days thereafter, the other party may, by written notice to the original party, appoint a second disinterested person of recognized competence as arbitrator on its behalf. The arbitrators thus appointed shall appoint a third disinterested person of recognized competence, and the three arbitrators shall, as promptly as possible, determine such matter, provided, however, that:

(i) If the second arbitrator is not appointed as described above, then the first arbitrator shall proceed to determine such matter; and

(ii) If the two arbitrators appointed by the parties are unable to agree, within fifteen (15) days after the second arbitrator is appointed, on the appointment of a third arbitrator, they shall give written notice of such failure to agree to the parties and, if the parties fail to agree on the selection of the third arbitrator within fifteen (15) days after the arbitrators appointed by the parties give notice, then, within ten (10) days thereafter, either of the parties, on written notice to the other party, may request such appointment by the presiding judge of the Clackamas County Circuit Court.

(c) Each party shall each be entitled to present evidence and argument to the arbitrators. The determination of the majority of the arbitrators or the sole arbitrator, as the case may be, shall be conclusive on the parties, and judgment on the same may be entered in any court having jurisdiction over the parties. The arbitrators or the sole arbitrator, as the case may be, shall give written notice to the parties, stating the arbitration determination, and shall furnish to each party a signed copy of such determination. Arbitration proceedings shall be conducted pursuant to ORS 33.210 et seq. and the rules of the American Arbitration Association, except as provided otherwise.

(d) Each party shall pay the fees and expenses of the arbitrator appointed by such party and one- half of the fees and expenses of the third arbitrator, if any.

28. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the state of Oregon without resort to any jurisdiction's conflicts of law, rules or doctrines.

29. Counterparts and Electronic Signatures. This Agreement may be executed in counterparts. Electronic signatures using an electronic verification system approved by the Owner shall be considered as valid signatures.

30. Entire Agreement. This Agreement signed by both parties is the parties' final and entire Agreement and supersedes all prior contemporaneous oral or written communications between the Parties, their agents and representatives. There are no representations, promises, terms, conditions or obligations other than those contained herein.

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Matt Zook, Finance Director		

SUBJECT:
Item 7.h. - Contract Amendment No. 1 for Defense Attorney Leanna Erickson

STAFF RECOMMENDATION:
Approval of Amendment No. 1 to Professional Services Agreement with Leanna Erickson for Legal Assistance to Indigent Defendants

EXECUTIVE SUMMARY:
Legal service provided by attorneys to indigent defendants is a vital part of the justice system. The City of Oregon City publicly solicited for attorneys to serve in this role in Spring 2024. Ms. Erickson was selected to serve from April 1, 2024 through June 30, 2025. The original contract was within the City Manager authority to sign. Amendment No. 1 takes this contract above $50,000, which requires City Commission approval. Ms. Erickson and the City mutually agree to extend this contract through Amendment No. 1.

BACKGROUND:

OPTIONS:
1. Approve Contract Amendment No. 1 for Defense Attorney Leanna Erickson.
2. Approve Contract Amendment No. 1 for Defense Attorney Leanna Erickson with Amendments.
3. Deny Contract Amendment No. 1 for Defense Attorney Leanna Erickson and provide further direction.

BUDGET IMPACT:

Amount	$51,360 for two years
Fiscal Year(s):	2025-26 and 2026-27
Funding Source(s):	General Fund as reflected in the 2025-27 Adopted Biennial Budget

Point of Contact: Court Manager
Term of Contract: 4/1/24 – 7/1/25

CITY OF OREGON CITY

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement is entered into between Leanna Erickson (hereinafter, "Attorney") and the City of Oregon City ("the City") for the limited purpose of retaining Attorney to provide legal assistance to indigent defendants charged with criminal misdemeanors in The Oregon City Municipal Court.

AGREEMENT:

In consideration of the mutual promises contained below, the parties agree as follows:

1. Independent Contractor

Attorney has been engaged by the City to provide certain limited services to the City which shall be referred to in this Agreement as the "Services." The parties recognize and agree that Attorney is acting as an independent contractor, and not as an agent or employee of the City. As an independent contractor, Attorney is not eligible for, and shall not participate in, workers' compensation, retirement, insurance or other benefits afforded to employees of the City. Attorney waives any and all rights that Attorney might have under the City's welfare, pension, profit-sharing or other benefit plans.

The City shall not withhold or pay any federal, state or local income or payroll tax of any kind on behalf of Attorney. Attorney acknowledges and agrees that she is solely responsible for the payment of any income or other taxes related to the Agreement, and indemnifies and holds the City harmless for its failure to withhold or pay such income or payroll taxes.

Nothing in this Agreement shall create any partnership, joint venture, employment relationship or similar relationship between Attorney and the City. Attorney will not represent that she is the City's employee or agent nor enter into any agreement on the City's behalf. Neither party can be bound by the other to any contract, arrangement or understanding except with that party's prior written consent.

In the event that Attorney is found by a court of law or any administrative agency to be an employee of City for any purpose, City shall be entitled to offset compensation due, or to demand repayment of any amounts paid to Attorney under the terms of this Agreement, to the full extent of any benefits or other remuneration Attorney receives (from City or third party) as a result of said finding and to the full extent of any payments that City is required to make (to Attorney or to a third party) as a result of said finding.

2. The Services

Attorney will perform legal defense services for indigent defendants appointed to Attorney by the Oregon City Municipal Judge. Attorney will provide all equipment and supplies reasonably necessary to perform services. Attorney will perform the Services in a professional manner, and Attorney is responsible for any deficiencies in his work product or Services. Subject to the conditions of this Agreement, Attorney will retain control over the manner in which she performs the Services. Attorney will not subcontract any Services and will personally perform all Services.

3. Compensation

Payment for the services rendered by Attorney will be at the rate of $2080 per month, paid out of the City's budget for indigent defense with approval of the City's Accounts Payable Department.

4. Term

The term of this Agreement, unless otherwise terminated pursuant to the terms of this Agreement, shall commence from April 1, 2024 to July 1, 2025. This term may be extended by mutual written agreement of the parties for up to two 2-year terms. After which she may re-apply.

5. Termination

Either party may terminate this Agreement without cause by providing the other party with 30 days' prior written notice at the address listed below the party's signature line at the end of this Agreement. Upon receipt of notice from the City, Attorney may, at his option, decline to accept any additional new cases and so notify the City immediately in writing.

6. No Fringe Benefits

As an independent contractor, Attorney is not eligible for, and shall not participate in, workers' compensation, retirement, insurance or other benefits afforded to employees of the City. Attorney waives any and all rights that Attorney might have under the City's welfare, pension, profit-sharing or other benefit plans.

7. Expenses

The City shall not be responsible for any expenses paid or incurred by Attorney unless otherwise agreed in advance in writing.

8. Federal, State and Local Taxes

The City shall not withhold or pay any federal, state or local income or payroll tax of any kind on behalf of Attorney. Attorney acknowledges and agrees that Attorney is solely responsible for the payment of any income or other taxes related to the Agreement, and indemnifies and holds the City harmless for its failure to withhold or pay such income or payroll taxes.

9. Compliance with Laws

Attorney will (a) comply with all federal, state and local laws, ordinances, regulations and orders with respect to performance of the Services, (b) file all reports relating to the Services (including, without limitation, tax returns), (c) pay all filing fees and federal, state and local taxes applicable to Attorney's business as the same shall become due, and (d) pay all amounts when due required under local, state and federal law related to Attorney's business, including, but not limited to, workers' compensation coverage, unemployment insurance and any other required employee benefits.

10. Disclaimer

The City disclaims any responsibility for the safety of Attorney's workplace, and Attorney agrees to solely assume the risk of, and indemnify the City for, any injury or damage to persons or property arising out of or related to the Services contemplated under this Agreement.

11. Insurance; Risk of Loss

Attorney will maintain insurance policies (including, without limitation, professional liability insurance and statutory workers' compensation insurance) that are sufficient to protect Attorney's business against all applicable risks. Attorney will be liable for all loss or damage, other than ordinary wear and tear, to the City's property in Attorney's possession or control. In the event of any such loss or damage, Attorney will pay the City the full current replacement cost of such equipment or property within 30 days after its loss or damage.

12. No Conflicting Obligations

Attorney warrants and represents that (a) Attorney will not, in performing the Services, make use of information which is the property of and/or confidential to any employer or other person or entity for whom Attorney has performed services, and (b) Attorney is not currently subject to any restriction which would prevent or limit Attorney from carrying out the Services for the City.

13. Business Opportunities

Attorney agrees not to take advantage of or divert any actual or potential business opportunity of the City of which he became aware during the course of his engagement for the gain, profit or benefit of himself or any other person.

14. Protection of City Property

All records, files, manuals, client lists, forms, materials, supplies, computer programs, and other information or materials furnished to Attorney by the City, used on its behalf, or generated or obtained during the course of providing the Services are the property of the City (collectively "City Property"). Attorney will use City Property for the sole use and benefit of the City and will take all reasonable precautions to safely secure and preserve such property. Attorney, except as necessary for the benefit of the City and to provide the Services, agrees not to make or

cause to be made any copies, duplicates or other reproductions, or abstracts or summaries, of any of the City's Property. Upon termination of this Agreement, and at any other time upon the City's request, Attorney will immediately deliver to the City or its authorized representative, all of the City Property. Attorney shall retain no copies of any of the City Property.

15. **Indemnification**

Attorney will indemnify, defend and hold the City (and the City's agents and contractors) harmless from all claims, damages, losses, and expenses (including attorneys' fees) arising out of or resulting from any claim, action or other proceeding (including any proceeding by any of Attorney's employees, agents or other contractors) that is based upon (a) Attorney's breach of this Agreement, (b) a claim that Attorney is not an independent contractor or (c) any negligent act or omission of Attorney.

16. **Assignment**

The contractual obligations of Attorney are personal and neither the rights nor obligations under this Agreement may be assigned or transferred by Attorney to any other person without the City's prior written consent.

17. **Waiver**

Failure to insist upon strict compliance with any term or condition of this Agreement shall not constitute a waiver of such term or condition, nor shall any waiver or relinquishment of any right or power under this Agreement at any one or more times be deemed a waiver or relinquishment of such right or power at any other time.

18. **Amendment**

No waiver, amendment or modification of this Agreement or any portion thereof, including any future representations that are inconsistent with the terms set forth herein, shall be valid unless made in writing and duly executed by each party hereto.

19. **Applicable Law/Venue/Jurisdiction**

This Agreement shall be governed by, and construed and enforced in accordance with, the substantive and procedural laws of the State of Oregon without regard to rules governing conflicts of law applicable to contracts made and to be carried out in Oregon.

20. **Compliance with ORS 670.600**

Attorney warrants that he understands and agrees that:

(1) The City will not control the means or manner of how Attorney will provide the labor or services, other than specifying the desired results;

(2) Attorney is responsible for obtaining all assumed business registrations or professional occupation licenses required by state law or local government ordinances for Attorney to conduct the business;

(3) If licensure is required under ORS chapter 671 or 701, Attorney will ensure that he is licensed;

(4) Attorney is customarily engaged in an independently established business (that is, Attorney meets 3 out of the 5 requirements below):

(a) Maintains a business location that is separate from the business or work location of the City, or that is in a portion of the Attorney's residence that is used primarily for business.

(b) Bears the risk of loss related to the business or the provision of services as shown by factors such as:

(A) The person enters into fixed-price contracts;

(B) The person is required to correct defective work;

(C) The person warrants the services provided; or

(D) The person negotiates indemnification agreements or purchases liability insurance, performance bonds or errors and omissions insurance.

(c) Provides contracted services for two or more different persons within a 12-month period, or routinely engages in business advertising, solicitation or other marketing efforts reasonably calculated to obtain new contracts to provide similar services.

(d) Makes a significant investment in Attorney's business through means such as purchasing tools or equipment necessary to provide the services; paying for the premises or facilities where the services are provided; or paying for licenses, certificates or specialized training required to provide the services.

(e) Has the authority to hire and fire other persons to provide or to assist in providing the services and has the authority to fire those persons.

21. **Severability**

If any clause or provision in this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, that clause or provision shall be void and the remainder of this Agreement shall remain in full force and effect.

22. **Entire Agreement**

This Agreement contains the entire agreement of the parties. This Agreement shall terminate and supersede any prior written or oral agreements or understandings between the parties regarding the subject matter of this Agreement.

23. **Acknowledgment**

Attorney acknowledges that Attorney has read this Agreement, has had an opportunity to consult with an attorney regarding its terms, fully understands the meaning and significance of such terms, and accepts and signs this Agreement as her own free act and in full and complete understanding of its present and future legal effect.

By signing below, each of the parties enters into this Agreement as of the date below.

CITY OF OREGON CITY

By: _____

Printed Name: Anthony Konkol
Title: City Manager

Date: 3-4-24

Address: 625 Center Street
Oregon City, OR 97045

By: _____
Matt Zook, Finance Director

Date: 2/28/24

ATTORNEY

By: _____

Printed Name: Leanna Erickson

Federal Taxpayer ID #: 93-3893857

Date: 2/22/2024

CITY OF OREGON CITY

Amendment No. 1 to Professional Services Agreement

This is an Amendment to the Personal Services Agreement by and between the City of Oregon City (hereinafter called "City"), and Leanna Erickson (hereinafter called "Attorney,") which was previously entered into on **April 1, 2024** ("Contract") for Legal Assistance to indigent defendants charged with criminal misdemeanors in the Oregon City Municipal Court and

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

WITNESSETH:

1. The **Scope of Services** is hereby amended as follows:
   No Changes

2. The **Term of Agreement** is hereby amended as follows:
   July 1, 2025 to June 30, 2027

3. The **Compensation Provisions** is hereby amended as follows:
   Payment for the services rendered by Attorney will be at the rate of $2,140 per month, paid out of the City's budget for indigent defense with approval of the City's Accounts Payable Department.

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

CITY OF OREGON CITY		**ATTORNEY**	
By:	_____	By:	_____
Name:	Anthony J. Konkol, III	Name:	Leanna Erickson
Title:	City Manager	Title:	_____
DATED:	_____, 20	DATED:	_____, 20
By:	_____		
Name:	Matt Zook	ORIGINAL CITY COMMISSION APPROVAL IF APPLICABLE:	

Title: Finance Director

Original Contract within City Manager Authority

DATED: _____, 20____

APPROVED AS TO LEGAL SUFFICIENCY:

By: _____
City Attorney

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Matt Zook, Finance Director		

SUBJECT:
Item 7.i. - Contract Amendment No. 1 for Defense Attorney Autumn Gillispie

STAFF RECOMMENDATION:

Approval of Amendment No. 1 to Professional Services Agreement with Autumn Gillispie for Legal Assistance to Indigent Defendants

EXECUTIVE SUMMARY:

Legal service provided by attorneys to indigent defendants is a vital part of the justice system. The City of Oregon City publicly solicited for attorneys to serve in this role in Spring 2023. Ms. Erickson was selected to serve from July 1, 2023 through June 30, 2025. The original contract was within the City Manager authority to sign. Amendment No. 1 takes this contract above $50,000, which requires City Commission approval. Ms. Gillispie and the City mutually agree to extend this contract through Amendment No. 1.

BACKGROUND:

OPTIONS:

1. Approve Contract Amendment No. 1 for Defense Attorney Autumn Gillispie.
2. Approve Contract Amendment No. 1 for Defense Attorney Autumn Gillispie with Amendments.
3. Deny Contract Amendment No. 1 for Defense Attorney Autumn Gillispie and provide further direction.

BUDGET IMPACT:

Amount	$51,360 for two years
Fiscal Year(s):	2025-26 and 2026-27
Funding Source(s):	General Fund as reflected in the 2025-27 Adopted Biennial Budget

Point of Contact: Court Manager
Term of Contract: 7/1/23 – 7/1/25

CITY OF OREGON CITY

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement is entered into between Autumn Steele Gillispie (hereinafter, "Attorney") and the City of Oregon City ("the City") for the limited purpose of retaining Attorney to provide legal assistance to indigent defendants charged with criminal misdemeanors in The Oregon City Municipal Court.

AGREEMENT:

In consideration of the mutual promises contained below, the parties agree as follows:

1. Independent Contractor

Attorney has been engaged by the City to provide certain limited services to the City which shall be referred to in this Agreement as the "Services." The parties recognize and agree that Attorney is acting as an independent contractor, and not as an agent or employee of the City. As an independent contractor, Attorney is not eligible for, and shall not participate in, workers' compensation, retirement, insurance or other benefits afforded to employees of the City. Attorney waives any and all rights that Attorney might have under the City's welfare, pension, profit-sharing or other benefit plans.

The City shall not withhold or pay any federal, state or local income or payroll tax of any kind on behalf of Attorney. Attorney acknowledges and agrees that she is solely responsible for the payment of any income or other taxes related to the Agreement, and indemnifies and holds the City harmless for its failure to withhold or pay such income or payroll taxes.

Nothing in this Agreement shall create any partnership, joint venture, employment relationship or similar relationship between Attorney and the City. Attorney will not represent that she is the City's employee or agent nor enter into any agreement on the City's behalf. Neither party can be bound by the other to any contract, arrangement or understanding except with that party's prior written consent.

In the event that Attorney is found by a court of law or any administrative agency to be an employee of City for any purpose, City shall be entitled to offset compensation due, or to demand repayment of any amounts paid to Attorney under the terms of this Agreement, to the full extent of any benefits or other remuneration Attorney receives (from City or third party) as a result of said finding and to the full extent of any payments that City is required to make (to Attorney or to a third party) as a result of said finding.

2. The Services

Attorney will perform legal defense services for indigent defendants appointed to Attorney by the Oregon City Municipal Judge. Attorney will provide all equipment and supplies reasonably necessary to perform services. Attorney will perform the Services in a professional manner, and Attorney is responsible for any deficiencies in his work product or Services. Subject to the conditions of this Agreement, Attorney will retain control over the manner in which he performs the Services. Attorney will not subcontract any Services and will personally perform all Services.

3. Compensation

Payment for the services rendered by Attorney will be at the rate of $2080 per month, paid out of the City's budget for indigent defense with approval of the City's Accounts Payable Department.

4. Term

The term of this Agreement, unless otherwise terminated pursuant to the terms of this Agreement, shall commence from July 1, 2023 to July 1, 2025. This term may be extended by mutual written agreement of the parties for an additional 2-year term.

5. Termination

Either party may terminate this Agreement without cause by providing the other party with 30 days' prior written notice at the address listed below the party's signature line at the end of this Agreement. Upon receipt of notice from the City, Attorney may, at his option, decline to accept any additional new cases and so notify the City immediately in writing.

6. No Fringe Benefits

As an independent contractor, Attorney is not eligible for, and shall not participate in, workers' compensation, retirement, insurance or other benefits afforded to employees of the City. Attorney waives any and all rights that Attorney might have under the City's welfare, pension, profit-sharing or other benefit plans.

7. Expenses

The City shall not be responsible for any expenses paid or incurred by Attorney unless otherwise agreed in advance in writing.

8. Federal, State and Local Taxes

The City shall not withhold or pay any federal, state or local income or payroll tax of any kind on behalf of Attorney. Attorney acknowledges and agrees that Attorney is solely responsible for the payment of any income or other taxes related to the Agreement, and indemnifies and holds the City harmless for its failure to withhold or pay such income or payroll taxes.

9. Compliance with Laws

Attorney will (a) comply with all federal, state and local laws, ordinances, regulations and orders with respect to performance of the Services, (b) file all reports relating to the Services (including, without limitation, tax returns), (c) pay all filing fees and federal, state and local taxes applicable to Attorney's business as the same shall become due, and (d) pay all amounts when due required under local, state and federal law related to Attorney's business, including, but not limited to, workers' compensation coverage, unemployment insurance and any other required employee benefits.

10. Disclaimer

The City disclaims any responsibility for the safety of Attorney's workplace, and Attorney agrees to solely assume the risk of, and indemnify the City for, any injury or damage to persons or property arising out of or related to the Services contemplated under this Agreement.

11. Insurance; Risk of Loss

Attorney will maintain insurance policies (including, without limitation, professional liability insurance and statutory workers' compensation insurance) that are sufficient to protect Attorney's business against all applicable risks. Attorney will be liable for all loss or damage, other than ordinary wear and tear, to the City's property in Attorney's possession or control. In the event of any such loss or damage, Attorney will pay the City the full current replacement cost of such equipment or property within 30 days after its loss or damage.

12. No Conflicting Obligations

Attorney warrants and represents that (a) Attorney will not, in performing the Services, make use of information which is the property of and/or confidential to any employer or other person or entity for whom Attorney has performed services, and (b) Attorney is not currently subject to any restriction which would prevent or limit Attorney from carrying out the Services for the City.

13. Business Opportunities

Attorney agrees not to take advantage of or divert any actual or potential business opportunity of the City of which he became aware during the course of his engagement for the gain, profit or benefit of himself or any other person.

14. Protection of City Property

All records, files, manuals, client lists, forms, materials, supplies, computer programs, and other information or materials furnished to Attorney by the City, used on its behalf, or generated or obtained during the course of providing the Services are the property of the City (collectively "City Property"). Attorney will use City Property for the sole use and benefit of the City and will take all reasonable precautions to safely secure and preserve such property. Attorney, except as necessary for the benefit of the City and to provide the Services, agrees not to make or cause to be made any copies, duplicates or other reproductions, or abstracts or summaries, of any

of the City's Property. Upon termination of this Agreement, and at any other time upon the City's request, Attorney will immediately deliver to the City or its authorized representative, all of the City Property. Attorney shall retain no copies of any of the City Property.

15. **Indemnification**

Attorney will indemnify, defend and hold the City (and the City's agents and contractors) harmless from all claims, damages, losses, and expenses (including attorneys' fees) arising out of or resulting from any claim, action or other proceeding (including any proceeding by any of Attorney's employees, agents or other contractors) that is based upon (a) Attorney's breach of this Agreement, (b) a claim that Attorney is not an independent contractor or (c) any negligent act or omission of Attorney.

16. **Assignment**

The contractual obligations of Attorney are personal and neither the rights nor obligations under this Agreement may be assigned or transferred by Attorney to any other person without the City's prior written consent.

17. **Waiver**

Failure to insist upon strict compliance with any term or condition of this Agreement shall not constitute a waiver of such term or condition, nor shall any waiver or relinquishment of any right or power under this Agreement at any one or more times be deemed a waiver or relinquishment of such right or power at any other time.

18. **Amendment**

No waiver, amendment or modification of this Agreement or any portion thereof, including any future representations that are inconsistent with the terms set forth herein, shall be valid unless made in writing and duly executed by each party hereto.

19. **Applicable Law/Venue/Jurisdiction**

This Agreement shall be governed by, and construed and enforced in accordance with, the substantive and procedural laws of the State of Oregon without regard to rules governing conflicts of law applicable to contracts made and to be carried out in Oregon.

20. **Compliance with ORS 670.600**

Attorney warrants that he understands and agrees that:

(1) The City will not control the means or manner of how Attorney will provide the labor or services, other than specifying the desired results;

(2) Attorney is responsible for obtaining all assumed business registrations or professional occupation licenses required by state law or local government ordinances for Attorney to conduct the business;

(3) If licensure is required under ORS chapter 671 or 701, Attorney will ensure that he is licensed;

(4) Attorney is customarily engaged in an independently established business (that is, Attorney meets 3 out of the 5 requirements below):

(a) Maintains a business location that is separate from the business or work location of the City, or that is in a portion of the Attorney's residence that is used primarily for business.

(b) Bears the risk of loss related to the business or the provision of services as shown by factors such as:

(A) The person enters into fixed-price contracts;

(B) The person is required to correct defective work;

(C) The person warrants the services provided; or

(D) The person negotiates indemnification agreements or purchases liability insurance, performance bonds or errors and omissions insurance.

(c) Provides contracted services for two or more different persons within a 12-month period, or routinely engages in business advertising, solicitation or other marketing efforts reasonably calculated to obtain new contracts to provide similar services.

(d) Makes a significant investment in Attorney's business through means such as purchasing tools or equipment necessary to provide the services; paying for the premises or facilities where the services are provided; or paying for licenses, certificates or specialized training required to provide the services.

(e) Has the authority to hire and fire other persons to provide or to assist in providing the services and has the authority to fire those persons.

21. **Severability**

If any clause or provision in this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, that clause or provision shall be void and the remainder of this Agreement shall remain in full force and effect.

22. **Entire Agreement**

This Agreement contains the entire agreement of the parties. This Agreement shall terminate and supersede any prior written or oral agreements or understandings between the parties regarding the subject matter of this Agreement.

23. **Acknowledgment**

Attorney acknowledges that Attorney has read this Agreement, has had an opportunity to consult with an attorney regarding its terms, fully understands the meaning and significance of such terms, and accepts and signs this Agreement as her own free act and in full and complete understanding of its present and future legal effect.

By signing below, each of the parties enters into this Agreement as of the date below.

CITY OF OREGON CITY

By: Anthony Konkol

Printed Name: Anthony Konkol
Title: City Manager

Date: June 28, 2023

Address: 625 Center Street
Oregon City, OR 97045

By: Matt Zook
Matt Zook, Finance Director

Date: July 3, 2023

ATTORNEY

By: _____

Printed Name: Autumn Steele Gillispie

Federal Taxpayer ID #: 624-56-1083

Date: 6/23/23

CITY OF OREGON CITY

Amendment No. 1 to Professional Services Agreement

This is an Amendment to the Personal Services Agreement by and between the City of Oregon City (hereinafter called “City”), and Autumn Steele Gillispie (hereinafter called "Attorney,") which was previously entered into on **July 1, 2023** (“Contract”) for Legal Assistance to indigent defendants charged with criminal misdemeanors in the Oregon City Municipal Court and

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

WITNESSETH:

1. The **Scope of Services** is hereby amended as follows:
   No Changes

2. The **Term of Agreement** is hereby amended as follows:
   July 1, 2025 to June 30, 2027

3. The **Compensation Provisions** is hereby amended as follows:
   Payment for the services rendered by Attorney will be at the rate of $2,140 per month, paid out of the City’s budget for indigent defense with approval of the City’s Accounts Payable Department.

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

CITY OF OREGON CITY		**ATTORNEY**	
By:	_____	By:	_____
Name:	Anthony J. Konkol, III	Name:	Autumn Steele Gillispie
Title:	City Manager	Title:	_____
DATED:	_____, 20	DATED:	_____, 20
By:	_____		
Name:	Matt Zook	ORIGINAL CITY COMMISSION APPROVAL IF APPLICABLE:	

Title: Finance Director

Original Contract within City Manager Authority

DATED: _____, 20____

APPROVED AS TO LEGAL SUFFICIENCY:

By: _____
City Attorney

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Matt Zook, Finance Director		

SUBJECT:
Item 7.j. - Contract Amendment No. 3 for Defense Attorney Lance Quaranto

STAFF RECOMMENDATION:
Approval of Amendment No. 3 to Professional Services Agreement with Lance Quaranto for Legal Assistance to Indigent Defendants

EXECUTIVE SUMMARY:
Legal service provided by attorneys to indigent defendants is a vital part of the justice system. The City of Oreogn City publicly solicited for attorneys to serve in this role in Spring 2023. Mr. Quaranto was selected to serve from July 1, 2023 through June 30, 2025. The original contract was within the City Manager authority to sign. Amendment No. 1 was executed by staff for the period of November 1 to 30, 2023 to allow additional pay while Mr. Quaranto carried the load of a vacant defense attorney position (the Municipal Court maintains three defense attorneys for normal operations). Amendment No. 2 was executed by staff for the period of February 1 to March 31, 2024 to allow for extra pay, again to carry the load of a vacant defense attorney position. Amendment No. 3, as presented here, is to extend this contract through June 30, 2027. Mr. Quaranto and the City mutually agree to extend this contract through Amendment No. 3.

BACKGROUND:

OPTIONS:
1. Approve Contract Amendment No. 3 for Defense Attorney Lance Quaranto.
2. Approve Contract Amendment No. 3 for Defense Attorney Lance Quaranto with Amendments.
3. Deny Contract Amendment No. 3 for Defense Attorney Lance Quaranto and provide further direction.

BUDGET IMPACT:

Amount	$51,360 for two years
Fiscal Year(s):	20025-26 and 2026-27
Funding Source(s):	General Fund as reflected in the 2025-27 Adopted Biennial Budget

Point of Contact: Court Manager
Term of Contract: 7/1/23 – 7/1/25

CITY OF OREGON CITY

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement is entered into between Lance Quaranto (hereinafter, "Attorney") and the City of Oregon City ("the City") for the limited purpose of retaining Attorney to provide legal assistance to indigent defendants charged with criminal misdemeanors in The Oregon City Municipal Court.

AGREEMENT:

In consideration of the mutual promises contained below, the parties agree as follows:

1. **Independent Contractor**

Attorney has been engaged by the City to provide certain limited services to the City which shall be referred to in this Agreement as the "Services." The parties recognize and agree that Attorney is acting as an independent contractor, and not as an agent or employee of the City. As an independent contractor, Attorney is not eligible for, and shall not participate in, workers' compensation, retirement, insurance or other benefits afforded to employees of the City. Attorney waives any and all rights that Attorney might have under the City's welfare, pension, profit-sharing or other benefit plans.

The City shall not withhold or pay any federal, state or local income or payroll tax of any kind on behalf of Attorney. Attorney acknowledges and agrees that he is solely responsible for the payment of any income or other taxes related to the Agreement, and indemnifies and holds the City harmless for its failure to withhold or pay such income or payroll taxes.

Nothing in this Agreement shall create any partnership, joint venture, employment relationship or similar relationship between Attorney and the City. Attorney will not represent that he is the City's employee or agent nor enter into any agreement on the City's behalf. Neither party can be bound by the other to any contract, arrangement or understanding except with that party's prior written consent.

In the event that Attorney is found by a court of law or any administrative agency to be an employee of City for any purpose, City shall be entitled to offset compensation due, or to demand repayment of any amounts paid to Attorney under the terms of this Agreement, to the full extent of any benefits or other remuneration Attorney receives (from City or third party) as a result of said finding and to the full extent of any payments that City is required to make (to Attorney or to a third party) as a result of said finding.

2. The Services

Attorney will perform legal defense services for indigent defendants appointed to Attorney by the Oregon City Municipal Judge. Attorney will provide all equipment and supplies reasonably necessary to perform services. Attorney will perform the Services in a professional manner, and Attorney is responsible for any deficiencies in his work product or Services. Subject to the conditions of this Agreement, Attorney will retain control over the manner in which he performs the Services. Attorney will not subcontract any Services and will personally perform all Services.

3. Compensation

Payment for the services rendered by Attorney will be at the rate of $2080 per month, paid out of the City's budget for indigent defense with approval of the City's Accounts Payable Department.

4. Term

The term of this Agreement, unless otherwise terminated pursuant to the terms of this Agreement, shall commence from July 1, 2023 to July 1, 2025. This term may be extended by mutual written agreement of the parties for up to two 2- year terms. After which he may re-apply.

5. Termination

Either party may terminate this Agreement without cause by providing the other party with 30 days' prior written notice at the address listed below the party's signature line at the end of this Agreement. Upon receipt of notice from the City, Attorney may, at his option, decline to accept any additional new cases and so notify the City immediately in writing.

6. No Fringe Benefits

As an independent contractor, Attorney is not eligible for, and shall not participate in, workers' compensation, retirement, insurance or other benefits afforded to employees of the City. Attorney waives any and all rights that Attorney might have under the City's welfare, pension, profit-sharing or other benefit plans.

7. Expenses

The City shall not be responsible for any expenses paid or incurred by Attorney unless otherwise agreed in advance in writing.

8. Federal, State and Local Taxes

The City shall not withhold or pay any federal, state or local income or payroll tax of any kind on behalf of Attorney. Attorney acknowledges and agrees that Attorney is solely responsible for the payment of any income or other taxes related to the Agreement, and indemnifies and holds the City harmless for its failure to withhold or pay such income or payroll taxes.

9. Compliance With Laws

Attorney will (a) comply with all federal, state and local laws, ordinances, regulations and orders with respect to performance of the Services, (b) file all reports relating to the Services (including, without limitation, tax returns), (c) pay all filing fees and federal, state and local taxes applicable to Attorney's business as the same shall become due, and (d) pay all amounts when due required under local, state and federal law related to Attorney's business, including, but not limited to, workers' compensation coverage, unemployment insurance and any other required employee benefits.

10. Disclaimer

The City disclaims any responsibility for the safety of Attorney's workplace, and Attorney agrees to solely assume the risk of, and indemnify the City for, any injury or damage to persons or property arising out of or related to the Services contemplated under this Agreement.

11. Insurance; Risk of Loss

Attorney will maintain insurance policies (including, without limitation, professional liability insurance and statutory workers' compensation insurance) that are sufficient to protect Attorney's business against all applicable risks. Attorney will be liable for all loss or damage, other than ordinary wear and tear, to the City's property in Attorney's possession or control. In the event of any such loss or damage, Attorney will pay the City the full current replacement cost of such equipment or property within 30 days after its loss or damage.

12. No Conflicting Obligations

Attorney warrants and represents that (a) Attorney will not, in performing the Services, make use of information which is the property of and/or confidential to any employer or other person or entity for whom Attorney has performed services, and (b) Attorney is not currently subject to any restriction which would prevent or limit Attorney from carrying out the Services for the City.

13. Business Opportunities

Attorney agrees not to take advantage of or divert any actual or potential business opportunity of the City of which he became aware during the course of his engagement for the gain, profit or benefit of himself or any other person.

14. Protection of City Property

All records, files, manuals, client lists, forms, materials, supplies, computer programs, and other information or materials furnished to Attorney by the City, used on its behalf, or generated or obtained during the course of providing the Services are the property of the City (collectively "City Property"). Attorney will use City Property for the sole use and benefit of the City and will take all reasonable precautions to safely secure and preserve such property. Attorney, except as necessary for the benefit of the City and to provide the Services, agrees not to make or

cause to be made any copies, duplicates or other reproductions, or abstracts or summaries, of any of the City's Property. Upon termination of this Agreement, and at any other time upon the City's request, Attorney will immediately deliver to the City or its authorized representative, all of the City Property. Attorney shall retain no copies of any of the City Property.

15. **Indemnification**

Attorney will indemnify, defend and hold the City (and the City's agents and contractors) harmless from all claims, damages, losses, and expenses (including attorneys' fees) arising out of or resulting from any claim, action or other proceeding (including any proceeding by any of Attorney's employees, agents or other contractors) that is based upon (a) Attorney's breach of this Agreement, (b) a claim that Attorney is not an independent contractor or (c) any negligent act or omission of Attorney.

16. **Assignment**

The contractual obligations of Attorney are personal and neither the rights nor obligations under this Agreement may be assigned or transferred by Attorney to any other person without the City's prior written consent.

17. **Waiver**

Failure to insist upon strict compliance with any term or condition of this Agreement shall not constitute a waiver of such term or condition, nor shall any waiver or relinquishment of any right or power under this Agreement at any one or more times be deemed a waiver or relinquishment of such right or power at any other time.

18. **Amendment**

No waiver, amendment or modification of this Agreement or any portion thereof, including any future representations that are inconsistent with the terms set forth herein, shall be valid unless made in writing and duly executed by each party hereto.

19. **Applicable Law/Venue/Jurisdiction**

This Agreement shall be governed by, and construed and enforced in accordance with, the substantive and procedural laws of the State of Oregon without regard to rules governing conflicts of law applicable to contracts made and to be carried out in Oregon.

20. **Compliance with ORS 670.600**

Attorney warrants that he understands and agrees that:

(1) The City will not control the means or manner of how Attorney will provide the labor or services, other than specifying the desired results;

(2) Attorney is responsible for obtaining all assumed business registrations or professional occupation licenses required by state law or local government ordinances for Attorney to conduct the business;

(3) If licensure is required under ORS chapter 671 or 701, Attorney will ensure that he is licensed;

(4) Attorney is customarily engaged in an independently established business (that is, Attorney meets 3 out of the 5 requirements below):

(a) Maintains a business location that is separate from the business or work location of the City, or that is in a portion of the Attorney's residence that is used primarily for business.

(b) Bears the risk of loss related to the business or the provision of services as shown by factors such as:

(A) The person enters into fixed-price contracts;

(B) The person is required to correct defective work;

(C) The person warrants the services provided; or

(D) The person negotiates indemnification agreements or purchases liability insurance, performance bonds or errors and omissions insurance.

(c) Provides contracted services for two or more different persons within a 12-month period, or routinely engages in business advertising, solicitation or other marketing efforts reasonably calculated to obtain new contracts to provide similar services.

(d) Makes a significant investment in Attorney's business through means such as purchasing tools or equipment necessary to provide the services; paying for the premises or facilities where the services are provided; or paying for licenses, certificates or specialized training required to provide the services.

(e) Has the authority to hire and fire other persons to provide or to assist in providing the services and has the authority to fire those persons.

21. **Severability**

If any clause or provision in this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, that clause or provision shall be void and the remainder of this Agreement shall remain in full force and effect.

22. Entire Agreement

This Agreement contains the entire agreement of the parties. This Agreement shall terminate and supersede any prior written or oral agreements or understandings between the parties regarding the subject matter of this Agreement.

23. Acknowledgment

Attorney acknowledges that Attorney has read this Agreement, has had an opportunity to consult with an attorney regarding its terms, fully understands the meaning and significance of such terms, and accepts and signs this Agreement as his own free act and in full and complete understanding of its present and future legal effect.

By signing below, each of the parties enters into this Agreement as of the date below.

CITY OF OREGON CITY

By: Anthony Konkol

Printed Name: Anthony Konkol
Title: City Manager

Date: June 28, 2023

Address: 625 Center Street
Oregon City, OR 97045

By: Matt Zook
Matt Zook, Finance Director

Date: July 3, 2023

ATTORNEY

By: _____

Printed Name: Lance Quaranto

Federal Taxpayer ID #: 92-3791473

Date: _____

Point of Contract: Municipal Court Manager
Term of Contract: 7/1/23 to 6/30/25

FIRST AMENDMENT TO PERSONAL SERVICES AGREEMENT

THIS AMENDMENT TO THE PERSONAL SERVICES AGREEMENT is entered into this 31st day of October 2023 between CITY OF OREGON CITY ("City") and Contract Defense Attorney for City of Oregon City Municipal Court, Lance Quarranto to change the rate of pay until Lucy Heil returns from personal leave. Lucy has stated she will be on leave for the month of November.

RECITALS

A. City and Defense Attorney entered into a personal services agreement dated July1, 2023 to provide legal representation for indigent defendants through July 1, 2025.

B. Section 3 of the Agreement states that the City shall compensate the attorney at a rate of $2080.00 per month.

C. City and Defense Attorney desire to amend the Agreement under the terms and conditions set forth below.

AGREEMENT

1. Term: The term of this Agreement, unless an extension is pursuant to provisions set forth in the agreement, shall be from November 1, 2023 to November 30, 2023 but may be extended mutually should a need arise.

2. Compensation: The City recognizes a leave of absence is needed for one of the three defense attorney's causing a significant increase in workload for the current contract defense attorney and the pay should be adjusted to $4160 for the month of November for taking on the work load for third attorney.

3. Full Force and Effect: Except as provided herein, all other terms and conditions of the Agreement shall remain in Full Force and Effect.

DATED as of the first day written above.

Contract Attorney	CITY OF OREGON CITY
Lance Quarranto	Wanda Shell
By: _____	By: _____
Title: Attorney	Title: Municipal Court Manager
DATED: November 14, 2023.	DATED: 11/14, 2023.

Point of Contract: Municipal Court Manager
Term of Contract: 2/1/23 to 6/30/25

FIRST AMENDMENT TO PERSONAL SERVICES AGREEMENT

THIS AMENDMENT TO THE PERSONAL SERVICES AGREEMENT is entered into this 23rd day of January 2024 between CITY OF OREGON CITY ("City") and Contract Defense Attorney for City of Oregon City Municipal Court, Lance Quarranto to change the rate of pay for two months or a replacement for Lucy Heil is contracted or other arrangement is made. Lucys last day is January 31, 2024.

RECITALS

A. City and Defense Attorney entered into a personal services agreement dated July1, 2023 to provide legal representation for indigent defendants through July 1, 2025.

B. Section 3 of the Agreement states that the City shall compensate the attorney at a rate of $2080.00 per month.

C. City and Defense Attorney desire to amend the Agreement under the terms and conditions set forth below.

AGREEMENT

1. Term: The term of this Agreement, unless an extension is pursuant to provisions set forth in the agreement, shall be from February 1, 2024 to March 31, 2024 but may be extended mutually should a need arise.

2. Compensation: The City recognizes a leave of absence is needed for one of the three defense attorney's causing a significant increase in workload for the current contract defense attorney and the pay should be adjusted to $4160 for the month starting February and March for taking on the work load for third attorney.

3. Full Force and Effect: Except as provided herein, all other terms and conditions of the Agreement shall remain in Full Force and Effect.

DATED as of the first day written above.

Contract Attorney	CITY OF OREGON CITY
Lance Quarranto	Wanda Shell
By: _____	By: _____
Title: Attorney	Title: Municipal Court Manager
DATED: Feb 9, 2024.	DATED: Jan. 23, 2024.

CITY OF OREGON CITY
CITY COMMISSION REGULAR MEETING
DRAFT MEETING MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, September 4, 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: 6 - City Manager Tony Konkol, Assistant City Manager Alex Rains, Assistant City Recorder Evan Lee, Police Captain David Edwins, Public Works Director Dayna Webb, Community Development Director Aquilla Hurd-Ravich

2. FLAG SALUTE

3. CEREMONIES AND PROCLAMATIONS

Mayor McGriff read the proclamation declaring September 8, 2024, as Star Trek Day.

4. PUBLIC COMMENTS

None

5. PRESENTATIONS

None

6. ADOPTION OF THE AGENDA

The agenda was adopted as presented.

7. CONSENT AGENDA

Motion by Commissioner Mitchell, seconded by Commissioner Smith, to approve the consent agenda. The motion carried by the following vote:

YES: Commissioner Mitchell, Commissioner Marl, Mayor McGriff, Commissioner O'Donnell, and Commissioner Smith
NO: None

7.a. Resolution No. 24-24, Authorizing the Nomination of the Oregon City McLoughlin Boulevard Multi-Modal and Transit Improvements Project for the 2028-2030 Regional Flexible Fund Allocation Program – Step 1A.1 New Project Bond Program

8. PUBLIC HEARINGS

8.a. Second Reading of ORD 24-1007 for GLUA-24-00004: AN-24-0001: Annexation and ZC-24-0001: Zone Change,14389 and 14421 Maplelane Road

Mayor McGriff opened the public hearing.

There was no staff report or public testimony.

Mayor McGriff closed the public hearing.

Motion by Commissioner Mitchell, seconded by Mayor McGriff, to approve the second reading and final adoption of Ordinance No. 24-1007 for GLUA-24-00004: AN-24-0001: Annexation and ZC- 24-0001: Zone Change,14389 and 14421 Maplelane Road. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner Marl, Commissioner Mitchell

NO: Commissioner O'Donnell and Mayor McGriff

9. GENERAL BUSINESS

9.a. Park Place Concept Plan Zoning Code Amendments – Legal Issues

Aquila Hurd-Ravich, Community Development Director, said that the discussion in this meeting would center on the new land use paradigm they were in compared to when the Park Place Concept Plan was adopted. The City Attorney had presented a legal issues memo to the City Commission at their August 13th work session. The same memo was presented to the Planning Commission, who reviewed it and raised questions.

Carrie Richter, City Attorney, recapped the key issues raised in the memo and the questions from the Planning Commission. The key issues pertained to the constraints and opportunities for the construction of Holly Lane and Swan Avenue, limitations on the City's ability to regulate housing, provision of parkland, protecting the neighborhood commercial zone, and onsite stormwater treatment. She asked for questions from the Commission.

There were questions and discussion about the timing of exactions and when improvements were required to be made. Mrs. Richter said that the timing was established at the time of the development application and was based on existing standards. The city could not exact payment from developers for standards that did not exist in the city code. The city did not have development standards requiring street connections to multiple arterials or collectors. The city also did not have standards for how much traffic a local road could take.

There was more discussion about trip caps, north/south connection from Holcomb to Redland, system failures that were not in a master plan, collection of SDCs for projects, strengthening the code to address proportionality, reimbursing public investments through a local improvement district or developer investment with a reimbursement district, state and federal funding to build infrastructure for housing such as the Holly Lane extension, moratoriums until the transportation infrastructure was in place, lack of local street capacity regulations, evacuation standards, using street standards to control volume and speed on local streets, applying for an exemption process under SB 1573, protecting and incentivizing the neighborhood commercial zone, getting the Holly Lane extension on the County's Transportation System Plan, four acres per 1,000 people as the park space standard applied City-wide, constraining uses in the Park Place Concept Plan neighborhood commercial area, and timeline.

The Commission confirmed the direction to pursue traffic calming and asked how peer cities were using local street policies. Traffic calming would be a separate process from the code changes coming up from the Planning Commission. There was consensus for staff to apply for the exemption process under SB 1573, adding the Holly Lane extension to the County's Transportation System Plan, and for commercial uses to be allowed in certain designated areas.

10. COMMUNICATIONS

City Manager –

None

Commissioners –

Commissioner Mitchell said the Metro UGB process would be recommending only one expansion, the Sherwood West area.

Commissioner Marl asked about the PGE roundabout. Mr. Konkol said they had identified a solution and were in the process of identifying how much each entity would pay, with PGE paying a significant share. He did not know if there was another roadway option for PGE to use to get to this facility.

Commissioner Smith announced the Oregon City Pride Festival on Saturday, Homecoming Parade on October 4, and 150th Anniversary Celebration of the Oregon City School District on October 5.

Commissioner Mitchell said there was a September 11 memorial at the Arch Bridge.

Commissioner O'Donnell reported on the Willamette Falls Locks meeting where they discussed the locks and its relationship with the Jon Storm Dock.

Mayor

a. Mayoral Appointments to the Natural Resources Committee

Mayor McGriff appointed Monica Stone and Dakota Hufford to the Natural Resources Committee, for terms ending December 31, 2026.

11. ADJOURNMENT

Mayor McGriff adjourned the meeting at 9:01 P.M..

Respectfully submitted,

_____

Jakob S. Wiley, City Recorder
Date Approved: _____

CITY OF OREGON CITY
CITY COMMISSION REGULAR MEETING
REVISED
DRAFT MEETING MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, September 18, 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: 4 -	*Commissioner Adam Marl, Commissioner Mike Mitchell, Commissioner Rocky Smith, Mayor Denyse McGriff*
Excused: 1	*Commissioner Frank O'Donnell*
STAFFERS: 6 -	*City Manager Tony Konkol, Assistant City Manager Alex Rains, City Recorder Jakob Wiley, Police Chief Shaun Davis, Communications Manager Jarrod Lyman, Deputy Parks and Recreation Director Thomas Kissinger*

2. FLAG SALUTE

3. CEREMONIES AND PROCLAMATIONS

3.a. Hispanic Heritage Month Proclamation

Mayor McGriff read the proclamation declaring September 15 to October 15, 2024, as Hispanic Heritage Month.

3.b. Atkinson Memorial Congregational Church Centennial Proclamation

Mayor McGriff read the proclamation declaring September 21, 2024, as Atkinson Memorial Congregational Church Centennial Day.

4. PUBLIC COMMENTS

Jackie Hammond-Williams, resident of Oregon City, requested that the City Commission create a separate retirement fund for retired K-9 units from the Police Department. Mayor McGriff asked to add this to a future Work Session agenda for further discussion.

Claire Met, resident of Oregon City, submitted a folder of petitions in support of the establishment of a retirement fund for K-9 units.

Bob La Salle, resident of Oregon City, introduced Linda Baysinger and noted he had helped write the letter she was about to read after Mrs. Hammond-Williams had presented to the Citizen Involvement Committee (CIC) about the retirement fund for K-9 units.

Linda Baysinger, Chair of the CIC, read a letter of support for the K-9 retirement fund from the CIC.

Paul Edgar, resident of Oregon City, provided comments about homeless camps near the PGE substation. The camp was large and included a generator. He voiced concerns about how it affected the community and students in Oregon City.

5. PRESENTATIONS

5a. Oregon City School District Bond Proposal

Dr. Dayle Spitzer, School District Superintendent, and Katie Wilson, Chair of the School Board, shared information about the proposed school bond measure on the November 2024 ballot. They explained recent bond history for the high school and middle schools, current challenges with the elementary school buildings, and long-range capital planning. They showed a video highlighting the need for updates and repairs to the elementary schools. If the bond passed, the district would receive a $6 million matching grant from the state. They then described what the proposed measure would fund and what it would cost taxpayers. They compared Oregon City taxes to other local districts, gave an overview of the schools, and talked about community support.

There was discussion regarding need for the improvements, having a City Commissioner should sit on the oversight committee, and tax comparison.

6. ADOPTION OF THE AGENDA

Item 7b was pulled from the consent agenda. The agenda was adopted as amended.

7. CONSENT AGENDA

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

YES: Commissioner Smith, Mayor McGriff, Commissioner Marl, Commissioner Mitchell NO: None

7.a. Resolution No. 24-25 Accepting the Right-of-Way of a Portion of Forsythe Road

7.b. Personal Services Agreement with Archaeological Investigations Northwest, Inc for Cultural Resource Management Services during the Clackamette Park Boat Ramp Design Phase

The Commission asked about the area covered by this work, changing the location of the boat ramp, possibility of not having a boat ramp, vetting alternatives with the Marine Board, need to update the hydrology study, and risks if this was delayed.

Motion by Commissioner Marl, seconded by Mayor McGriff, to approve the archeological investigation contract and to direct staff to continue looking at options with the Marine Board for the boat ramp along with the potential of not having a boat ramp. The motion carried by the following vote:

YES: Commissioner Smith, Mayor McGriff, Commissioner Marl
NO: Commissioner Mitchell

7.c. OLCC: Liquor License Application – New License Application, Retail On-Premises Sales and Consumption at this Location; Watershed Café & Bistro, LLC 812 Main Street, Oregon City

8. PUBLIC HEARINGS

None.

9. GENERAL BUSINESS

9.a. 2024 Community Survey

Jarrod Lyman, Communications Manager, said that city staff wanted Commission direction on wording of additional questions to be asked in the upcoming community survey. He said the city conducts a survey every two years to obtain resident feedback on the city's services. The questions remained the same for comparison data, although they had the opportunity to ask a limited number of questions to focus on a timely issue. Due to previous discussions on the need to update the pool, he suggested adding a question about support for additional funding to construct a new pool facility.

There was discussion about adding a question that asked if respondents supported the city spending for a new pool facility and a question that broke down the types of funding people would support. It was suggested to add a question about support for the End of the Oregon Trail Center and what the priority would be between the pool and End of the Oregon Trail Interpretive Center (EOT).

There was consensus to add a question about support for additional funding such as taxes, fees, bond, or levy for the pool, EOT, both, or neither. The survey would go out in October and would be incorporated into the Commission Goal Setting for the new budget cycle.

10. COMMUNICATIONS

City Manager –

None.

Commissioners

Commissioner Marl said he and the Mayor met with the School Board Chair and Vice Chair and Superintendent on collaboration and reducing redundancies. He mentioned a Joint Committee on Transportation hearing on tolling on September 26.

Commissioner Mitchell reported on the C4 Metro meeting on regional flexible funds allocation for 2028-2030. Oregon City had some transit related projects on the list and design work for the McLoughlin Blvd pedestrian access project phase 3.

Mayor

Mayor McGriff said William Gifford expressed support for the school bond. She read from his list of things that happened in 1924. She had attended the League of Oregon Cities president's regional meeting where maintaining fiscal health and stable revenue sources was discussed. There was a Public Safety Forum on Saturday and Converse Day on Sunday.

ADJOURNMENT

Mayor McGriff adjourned the meeting at .8:36 P.M.

Respectfully submitted,

_____

Jakob S. Wiley, City Recorder
Date Approved:

CITY OF OREGON CITY

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

Staff Report

To: City Commission **Agenda Date:** June 18, 2025
From:

SUBJECT:
Item 7.m. - Minutes of the October 02, 2024 City Commission Meeting

STAFF RECOMMENDATION:

EXECUTIVE SUMMARY:

BACKGROUND:

OPTIONS:
1. Approve Minutes of the October 02, 2024 City Commission Meeting.
2. Approve Minutes of the October 02, 2024 City Commission Meeting with Amendments.
3. Deny Minutes of the October 02, 2024 City Commission Meeting and provide further direction.

BUDGET IMPACT:
Amount $
Fiscal Year(s):
Funding Source(s):

CITY OF OREGON CITY
CITY COMMISSION REGULAR MEETING - 2ND REVISED DRAFT MEETING MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, October 2, 2024 at 7:00 PM

REGULAR MEETING OF THE CITY COMMISSION

1. CONVENE MEETING AND ROLL CALL

Mayor Denyse McGriff convened the meeting at 7:011 P.M.

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

STAFFERS: 6 - City Manager Tony Konkol, Assistant City Manager Alex Rains, City Recorder Jakob Wiley, Police Chief Shaun Davis, Public Works Director Dayna Webb, Finance Director Matt Zook

2. FLAG SALUTE

3. CEREMONIES AND PROCLAMATIONS

3.a. Oregon City - Tateshina Sister City Proclamation

Mayor McGriff read the proclamation declaring October 12-18, 2024, as Oregon City/Tateshina Sister City Friendship Week.

3.b. Domestic Violence Awareness Month Proclamation

Commissioner O'Donnell read the proclamation declaring October 2024 as Domestic Violence Awareness Month.

Erin Hinkleman, employee of the Clackamas County Sheriff's Office and Director of the Safe Place Family Justice Center, spoke about the need for everyone to stand together against domestic violence.

3.c. Indigenous Peoples' Day Proclamation

Mayor McGriff read the proclamation declaring October 14, 2024, as Indigenous Peoples' Day. There would be a celebration on October 13 at Clackamas Community College.

4. PUBLIC COMMENTS

Members from Scout Troop #5714 said they were attending the meeting for a Communications Badge requirement. They asked the Commission questions about their goals, positions, points of view on homelessness, fireworks policy, and ideas for bringing more jobs to the City.

William Gifford, resident of Oregon City, discussed the need for a policy on interruptions during neighborhood association meetings.

Marcus Gores, resident of Oregon City, spoke about the need for code language for short term rentals. Currently the use was not allowed except for Bed and Breakfast uses, which required the owner to be on site. He thought short term rentals should have a planning review and business license and renewal process.

5. PRESENTATIONS

5.a. Willamette Falls & Landings Heritage Area Coalition Presentation

Britta Mansfield, Willamette Falls & Landings Heritage Area Coalition, gave an update on the renovation of the West Linn historic city hall building into a regional cultural center and creating federal legislation for designation as a national heritage area.

6. ADOPTION OF THE AGENDA

The agenda was adopted as presented.

7. CONSENT AGENDA

Motion by Commissioner Smith, seconded by Commissioner Mitchell, to approve the consent agenda. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell
NO: None

7.a. OLCC: Liquor License Application – New License Application, Retail On-Premises Sales and Consumption at this Location; Thai Time Express

7.b. Professional services agreement (PSA) with Government Portfolio Advisors for Investment Advisory Services

7.c. Oregon Patrol Service Agreement

8. PUBLIC HEARINGS

9. GENERAL BUSINESS

9.a. Fireworks Discussion Follow-up

Shaun Davis, Police Chief, said the Commission discussed fireworks at a Work Session in September. They had asked for follow-up information from other jurisdictions about what they did and he shared the information he had collected from Milwaukie, Gladstone, Happy Valley, and Portland. He said that an ordinance could give the city a different enforcement mechanism and could empower code enforcement officers to handle some fireworks complaints. He then explained Oregon City's plan for staffing the 4th of July and overtime budget.

There was discussion regarding budgeting for police staff time, whether Fourth of July needed to be an explosives event, and modeling an ordinance after Happy Valley's.

Raymond Rendleman, resident of Oregon City, was in favor of passing an ordinance to ban fireworks.

There was further discussion regarding the need for a publicity effort, permit requirement for events, how there was not enough police staff for enforcement, clarity on what type of fireworks would be banned, getting more information from police officers, livability, and what would be allowed to be sold.

There was consensus for staff to draft an ordinance similar to Happy Valley's, banning aerial and explosives like M-80 types of fireworks with a fine attached for infractions.

10. COMMUNICATIONS

City Manager

Bill Kabeiseman, City Attorney, discussed a congregate living facility that might be coming to the City. He was researching what could and could not be done due to state and federal laws.

Commissioners

Commissioner Mitchell spoke about the I-205 project and the need for an audit of the Oregon Department of Transportation (ODOT).

Commissioner Smith said homecoming would be this weekend. This was the 150th anniversary of the School District. There would be a parade on Friday and celebration with a fireworks show on Saturday. He would be giving his annual library talk on the haunted history of Oregon City on October 15.

Commissioner O'Donnell announced the VFW Candidates Forum on October 11. There would be a meet and greet with candidates at Oregon City Brewing afterwards. Commissioner Mitchell noted there would be 30-minute candidate interviews on the Willamette Falls Media Channel.

Mayor

Mayor McGriff reported on the meeting of the Joint Legislative Committee on Transportation.

11. ADJOURNMENT

Mayor McGriff adjourned the meeting at 8:57 P.M.

Respectfully submitted,

_____

Jakob S. Wiley, City Recorder

Date Approved: _____

CITY OF OREGON CITY

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

Staff Report

To: City Commission **Agenda Date:** June 18, 2025
From: Scott Archer, Parks and Recreation Director
Thomas Kissinger, Assistant Parks and Recreation Director

SUBJECT:
Item 8.a. - Public Hearing to adopt a Resolution Modifying System Development Charges for Parks and Recreation Facilities

STAFF RECOMMENDATION:
Staff recommend approval of Resolution No. 25-19

EXECUTIVE SUMMARY:
Parks and Recreation contracted with Galardi Rothstein Group on July 6, 2023 to assist in revising our Parks System Development Charges (SDC) Methodology. The draft SDC tables were reviewed by City Commission in two work sessions - October 8, 2024 and February 11, 2025. Following the February 11, 2025 work session, City Commission directed staff to begin the adoption process for the revised Park SDC Methodology. A public hearing was scheduled for June 18, 2025. In accordance with Oregon Revised Statute, the public hearing was noticed 90 days in advance. A copy of the Parks System Development Charges methodology report was made available to the public 60-days in advance of the public hearing. The report was also shared and discussed with the Parks and Recreation Advisory Committee (PRAC) during their regularly scheduled meetings on February 27, 2025 and May 22, 2025. PRAC is in support of the revised Parks SDC Methodology.

BACKGROUND:
The methodology for Parks System Development Charges was last revised in 2000. City Commission set a 2023-2025 Commission Goal to update the Parks System Development Charges methodology in conjunction with the adoption of the recently revised Parks and Recreation Master Plan. Adoption of this resolution will provide Parks and Recreation with financial resources to achieve future development goals as outlined in the report.

OPTIONS:
1. Approve Resolution No. 25-19 Modifying System Development Charges for Parks and Recreation Facilities.
2. Approve Resolution No. 25-19 Modifying System Development Charges for Parks and Recreation Facilities with Amendments.
3. Deny Resolution No. 25-19 Modifying System Development Charges for Parks and Recreation Facilities and provide further direction.

BUDGET IMPACT:

Amount $
Fiscal Year(s):
Funding Source(s):

RESOLUTION NO. 25-19

A RESOLUTION MODIFYING SYSTEM DEVELOPMENT CHARGES FOR PARKS AND RECREATION FACILITIES

WHEREAS, future growth should contribute its fair share to the cost of improvements and additions to Parks and Recreation facilities that are required to accommodate the needs of such growth; and

WHEREAS, system development charges provide a source of revenue to fund the construction or improvement of Oregon City's facilities necessitated by growth; and

WHEREAS, ORS 223.297-223.314 adopted in 1989, authorizes local governments to impose system development charges; and

WHEREAS, Oregon City Code Chapter 13.20 provides for the imposition and modification of system development charges; and

WHEREAS, system development charges are fees for services because they are based upon a development's receipt of services considering the specific nature of the development; and

WHEREAS, system development charges are imposed on the activity of development, not on the land, owner, or property, and, therefore, are not taxes on property or on a property owner as a direct consequence of ownership of property within the meaning of Section 11b.

NOW, THEREFORE, OREGON CITY RESOLVES the City Commission of Oregon City hereby modifies the Parks and Recreation System Development Charges as outlined herein.

Section 1. This resolution shall take effect on October 31st, 2025 following its adoption by the City Commission.

Section 2. The City hereby adopts the report entitled "Parks System Development Charges" (dated April 16, 2025), and incorporates herein by this reference the assumptions, conclusions and findings in the report which refer to the determination of anticipated costs of capital improvements required to accommodate growth and the rates for the Parks and Recreation SDC for these capital improvements. This report is hereinafter referred to as "SDC Methodology Report."

Notwithstanding any other provision, the dollar amounts of the SDC set forth in the SDC Methodology Report shall on January 1st of each year be adjusted to account for changes in the costs of acquiring and constructing parks facilities. The adjustment factor shall be based on the change in average market value of undeveloped land in the City, according to the records of the County Tax Assessor, and the change in construction costs according to the Engineering News Record (ENR) Northwest (Seattle, Washington) Construction Cost Index; and shall be determined as follows:

	Change in Average Market Value x 0.50
+	Change in Construction Cost Index x 0.50
=	Parks System Development Charge Adjustment Factor

The Parks System Development Charge Adjustment Factor shall be used to adjust the Parks System Development Charge, unless it is otherwise adjusted by the City Commission based on adoption of an updated methodology.

An applicant may request an alternative SDC rate calculation if the Applicant believes that the impact on parks and recreation facilities resulting from the New Development is, or will be, less than that contemplated in the SDC Methodology Report and, for that reason, the Applicant's SDC should be lower than that calculated by the City.

If an Applicant believes that the assumptions for the class of structures that includes the New Development are not appropriate for the subject New Development, the Applicant must request an alternative SDC rate calculation, under this Section, no later than the time of application for a Building Permit for the New Development. Alternative SDC rate calculations for occupancy must be based on analysis of occupancy of classes of structures, not on the intended occupancy of a particular New Development. In support of the Alternative SDC Rate request, the Applicant must provide complete and detailed documentation, including verifiable data, analyzed and certified by a suitable and competent professional. The Applicant's supporting documentation must rely upon generally accepted sampling methods, sources of information, cost analysis, demographics, growth projections, and techniques of analysis as a means of supporting the proposed alternative SDC rate. The proposed Alternative SDC Rate calculation shall include an explanation with particularity why the rate established in the SDC Methodology does not accurately reflect the New Development's impact on the City's capital improvements. The City shall apply the Alternative SDC rate if, in the City's opinion, the applicant has met its affirmative burden to demonstrate the following by clear and convincing evidence:

i. The evidence and assumptions underlying the Alternative SDC rate are reasonable, correct and credible and were gathered and analyzed in compliance with generally accepted principles and methodologies consistent with this Section, and
ii. The calculation of the proposed Alternative SDC rate was by a generally accepted methodology, and
iii. The proposed alternative SDC rate better or more realistically reflects the actual impact of the New Development than the rate set forth in the SDC Methodology Report.

If, in the City's opinion, all of the above criteria are not met, the City shall provide to the Applicant (by Certified mail, return receipt requested) a written decision explaining the basis for rejecting the proposed alternative Parks and Recreation SDC Rate.
The City may at any time amend its Parks and Recreation SDC-CIP list as set forth in the SDC Methodology Report to add or remove projects or change the timing, sequence, or cost estimates for projects.

Approved and adopted at a regular meeting of the City Commission held on the 18th day of June 2025.

_____
DENYSE C. MCGRIFF
Mayor

Attested to this day of :

_____
Jakob S. Wiley, City Recorder

Approved as to legal sufficiency:

_____
City Attorney

OREGON CITY

Draft Methodology Report

Parks System Development Charges

April 16, 2025

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Section 1 - Introduction

1.1 Authorization

The City of Oregon City (City) contracted with Galardi Rothstein Group (GRG) to update its System Development Charge (SDC) methodology and to develop an updated SDC fee schedule and project list. This report presents the results of the SDC update. The methodology was developed in conformance with Oregon Revised Statutes (ORS) 223.297-223.316, standard industry practices, the City's policy objectives and 2023 Parks Master Plan.

1.2 Report Organization

- **Section 1 – Introduction** – This section presents information on the City's SDC project objectives, and the policy and legal framework for the methodology.
- **Section 2 – SDC Cost Basis** – Presents the first element of the SDC methodology: the current and future levels of service used to determine growth capacity needs, and the growth-related costs in aggregate based on the updated SDC project list.
- **Section 3 – SDC Assessment** – Presents the second element of the SDC methodology: information on system-wide unit costs per equivalent population and assumptions of number of persons per development unit.
- **Appendix A** – Residential Equivalency – Determines the equivalency factor for employees relative to residents.

In addition to the methodology, the City will adopt by resolution the following items:

- **Appendix B – SDC Project List** – Provides the list of projects needed to increase park and recreation facility capacity for future growth, that are to be funded with SDC revenue. The list includes the project description, and the estimated cost, timing, and portion of cost eligible for SDC funding.
- **Appendix C – SDC Schedule** – Provides the SDCs by development type and fee structure, based on the methodology and project list presented in this report. Consistent with Oregon law, the fees presented in Appendix C may be adjusted periodically for changes in costs or changes in the project list.

Note: The calculations contained in this report were produced by computer spreadsheets where numbers extend beyond the decimal places shown in the tables presented, so slight variations exist due to rounding. However, these variations are not material.

1.3 Background

System development charges are an important funding source for parks and recreation facility improvements. The City last updated its SDC methodology in 2000. In 2023, following completion of the updated Parks Master Plan, the City initiated an update to the SDC methodology. The primary objectives of the update include:

1. Update the project list and fee schedule to reflect the 2023 Parks Master Plan.
2. Develop a scaled residential SDC structure that aligns with the City's other SDCs.
3. Re-structure the SDCs to identify land and development costs separately for integration with the City's land dedication policies.

Oregon legislation (ORS 223.297-ORS 223.316) establishes guidelines for the calculation and administration of SDCs. Within these guidelines, local governments have latitude in selecting approaches that best align with local policy objectives. The updated methodology presented in this report reflects feedback from the City Commission (Commission) obtained through meetings focused on key methodological issues. Specifically, the City held two work sessions with the Commission in October 2024 and February 2025 and presented updates to the Parks and Recreation Advisory Committee.

1.3 Policy Framework

Table 1 summarizes the key policy recommendations that are reflected in the proposed SDC methodology.

Table 1-1 Policy Framework

Policy Issue	Recommendations
Residential SDC Structure	• Implement a 5-tiered SDC structure for single unit & middle housing • Maintain existing uniform structure for multifamily > 5 units
Nonresidential SDCs	• Exclude neighborhood parks from nonresidential SDCs • Update employment density assumptions by land use to reflect more current regional information
SDC Cost Basis	• Develop separate cost bases for land acquisition and development costs to support development of an SDC-in-Lieu of land dedication fee • Evaluate level of service for regional parks and indoor recreation center based on a 30-year planning period • Exclude 50 percent of aquatic & recreation center costs for portion of use that is estimated by out of city users

1.4 Legal Framework

Oregon Revised Statutes (ORS) 223.297 through 223.316 authorize local governments to assess SDCs for the following types of capital improvements:

- Drainage and flood control (i.e., storm water)
- Water supply, treatment, and distribution
- Wastewater collection, transmission, treatment, and disposal
- Transportation
- Parks and recreation

In addition to specifying the infrastructure systems for which SDCs may be assessed, the SDC legislation provides guidelines on the calculation and modification of SDCs, accounting requirements to track SDC revenues, and adoption of administrative review procedures. Key elements of provisions that pertain to the methodology and project list are summarized below.

1.4.1 SDC Structure

An SDC may include a reimbursement fee, an improvement fee, or a combination of the two.

1.4.1.1 Reimbursement Fee

The reimbursement fee is based on the value of available capacity associated with capital improvements already constructed or under construction. The methodology used to calculate the reimbursement fee must consider the cost of existing facilities, prior contributions by existing users, the value of unused capacity, grants, and other relevant factors. The objective of the reimbursement fee methodology is to require new users to contribute an equitable share of the capital costs of existing facilities.

1.4.1.2 Improvement Fee

The improvement fee is designed to recover the costs of planned capital improvements that add system capacity to serve future users. An increase in system capacity may be established if a capital improvement increases the level of performance or service provided by existing facilities or provides new facilities. The portion of the improvements funded by improvement fees must be related to the need for increased capacity to provide service for future users.

1.4.2 Project List

Local governments are required to prepare a capital improvement program or comparable plan, prior to establishment of an SDC, that includes a list of the improvements that the jurisdiction intends to fund with improvement fee revenues and the estimated timing, cost, and eligible portion of each improvement. The project list may be updated at any time. If an SDC is to be increased by a proposed modification to the list, then required action includes: (1) written notice provided to interested parties at least 30 days prior to adoption of the proposed modification and (2) hold a public hearing on the proposed modification if a request is received in writing up to seven days before the date of the planned adoption.

1.4.3 Credits

A credit must be provided against the improvement fee for the construction of "qualified public improvements." Qualified public improvements are improvements required as a condition of development approval, identified in the adopted SDC project list, and either (1) not located on or contiguous to the property being developed or (2) located in whole or in part, on or contiguous to, property that is the subject of development approval and required to be built larger or with greater capacity than is necessary for the particular development project to which the improvement fee is related. The City's parks SDC has been divided into two separate components: 1) In-Lieu-of-Land Dedication SDC, and 2) Park SDC, so that the determination of credits may be evaluated separately for developer constructed improvements and land dedication.

1.4.4 Methodology Review and Notification Requirements

The methodology for establishing or modifying improvement or reimbursement fees must be available for public review prior to adoption. The local government must maintain a list of persons who have made a written request for notification prior to the adoption or amendment of such fees that are resultant of a methodology amendment. The requirements for any changes to the fees that represent a modification to the methodology are: (1) 90-day written notice prior to first public hearing, and (2) SDC methodology made available for review 60 days prior to the public hearing.

Application of one or more cost indices periodically is allowable and is not considered a change in the methodology and is therefore not subject to the above review and notification procedures, provided that the index is published by a recognized agency, independent from the methodology, and incorporated into the methodology or adopted separately by ordinance or resolution. Furthermore, "a change in the costs of materials, labor, or real property as applied to projects or project capacity"[1] in the adopted project list are not considered modifications to the SDC methodology. As such, the local government is not required to adhere to the methodology notification provisions.

1.4.5 Other Provisions

Other provisions of the legislation include:

- Deposit of SDC revenues into dedicated accounts and annual accounting of revenues and expenditures, including a list of the amount spent on each project funded, in whole or in part, by SDC revenues.

- Expenditure of SDCs may include costs of complying with the provisions of the law, including costs of developing SDC methodologies and providing an annual accounting of SDC expenditures.

- Creation of an administrative appeals procedure, in accordance with the legislation, whereby a citizen or other interested party may challenge an expenditure of SDC revenues. Furthermore, in the event a written objection to the calculation of an SDC is received, the

[1] 2017 Oregon Revised Statutes 223.304 (8)(b)(A)

local government must provide information on the right to petition for review pursuant to ORS 34.010, and about any locally adopted administrative review procedures.

Section 2 - SDC Cost Basis

2.1 Introduction

The methodology used to calculate parks SDCs begins with the determination of growth costs (the costs in aggregate associated with meeting the capacity needs of future growth). This section presents the projected future growth needs and the basis for determining the costs that will be recovered from growth through the SDCs ("growth share").

2.2 Planned Level of Service

The City – through adoption of the SDC project list and Parks Master Plan -- is planning for the development of the parks system consistent with the community's desired LOS. The planned LOS for a particular park or facility type is defined by the equation below:

$$\frac{Existing\,Q + Planned\,Q}{Future\,Population\,Served} = Planned\,LOS$$

Where:

- *Q = quantity (acres of parks or square feet of indoor facility space), and*
- *Future Population Served = projected "equivalent population"*

2.2.1 Population and Equivalent Population

Park capacity is measured by the number of people served – both resident population and nonresident employees. Table 2-1 provides population and employment data derived from United States census and the Parks Master Plan under two time periods: 1) 20-year, and 2) 30-year.

Table 2-1 Population and Employment Data

Item	2022	2042	2052	20-Year Growth	30-Year Growth
Employment[1]	15,711	19,501	22,098	3,790	6,387
Population[2]	37,967	47,127	53,401	9,160	15,434

[1]U.S. Census 2021 On the Map Inflow Outflow analysis

[2] 2023 Parks Master Plan

The concept of *equivalent population* is used to recognize different utilization levels of parks by the general population (to estimate residential development needs) and employees (to estimate nonresidential development needs). Employees are assumed to have an equivalency factor significantly less than residents (0.23 as shown in Table 2-2), owing to the limited number of

hours available outside of work for park use. Appendix A provides data and assumptions used to calculate the equivalency factor per unit of employment.

Table 2-2 Equivalent Population

	Growth	Equivalency Factors	Residential Equivalents	% Total
20-Year				
Population	9,160	1.00	9,160	91.3%
Employment[1]	3,790	0.23	876	8.7%
Total			10,035	100.0%
30-Year				
Population	15,434	1.00	15,434	91.3%
Employment[1]	6,387	0.23	1,476	8.7%
Total			16,910	100%

[1] Based on hours available for park use and % workers from outside the city as shown in Appendix A.

2.2.2 Current and Future LOS

The following park and facility classifications are included in the SDC analysis:

- Neighborhood Parks
- Community Parks
- Regional/Specialty Parks
- Pocket Parks
- Indoor Recreation Space

Table 2-3 summarizes existing park quantities for each classification for purposes of determining the existing LOS. The LOS for parks is based on acreage, while indoor recreation is based on square feet (SQ FT). The SDC Project List (Appendix B) includes development of both existing undeveloped land and new planned acquisitions. The difference between total future units and total existing units in Table 2-3, are the new units to be acquired. The detailed acquisition and development quantities are shown on the City's SDC project list included in Appendix B.

Table 2-3 Summary of Existing and Planned Parks and Facilities[1]

Type	Unit Type	Total Existing Units	Developed Units Existing Units	Developed Units Planned Units[1]	Total Future Units
Parks					
Neighborhood	Acres	50.4	43.5	30.9	74.4
Community	Acres	99.6	92.7	14.9	107.6
Regional	Acres	25.4	8.5	16.9	25.4
Pocket	Acres	19.7	19.7	0.0	19.7
Indoor Aquatic Space	SQ FT	18,572	18,572	29,175	47,747
Indoor Recreation Space	SQ FT	18,000	18,000	33,725	51,725

[1] Based on SDC Project List (Appendix B); includes existing undeveloped neighborhood and community park acreage

Table 2-4 shows the existing and future developed and total LOS by park type based on the park quantities shown in Table 2-3 and the equivalent population shown in Table 2-2. The SDC Project List identifies planned projects designed to generally maintain (in the case of community and pocket parks) and enhance (in the case of neighborhood and regional parks and indoor recreation centers) the future developed LOS for all park users.

Table 2-4 Existing and Planned Levels of Service (Units per 1,000)

		Total Units Equivalent Population (Units/1,000)		Developed Units Equivalent Population (Units/1,000)	
Type	**Unit Type**	Existing	Future	Existing	Future
Neighborhood	Acres	1.21	1.44	1.05	1.44
Community	Acres	2.39	2.08	2.23	2.08
Regional/Specialty[1]	Acres	0.61	0.43	0.20	0.43
Pocket	Acres	0.47	0.38	0.47	0.38
Indoor Aquatic Space[1]	SQ FT	446	816	446	816
Indoor Recreation Facilities[1]	SQ FT	433	884	433	884

[1] Based on 30-year equivalent population

2.2.3 Implications for SDC Cost Basis

The LOS analysis provides a basis for determining the capacity needs of growth by park type to determine an equitable share of project list costs for purposes of development the SDC unit costs. Table 2-5 (next page) shows the development and acquisition park, and facility units needed for growth based on the planned LOS by park type (Table 2-4) and the growth in equivalent population (Table 2-2).

Table 2-5 also shows the quantity of existing City-owned land that will help meet future LOS standards, and the quantity of new land that must be developed to fully realize future LOS standards. For purposes of the capacity analysis, existing development needs are assumed to be met first from the existing inventory of parks and facilities; any additional need resulting from a planned increase in the LOS is met through a portion of the project list improvements.

Project list costs are allocated to growth and existing development in proportion to the quantity of new units needed. As shown in Table 2-5, 100 percent of project list acquisition and development costs for new community parks are needed for growth. Park and facility development projects for other categories help the City achieve a LOS standard that is higher than the existing LOS (as shown in Table 2-4); therefore, a portion of project costs are allocated to existing development also.

Table 2-5 Capacity Needs

Type	Unit Type	Total Units Needed[1]	Units from Existing Inventory[2]	Units from Project List[3]	Project List Allocation (%)[4]
Development			**Future Growth**		
Neighborhood	Acres	14.5	--	14.5	47%
Community	Acres	20.9	6.0	14.9	100%
Pocket	Acres	3.8	3.8	--	--
Regional	Acres	7.3	--	7.3	43%
Indoor Aquatic	SQ FT	13,800	--	13,800	47%
Indoor Recreation	SQ FT	14,950	--	14,950	44%
			Existing Development		
Neighborhood	Acres	59.9	43.5	16.4	53%
Community	Acres	86.7	86.7	--	0%
Pocket	Acres	15.8	15.8	--	0%
Regional	Acres	18.1	8.5	9.6	57%
Indoor Aquatic	SQ FT	33,947	18,572	15,375	53%
Indoor Recreation	SQ FT	36,775	18,000	18,885	56%
Acquisition			**Future Growth**		
Neighborhood	Acres	14.5	--	14.5	60%
Community	Acres	20.9	12.9	8.0	100%
Regional	Acres	7.3	7.3	--	--
			Existing Development		
Neighborhood	Acres	59.9	50.4	9.5	40%
Community	Acres	86.7	86.7	0.0	0%
Regional	Acres	18.1	18.1	--	--

[1] Future LOS (Table 2-4) x Equivalent Population/1,000 (Table 2-2).
[2] Existing inventory (from Table 2-3) assumed to first meets needs of existing development; any excess capacity available to meet growth needs.
[3] Total need, less units from existing inventory.
[4]Equal to number of units needed from project list divided by total project list additional units (Table 2-3).

2.3 Improvement Fee Cost Basis

Table 2-6 (next page) summarizes the improvement SDC cost basis by park and facility type. The portion of project-specific acquisition and development costs included in the cost basis reflects the growth allocation percentages shown in Table 2-5 and the list of projects shown in Appendix B. As discussed in Section 1, the current policy recommendations include a 50 percent funding level for Indoor Aquatic and Recreation Center development costs through the SDCs. Therefore, the SDC project list reflects a 50 percent reduction to the growth share for these costs.

Table 2-6 SDC Cost Basis by Park Type

Type	Cost Basis (30-year)	Cost Basis (20-year) Acquisition	Development	Total Cost Basis
Improvement Fee[1]				
Neighborhood	--	$9,395,422	$5,500,197	$14,895,619
Community	--	$5,702,949	$6,825,061	$12,528,009
Regional /Specialty	$6,312,703	--	--	$6,312,703
Pocket	--	--	$320,422	$320,422
Indoor Aquatic/Rec Space	$9,141,425	--	$9,141,425	$9,141,425
Improvement Fee	**$15,454,128**	**$15,098,371**	**$12,645,679**	**$43,198,178**
Reimbursement Fee[2]				
Pocket Parks	--	--	$3,115,544	$3,115,544
Community Parks	--	$1,715,237	$2,896,788	$4,612,026
Regional/Specialty	$99,718	--	--	$99,718
Subtotal Reimbursement	$99,718	$1,715,237	$6,012,333	$7,827,288
Combined Imp & Reimb.	**$15,553,846**	**$16,813,608**	**$18,658,012**	**$51,025,466**
Est. Compliance Cost	**--**	--	--	$553,492
Total SDC Cost Basis	**$15,553,846**	**$16,813,608**	**$18,658,012**	**$51,578,958**

[1]Costs from Project List in Appendix B

[2]Costs from City of Oregon City fixed asset report. Community parks based on land acquisition and improvements for a portion of Tyrone S. Woods and Wesley Lynn parks. Pocket parks include past improvements at Canemah Neighborhood Children's Park and Jon Storm park. Regional/specialty park land value based on average commercial cost per acre.

2.4 Reimbursement Fee Cost Basis

As shown in Table 2-5, growth's capacity needs will be met in part by existing parks and facilities, including: 1) prior acquisition of parkland that will be developed by the City during the SDC planning period, and 2) prior development of parks and facilities that will meet capacity need for growth through existing available capacity. The reimbursement fee cost basis is summarized in Table 2-6.

2.5 Compliance Costs

Local governments may spend SDCs on the costs of complying with the SDC statutes. Compliance costs include costs related to developing the SDC methodology and project list, as well as annual accounting, budgeting, and legal costs. Table 2-7 shows the calculation of the estimated compliance costs based on a SDC planning period.

Table 2-7 SDC Compliance Costs

Component	Total Costs[1]	Growth %	Growth $	$/Equivalent Person
Master Plan	$550,000	35%	$193,492	$19.28
Accounting, Budgeting, Legal	$200,000	100%	$200,000	$19.93
SDC Methodology Update	$160,000	100%	$160,000	$15.94
Total	**$910,000**		**$553,492**	**$55.15**

[1]20-Year planning period

Section 3 - SDC Assessment

3.1 Introduction

Once the aggregate growth costs have been determined, the next step in the methodology is to determine how the SDCs will be assessed to individual developments. The SDC for each development is based on the unit cost per person and the number of people attributable to the development. This section presents the unit costs, and the estimated people per unit for different development types.

3.2 Unit Costs ($/Person)

The unit costs are shown below in Table 3-1. City-wide growth costs (from Table 2-6) for all park and facility types except neighborhood parks, are allocated between residential and nonresidential development based on each group's share of future equivalent population (from Table 2-2). The growth in population and employees (from Table 2-1) are then divided into the residential and nonresidential share of growth costs, respectively to determine the costs per unit, which are shown in Table 3-1, inclusive of compliance costs per unit from Table 2-7.

Table 3-1 SDC Unit Cost Calculation

	Growth Costs		Growth	$/Unit		Total
	Acquis.	Develop.	Units	Acquis.	Develop.	w/Compliance
20-Year Costs						
Improvement Fee						
Growth Costs						
Residential	$14,600,664	$12,022,079	9,160	$1,594	$1,313	--
Nonresidential	$497,707	$623,600	3,790	$131	$165	--
Total	$15,098,371	$12,645,679				
Reimbursement Fee						
Growth Costs						
Residential	$1,565,545	$5,487,625	9,160	$171	$599	--
Nonresidential	$149,692	$524,707	3,790	$39	$138	--
Total	$1,715,237	$6,012,333				
30-Year Costs						
Improvement Fee						
Growth Costs						
Residential	--	$14,105,418	15,434	$0	$914	--
Nonresidential	--	$1,348,710	6,387	$0	$211	--
Total	$0	$15,454,128				
Reimbursement Fee						
Growth Costs						
Residential	--	$91,016	15,434	$0	$6	--
Nonresidential	--	$8,703	6,387	$0	$1	--
Total	$0	$99,718				
Total Costs	**$16,813,608**	**$34,211,858**	--	--	--	**$51,578,958**
Residential	--	--	--	**$1,765**	**$2,831**	**$4,652**
Nonresidential	--	--		**$171**	**$515**	**$707**

3.3 Residential Development Occupancy Assumptions

Park SDCs are assessed to residential developments based on the number of dwelling units and the estimated occupancy per dwelling. The City's current SDC is assessed uniformly to each *type* of dwelling unit (i.e., single family, multifamily), regardless of size. Updated occupancy estimates and SDC structures for each type of dwelling are discussed below.

3.3.1 Single-Family Residential and Middle Housing

As discussed previously, a key policy recommendation in the SDC update process was the development of a scaled or tiered SDC structure for single-family residential and middle housing development. The specific tier breakpoints and occupancy factors shown in Table 3-2 below reflect the SDC methodology adopted by the Water Environment Services. For purposes of the parks SDCs, the occupancy factors are applied to the average people per dwelling unit for structures with one (1) to four (4) units, based on American Community Survey data for Oregon City.

Table 3-2 Single-Family/Middel Housing Dwelling Unit Occupancy

Category	Avg. People per Dwelling Unit	Occupancy Factor[2]
Single/Middle Housing Average[1]	*2.68*	
5-Tier Structure		
<800 SQ FT	1.88	70%
800-1,799 SQ FT	2.41	90%
1,800-2,999 SQ FT	2.68	100%
3,000-3,799 SQ FT	2.95	110%
>3,800 SQ FT	3.22	120%

[1] Source: 2022 American Community Survey 5-Year average

[2] Scaling factors reflect Water Environment Services SDCs. Includes manufactured homes not in a park.

3.3.2 Multifamily Residential

U.S. Census data were also used to estimate occupancy for all multifamily residential dwelling units (defined as structures with five or more units) which, as shown in Table 3-3, averages 1.78 persons per dwelling unit.

Table 3-3 Multifamily Dwelling Unit Occupancy

Category	Avg. People per Dwelling Unit
Multifamily Dwelling (Avg.) [1]	1.78

[1] 2022 American Community Survey 5-Year average. Includes manufactured homes in parks.

3.4 Nonresidential Development

Employees working in the City use the parks and recreation system. For this reason, the parks SDC is assessed on all nonresidential development types (industrial, commercial, office use,

institutional, etc.) based on estimated number of employees as estimated from regional employee density (number of employees per SQ FT of building space) estimates by land use category. Employee density assumptions are shown in Table C-1 (Appendix C) based on regional planning studies.

3.5 SDC Schedule

The SDC for each development type is determined by multiplying the total cost per person from Table 3-1 by the average number of people per unit for each development type. Table C-1 in Appendix C includes the updated SDCs and occupancy assumptions for each category.

3.4.1 Inflationary Adjustments

As allowed by Oregon law, the City may periodically update the SDCs by resolution based on application of one or more cost indices. The City may make future changes to the inflationary adjustment process, assumptions and cost indices through adoption of a separate Board resolution.

Appendix A - Residential Equivalency

Introduction

Nonresidential development creates demand for parks through employees (living inside or outside the City) that use parks in conjunction with commuting, lunch or other breaks during the workday, company picnics, or other activities, and through overnight visitors that come to the area to recreate or otherwise participate in park-related activities in conjunction with their visit.

While the notion of a nexus between nonresidential development and park system capacity needs is accepted broadly, specific assumptions of how much park usage may be attributable to nonresidential development relative to residential development vary across jurisdictions and often reflect local policy considerations. The impact on parks from employees relative to residents is referred to as the "residential equivalency."

Hours of Opportunity Model

The City's SDC methodology determines the residential equivalency for employees based on an "hours of opportunity" model. This approach establishes estimated park usage based on the number of hours different types of users have available during the day to visit parks. It assumes that employees have opportunities to use parks during the weekdays for a limited time (generally before or after work, and during breaks). In comparison, residents are assumed to have potential use of parks during non-work or school hours (for employed adults or school age children), or throughout the day (in the case of residents who are unemployed or otherwise not in the work force). Nonresident employees are generally assumed to have the lowest potential park use opportunity due to the need to travel from outside the service area.

Table A-1 provides detailed assumptions related to the hours of park use available to resident and nonresident groups. The assumptions shown in the table are like those used by many other agencies in Oregon. The calculated residential equivalency factors from an hours of opportunity approach vary based on the demographics of the specific service area, and whether the nonresidential development impact is assumed to include park usage from both workers living inside the service City and outside, or just outside the area (as in the case of the City's SDC methodology).

Table A-1 Weighted Average Park Availability Hours by Class

	Residents				
Season/Period	Not-Employed Adult	Kids (5-17)	Employed Inside	Employed Outside	Non-Resident Employee
Summer (Jun-Sep)					
Weekday					
Before Work			1		1
Breaks			1		1
After Work			2		2
Other Leisure	12	12	2	2	0
Subtotal	12	12	6	2	4
Weekend					
Leisure	12	12	12	12	0
Subtotal	12	12	12	12	0
Hours/Day	***12.00***	***12.00***	***7.71***	***4.86***	***2.86***
Spring/Fall (Apr/May, Oct/Nov)					
Weekday					
Before Work			0.5		0.5
Breaks			1		1
After Work			1		1
Other Leisure	10	4	2	2	0
Subtotal	10	4	4.5	2	2.5
Weekend					
Leisure	10	10	10	10	0
Subtotal	10	10	10	10	0
Hours/Day	***10.00***	***5.71***	***6.07***	***4.29***	***1.79***
Winter (Dec-Mar)					
Weekday					
Before Work			0.5		0.5
Breaks			1		1
After Work			0.5		0.5
Other Leisure	8	2	1	1	0
Subtotal	8	2	3	1	2
Weekend					
Leisure	8	8	8	8	0
Subtotal	8	8	8	8	0
Hours/Day	***8.00***	***3.71***	***4.43***	***3.00***	***1.43***
Annual Average Weighted Hours	***10.00***	***7.14***	***6.07***	***4.05***	***2.02***

Application of Model to Oregon City Demographic Data

Table A-2 provides the demographic data used to determine the seasonally weighted average number of hours available for park use per person per day for residents (7.51) and nonresident employees (2.02).

Table A-2 Estimation of Potential Park Use

Category	Persons[1]	Avg. Hours Per person/day	Person Hours/Day
Residents			
Kids (5-17)	6,048	7.14	43,185
Non-Employed Adults	11,099	10.00	110,979
Employed Adults			
Work in City	2,240	6.07	13,597
Work out of City	15,440	6.07	93,730
Subtotal	34,827	7.51	261,491
Nonresidents			
Employed Adults	13,471	2.02	27,257

[1]U.S. Census 5Y 2022 DP03, DP05, and On the Map Inflow Outflow analysis

Table A-3 shows the calculation of the residential equivalency per employee based on the assumptions in Table A-1 and A-2, and). The residential equivalency of 0.231 is the product of the nonresident employee usage factor (2.02/7.51 = 0.27) and the portion of employees that work in the area but live outside (86 percent).

Table A-3 Residential Equivalency per Employee

Category	Value	Factor
Average Hours/person/day		
Resident weighted average	7.51	
Nonresident employee	2.02	0.27
Employees working in Oregon City [1]		
Living inside area	2,240	
Living outside area	13,471	0.86
Total	15,711	
Residential Equivalency per Employee (0.27 X 0.86) =		**0.231**

[1]U.S. Census 2021 On the Map Inflow Outflow analysis

Appendix B - Project List

Table B-1 Draft Parks & Recreation SDC Project List (000's)

Project	SDC Classification	Timing	Land Acquisi-tion Cost	Develop-ment Cost	Total Cost	New Capacity Units	Growth Develop-ment $	Growth Acquisi-tion $	Total Growth Share	Total Growth $
Existing Park Development										
Clairmont Way	Neighborhood	3-5 years		$1,594	$1,594	-	$747	$0	47%	$747
Tyrone S Woods - Phase 2	Community	1-2 years		$2,750	$2,750	2.60	$2,750	$0	100%	$2,750
Wesley Lynn - Phase 2	Community	3-5 years		$1,418	$1,418	4.27	$1,418	$0	100%	$1,418
Park Place Park - Phase 2	Neighborhood	1-2 years		$1,700	$1,700	2.05	$797	$0	47%	$797
Subtotal Existing Parks				**$7,462**	**$7,462**	**8.92**	**$5,712**	**$0**	**77%**	**$5,712**
New Land Acq. & Development										
Park Place Concept Area	Community	5-7 years	$5,200	$2,657	$7,857	8.00	$2,657	$5,200	100%	$7,857
Park Place Concept Area (New)	Neighborhood		$1,950	$996	$2,946	3.00	$467	$1,174	56%	$1,641
Thimble Creek Concept Area	Neighborhood	5-7 years	$6,500	$3,321	$9,821	10.00	$1,556	$3,915	56%	$5,471
Meyers Road Area	Neighborhood	8+ years	$3,900	$1,993	$5,893	6.00	$934	$2,349	56%	$3,283
Partlow Road Area	Neighborhood	8+ years	$3,250	$1,661	$4,911	5.00	$778	$1,957	56%	$2,735
Subtotal New Parks			**$20,800**	**$10,628**	**$31,428**	**32.00**	**$6,392**	**$14,595**	**67%**	**$20,987**
Existing Park Upgrades	Varies	1-10 years		$6,286	$6,286		$1,045	$0	17%	$1,045
Clackamette Park Master Plan	Regional									
Park development		5-10 years		$12,068	$12,068		$5,243	$0	43%	$5,243
Boat ramp Upgrade		5-10 years		$1,854	$1,854		$434	$0	23%	$434
RV Park Relocation and Development		5-10 years		$1,545	$1,545		$0	$0	0%	$0
Subtotal Clackamette Park			**$0**	**$15,467**	**$15,467**		**$5,676**	**$0**	**37%**	**$5,676**
New Pool & Recreation Center	Indoor Facilities	5-10 years		$40,000	$40,000		$9,141	$0	23%	$9,141
End of the Oregon Trail Redevelopment[1]	Regional	5-10 years		$1,465	$1,465		$636	$0	43%	$636
Total Project List			**$20,800**	**$81,308**	**$102,108**		**$28,603**	**$14,595**	**42%**	**$43,198**

[1]Improvement costs limited to development of park land (no improvements to facility)

Appendix C - SDC Schedule

Table C-1 SDC Schedule

		Impact/ Unit	SDC-in-Lieu of Dedication (Land Acq.)	Parks SDC (Development)	Combined SDC
Residential	**Factor[2]**	**Persons/ Dwelling**	**$/Dwelling Unit**	**$/Dwelling Unit**	**$/Dwelling Unit**
Single/Middle Housing Average[1]		*2.68*			
<800 SQ FT	70%	1.88	$3,311	$5,415	$8,726
800-1,799 SQ FT	90%	2.41	$4,257	$6,962	$11,219
1,800-2,999 SQ FT	100%	2.68	$4,730	$7,736	$12,466
3,000-3,799 SQ FT	110%	2.95	$5,203	$8,510	$13,713
>3,800 SQ FT	120%	3.22	$5,676	$9,283	$14,959
Multifamily >5 units (Avg.)[3]	2.00	*1.78*	3,142	$5,138	$8,280
Nonresidential		**Emp/ KSF[4]**	**$/ 1,000 SQ FT**	**$/ 1,000 SQ FT**	**$/ 1,000 SQ FT**
Manufacturing					
Ag., Fish & Forest Services; Construction, Mining		1.69	$289	$909	$1,199
Food & Kindred Products		1.59	$271	$852	$1,123
Textile & Apparel		1.08	$184	$577	$760
Lumber & Wood		1.56	$267	$838	$1,105
Furniture; Clay, Stone & Glass; Misc.		1.32	$225	$706	$931
Paper & Allied		0.63	$107	$335	$442
Printing, Publishing & Allied		2.22	$380	$1,192	$1,572
Chemicals, Petroleum, Rubber, Leather		1.39	$237	$745	$982
Primary & Fabricated Metals		2.38	$407	$1,277	$1,684
Machinery Equipment		3.33	$569	$1,788	$2,357
Electrical Machinery, Equipment		2.50	$427	$1,341	$1,768
Transportation Equipment		1.43	$244	$766	$1,010
Transportation and Warehousing		0.30	$52	$163	$215
Communications and Public Utilities		2.17	$371	$1,166	$1,537
Wholesale Trade		0.72	$123	$386	$509
Retail Trade		2.13	$363	$1,141	$1,505
Finance, Insurance & Real Estate		2.70	$462	$1,450	$1,911
Non-Health Services		1.30	$222	$697	$919
Health Services		2.86	$488	$1,533	$2,021
Educational, Social, Membership Services		1.35	$231	$725	$956
Government		1.89	$322	$1,012	$1,334

[1] Source: 2022 American Community Survey 5-Year average

[2] Scaling factors reflect Water Environment Services SDCs. Includes manufactured homes not in a park.

[3] Includes manufactured homes in a park

[4] 1999 Metro Emp. Density Study

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Christina Robertson-Gardiner, Senior Planner		

SUBJECT:
Item 8.b. - Second Reading of Ordinance No. 25-1005, A Legislative Update to the Parks Master Plan, an Ancillary Document to the OC2040 Comprehensive Plan (GLUA 25-02; LEG-25-01)

STAFF RECOMMENDATION:
Approve second Reading of Ordinance No. 25-1005 approving GLUA-25-02 / LEG-25-01 amending the Comprehensive Plan to include the updated Parks Master Plan.

EXECUTIVE SUMMARY:
City Commission approved the first reading of Ordinance No 25-1005 on June 4, 2025.

The City Commission adopted the Parks Master Plan (2023) in June 2024 after an extensive public engagement process and City Commission review. The final step in the process is to adopt the document as an ancillary document to the Comprehensive Plan. This step integrates the adopted vision into the City's Comprehensive Plan with the same weight as the master plans of other city assets, such as the Transportation System Plan and Water, Storm, and Sewer Master Plans.

By integrating the Park's Master Plan with the Comprehensive Plan, the city establishes a long-term vision for parks and recreation. This ensures that park development aligns with broader community goals, growth patterns, and land-use strategies. A Master Plan adopted through the legislative land use process is also needed to attract funding from grants and other sources, requiring a formal plan to support improvements in parks and recreation, as well as legal support for any future system development fees (SDCs).

The Parks Master Plan document (2023) and the newly created Exhibit A, which identifies and describes existing and proposed parks keyed to a map, will provide the needed legal nexus for implementation.

The Planning Commission recommended approval to the City Commission 6-0 at the May 12, 2025, Planning Commission Meeting. The City Commission approved the first reading on June 4, 2025, with a revision from "should" to "could" in Exhibit 1A relating to the Buena Vista Club House. The revised version is attached to the agenda.

BACKGROUND:
File No. LEG-25-00001 updates the Oregon City Parks Master Plan (2008) by adopting the

new Oregon City Parks Master Plan (2023). The Oregon City Parks Master Plan is an ancillary document to the Oregon City Comprehensive Plan. The City Commission directed staff to implement the Parks Master Plan at their June 12, 2024, meeting. The plan was approved, and staff were asked to start the Legislative adoption process.

Please refer to the staff report for additional information about the creation of the plan.

OPTIONS:

1. Adopt the second reading of ORD 25-1005
2. Request additional information from staff and continue the hearing.

BUDGET IMPACT:

ORDINANCE NO. 25-1005

AN ORDINANCE OF THE CITY OF OREGON CITY ADOPTING THE PARKS MASTER PLAN

WHEREAS, the Parks Master Plan is a technical document and conceptual guide that needs regular review and is an ancillary document to the Oregon City Comprehensive Plan, and

WHEREAS, the City Commission adopted the Parks Master Plan (2023) in June 2024 after an extensive public engagement process and City Commission review; and

WHEREAS, the final step in the process is to adopt the document as an ancillary document to the Comprehensive Plan which integrates the adopted vision into the City's Comprehensive Plan with the same weight as the master plans of other city assets, such as the Transportation System Plan and Water, Storm, and Sewer Master Plans; and

WHEREAS, by integrating the Park's Master Plan with the Comprehensive Plan, the city establishes a long-term vision for parks and recreation and ensures that park development aligns with broader community goals, growth patterns, and land-use strategies; and

WHEREAS, A Master Plan adopted through the Legislative land use process is needed to attract funding from grants and other sources, provides a formal plan to support improvements in parks and recreation, as well as legal support for any future system development fees (SDCs; and

WHEREAS, the Planning Commission held a public hearing on May 12, 2025, and recommended approval of the proposed plan to the City Commission; and

WHEREAS, the City Commission held a public hearing on June 4, 2025 and found that the proposed plan complies with the applicable criteria for Legislative approval as discussed in the Staff Report and Recommended Findings for File LEG-25-00001

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. The Parks Master Plan is adopted as an ancillary document to the Comprehensive Plan and replaces and supersedes any previous version as provided in the attached Exhibits "1 and 1A”

Section 2. The Legislative action taken by the Ordinance is explained and justified by the Analysis and Findings for GLUA 25- 00002: LEG-25-00001

Read for the first time at a regular meeting of the City Commission held on the _____ Day of _____, 2025, and the City Commission finally enacted the foregoing ordinance this _____day of _____, 2025.

_____

Denyse McGriff, Mayor

Attested to this day of ,

Approved as to legal sufficiency:

_____
City Recorder

_____
City Attorney

OREGON CITY PARKS

NEXT PRACTICE PARTNERS
be different

pros consulting INC

2023 PARKS MASTER PLAN

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ACKNOWLEDGEMENTS

THANK YOU TO MEMBERS OF THE COMMUNITY FOR CONTRIBUTING INPUT THROUGHOUT THE DEVELOPMENT OF THIS MASTER PLAN

OREGON CITY COMMISSION

Denyse McGriff, Mayor

Rocky Smith, Jr., Commissioner

Frank O'Donnell, Commissioner

Adam Marl, Commissioner

Michael Mitchell, Commissioner

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Kyle Christoph, Facilities Manager

Cecily Rose, Social Services & Community Center Manager

CONSULTING TEAM

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CHAPTER ONE – EXECUTIVE SUMMARY

1.1 INTRODUCTION

The purpose of the Plan is to serve as a "blueprint" for City staff and City Commissioners in preparing a needs assessment and action plan to best serve City residents.

This Plan aims to be a flexible and practical document, conceived to enhance current programs, facilities, and services, while also providing a strategic direction for future developments.

1.2 PLAN GOALS

- **Maximize community engagement in an inclusive and innovative manner** to ensure the broad interests of the diverse community and stakeholders in Oregon City is heard and can help guide growth and development of parks, open space, recreation facilities, and programming.
- **Utilize a wide variety of data sources and best practices**, including a demographic and trends analysis, statistically valid survey to predict trends and patterns of use and ways to address unmet needs in the City.
- **Determine unique Level of Service Standards** to develop appropriate actions regarding parks, recreation, facilities, and trails that reflects the City's strong commitment in providing high quality recreational activities for the community.
- **Shape financial and operational preparedness** through innovative and "next" practices to achieve the strategic objectives and recommended actions.
- **Develop a dynamic a realistic strategic action plan** that creates a road map to ensure long term success and financial sustainability for the City's parks, facilities, and trails, and action steps to support the family-oriented community and businesses that call Oregon City home.

1.3 PROJECT PROCESS

The Plan followed a process of data collection, public input, on-the-ground study, assessment of existing conditions, market research, and open dialogue with local leadership and key stakeholders. The project process followed a planning path as illustrated in ***Figure 1*** below.

Figure 1: Project Process

1.4 MISSION, VISION, VALUES AND BIG MOVES

Based on an iterative visioning process with staff and using community input, demographics & trends, and an analysis of the City's maintenance, operations, & level of service, the following Mission Statement, Vision, and Core Values were developed by staff.

1.4.1 MISSION

The newly revised mission statement of the Oregon City Parks and Recreation Department is

"To serve the community".

1.4.2 VISION

The Department's vision for the future is to be known as

"An inclusive, sustainable, and impactful agency".

1.4.3 CORE VALUES

The Department strives to be one that is collaborative, engaged, respectful, servant leaders, and transparent and has adopted these as their core values to guide future action.

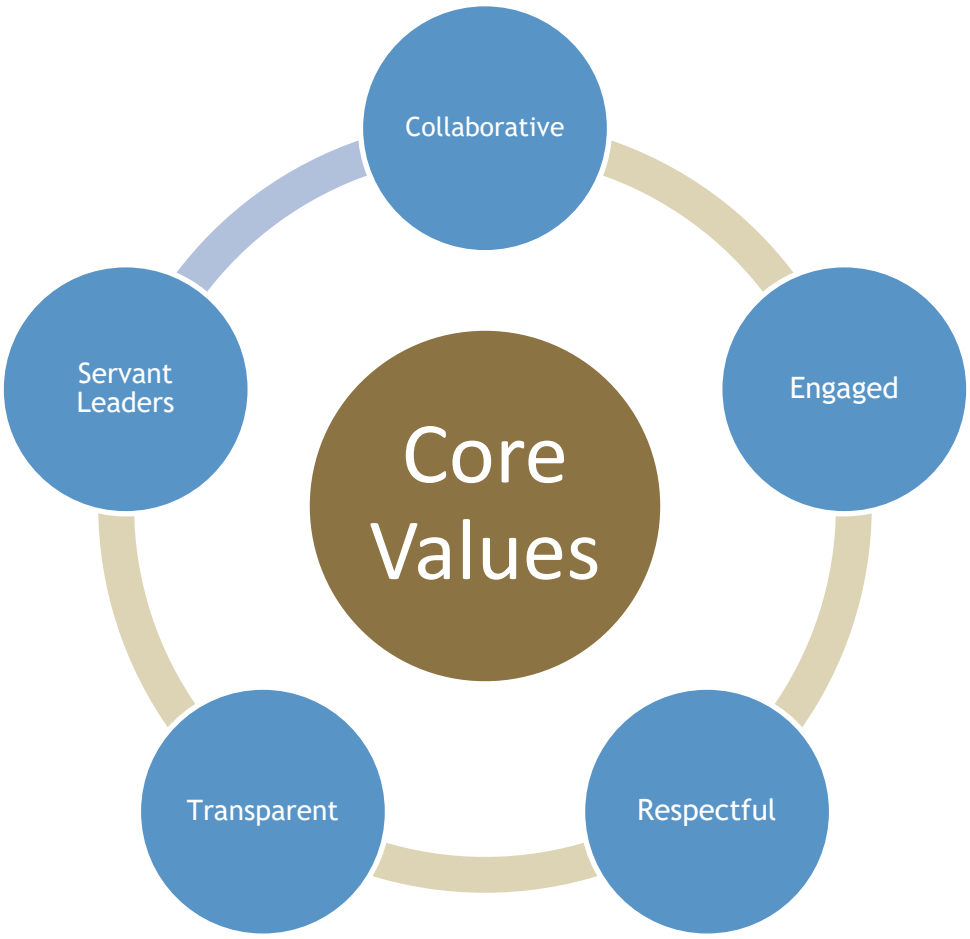


Figure 2: Core Values

1.4.4 BIG MOVES

The staff team identified City-wide outcomes they would aspire to achieve from this plan. These Big Moves are the most significant outcomes desired and when achieved, will serve as the legacy fulfilling the Plan's vision. The following are the five Big Moves that were identified through this process:

1. Explore earned income opportunities to enhance funding for the Department.
    a) Park utility fees
    b) Initiate a bond or levy campaign
    c) Review fees and charges to reflect cost recovery goals
    d) Grants
    e) Advertising, sponsorship and partnership opportunities
2. Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.
3. Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.
    a) Created Facility Division to manage all facilities and address all maintenance opportunities.
4. Design a strategic plan for marketing and branding.
5. Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.

1.4.5 STRATEGIC ACTION PLAN

In addition, the consulting team developed an Action Plan that will be updated and utilized by staff to implement and track progress on this plan's recommendations. This was based on the key Strategic Areas identified during the Visioning Workshop. These were then organized based on the Short-term or ST (0-3 years), Mid-term or MT (3-5 years) and Long-term or LT (5+ years).

Programs, Events, Facilities	Proposed Timeline
Expand the aquatic facility to increase program capacity	LT
Increase staff to support the expansion of programs and special events	ST/MT
Create partnership agreement with local school district(s) to expand programmable space	MT/LT
Expand adult rec league programs (pickleball, basketball, kickball, softball, etc.)	ST
Purchase and develop usable outdoor space to expand outdoor programs/events	LT
Parks/Trails	**Proposed Timeline**
Increase connectivity and accessibility of trails	MT/LT
Increase water access for non-motorized vehicle usage	MT/LT
Develop fenced dog park areas	ST
Expand programs and activities in parks to combat issues of safety	ST
Install newer, more inclusive play structures in parks	MT
Maintenance & Operations	**Proposed Timeline**
Create a comprehensive maintenance plan that includes preventative, ongoing, and replacement schedule	ST
Create a strategic staffing plan to include projection of staff needs, recruitment, retention, training, and succession	ST
Develop assessment plan to determine when to use contractors, staff, or volunteers	ST
Funding and Marketing	**Proposed Timeline**
Develop a marketing and branding plan	ST
Develop and implement strategies to better track attendance and usage to be more competitive for grants and sponsorship opportunities	ST
Increase visibility of Department through cross-promotion (flyers to schools, attending local events, etc.)	ST
Partner with non-profit groups and other agencies to apply for grants	ST/MT
Big Moves	**Proposed Timeline**
Explore earned income opportunities to enhance funding for the Department.	ST/MT
Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.	ST
Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.	ST
Design a strategic plan for marketing and branding.	ST
Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.	ST/MT

Figure 3: Strategic action plan

1.5 KEY FINDINGS

Following the assessment of the City's parks and recreation system, a variety of key findings were identified to support the implementation of the Plan. These key findings will help guide decision-making for the next five to ten years.

1.5.1 DEMOGRAPHICS AND TRENDS

Based on the information presented in the Demographics and Trends Analysis, the following are the key findings that are of particular interest and/ or have significant implications for the City:

- **Population:** The City's population has grown significantly over the last 12 years and this rate of growth is projected to continue, albeit at a slower rate over the next 15 years. The Department must continue to monitor population growth to ensure that programs, facilities, and amenities keep up with community needs.
- **Age:** City residents are now older than the national median age, and there is a growing presence of older adults between the ages of 35-54. By 2037, the population will continue to age, as the oldest age segments (55-74 and 75+) are expected to grow, while all other segments are projected to decline slightly. The Department must continue to focus on multigenerational offerings and regularly reevaluate its programming mix to effectively serve this aging, yet active population.
- **Race / Ethnicity:** The City's populace is predominately categorized as White Alone (82%), however, that percentage has dropped since 2010 (91% White Alone) and is projected to continue shrinking (75% White Alone in 2037). This drop will lead to a more diverse populace with Two or More Races (10% in 2022) being the largest minority group, and projections show that one out of every four residents will be non-white by 2037.

  People of Hispanic / Latino ethnicity currently represent 9% of the total population, which is substantially below the national average (19%), and the Oregon State average (14%) This group is expected to reach almost 11% by 2037. The Department should continue to monitor program participation to ensure that offerings are adequately serving residents and are representative of the race/ethnicity distribution of City residents.
- **Income Levels:** The income characteristics of City residents are higher than the state and national levels for per capita income and median household income. These income levels coupled with above-average MPI numbers suggest a willingness of the population to spend money to attend events and/or facilities in which they see the value, as well as purchase recreation equipment.
- **National Participatory Trends:** National participatory trends are promising for the Department, as many of the activities in sports and fitness aligned with core offerings are trending positively in recent years. Despite the facility closures due to the pandemic, overall, people are recreating more and the importance of living an active, healthy lifestyle is on the rise. The Department must continue to provide active recreation opportunities and seek out new, trending activities that will drive interest and meet the demand for parks, facilities, and recreation programs among Oregon City City residents for many years to come.

Local Participatory Trends: Local recreation trends show above-average participation across the board with 30 of the 46 tracked activities having MPI scores at, or above the national average. This is indicative of an active population, seeking to participate in a wide range of fitness, sports, and outdoor activites

1.5.2 COMMUNITY ENGAGEMENT

Figure 4: Community Engagement Infographic

1.5.3 STATISTICALLY VALID SURVEY

ETC Institute administered a Parks and Recreation Needs Survey for the City of Oregon City during the months of summer 2022. The survey will help the Oregon City Parks and Recreation Department plan for future recreation programs and facilities that meet the community's needs and preferences.

The goal was to complete a minimum of 400 completed surveys from residents. The goal was exceeded with 401 completed surveys collected. The overall results for the sample of 401 households have a precision of at least +/4.8 at the 95% level of confidence.

FACILITY/AMENITY PRIORITIES

Based the Priority Investment Rating (PIR), the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (PIR=200)
- Multi-use unpaved trails (PIR=166.7)
- Water access (PIR=123.2)
- Outdoor amphitheater (PIR=114.7)
- Indoor walking/jogging track (PIR=112.1)
- Large community parks (PIR=111.7)
- Open space & conservation areas (PIR=111.2)
- Fenced dog park (PIR=110.2)
- Small neighborhood parks (PIR=102.5)

The chart below shows the Priority Investment Rating for each of the 32 facilities / amenities assessed on the survey

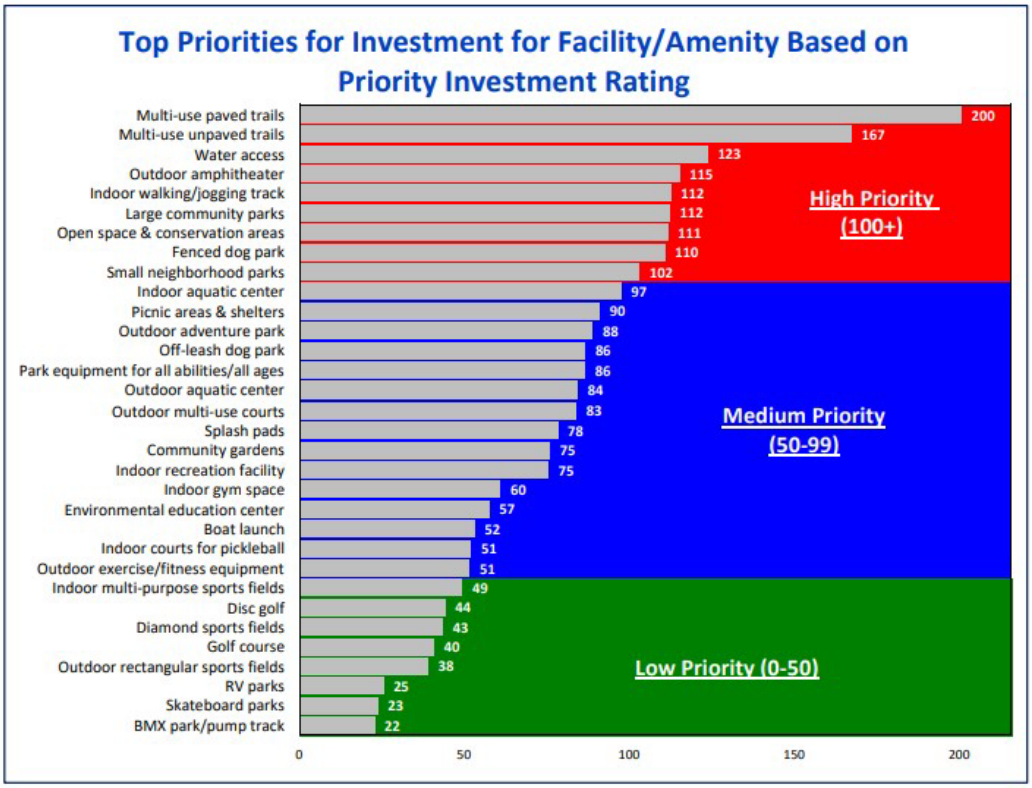


Figure 5: Priority Investment Ratings for Facilities/Amenities

RECREATION PROGRAMMING PRIORITIES

Based the Priority Investment Rating (PIR), the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (PIR=158)
- Adult fitness & wellness programs (PIR=148)
- Community special events (PIR=133)
- Cultural enrichment programs/events (PIR=117)

The chart below shows the Priority Investment Rating for each of the 30 programs assessed.

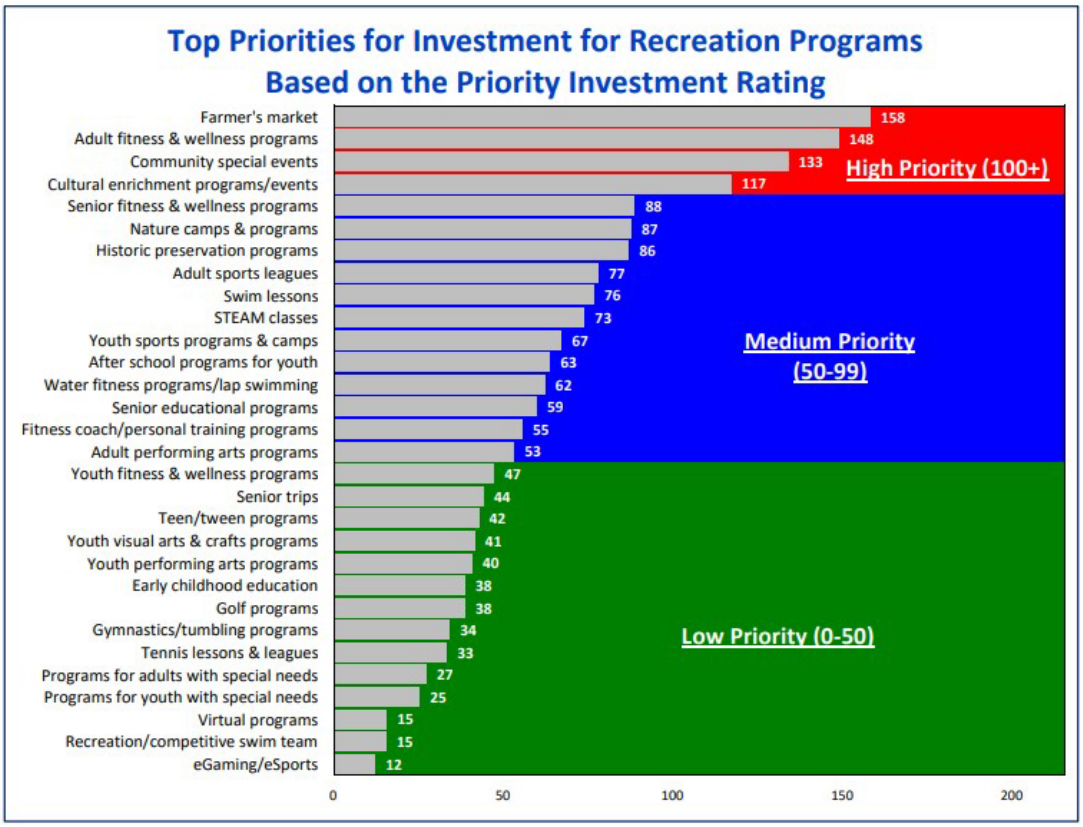


Figure 6: Priority Investment Ratings for Recreation Programs

1.5.4 STATISTICALLY-VALID AND ONLINE SURVEY COMPARISION

- **Survey Respondents:** The higher percentages of usage/participation shown in the Online Community Survey can be attributed to the fact that online surveys are typically taken by current, engaged users of the organization's services/facilities/amenities. The random selection of the Statistically Valid survey means a higher likelihood of non-users giving their feedback and is a better representation of the community.
- **Facility / Amenity Importance:** In the facility/amenity importance section, Online Community Survey participants valued more active recreation amenities, which aligns with the higher total number of youths in their households between the ages of 0-19.
- **New Addition:** The results indicated a desire for a Farmer's Market in the community.

- **Preferred Methods of Learning:** The survey results indicated that community members' preferred methods for learning about programs and events is through the Trails News Quarterly Magazine and social media.
- **Top Two Barriers:** The survey results indicated that lack of awareness and lack of facility features community members want to use are the top two barriers to using current facilities/amenities.
- **Perception of Value:** The survey results show that over 60% of respondents in both surveys saw an increase or significant increase in their perception of value, while only 4% shared they saw a decrease at some level.

1.5.5 EQUITY MAPS

Service area maps and standards help the Department evaluate where their services are provided, the fairness of service distribution across their area of operation, and the effectiveness of the service relative to population densities. Moreover, by considering population-based guidelines, the Department can identify where there are service gaps or overlaps, where additional facilities are required, or where a region is excessively served. This understanding allows the Department to make well-informed capital improvement decisions to fulfill system-wide needs, while also considering the impact of these decisions on specific areas.

The population data used to develop these standards comes from the 2022 population estimate reported by the Environmental Systems Research Institute, Inc. (ESRI). The shaded regions on the Equity Maps represent the service level, indicating the population served by a particular type of park or amenity.

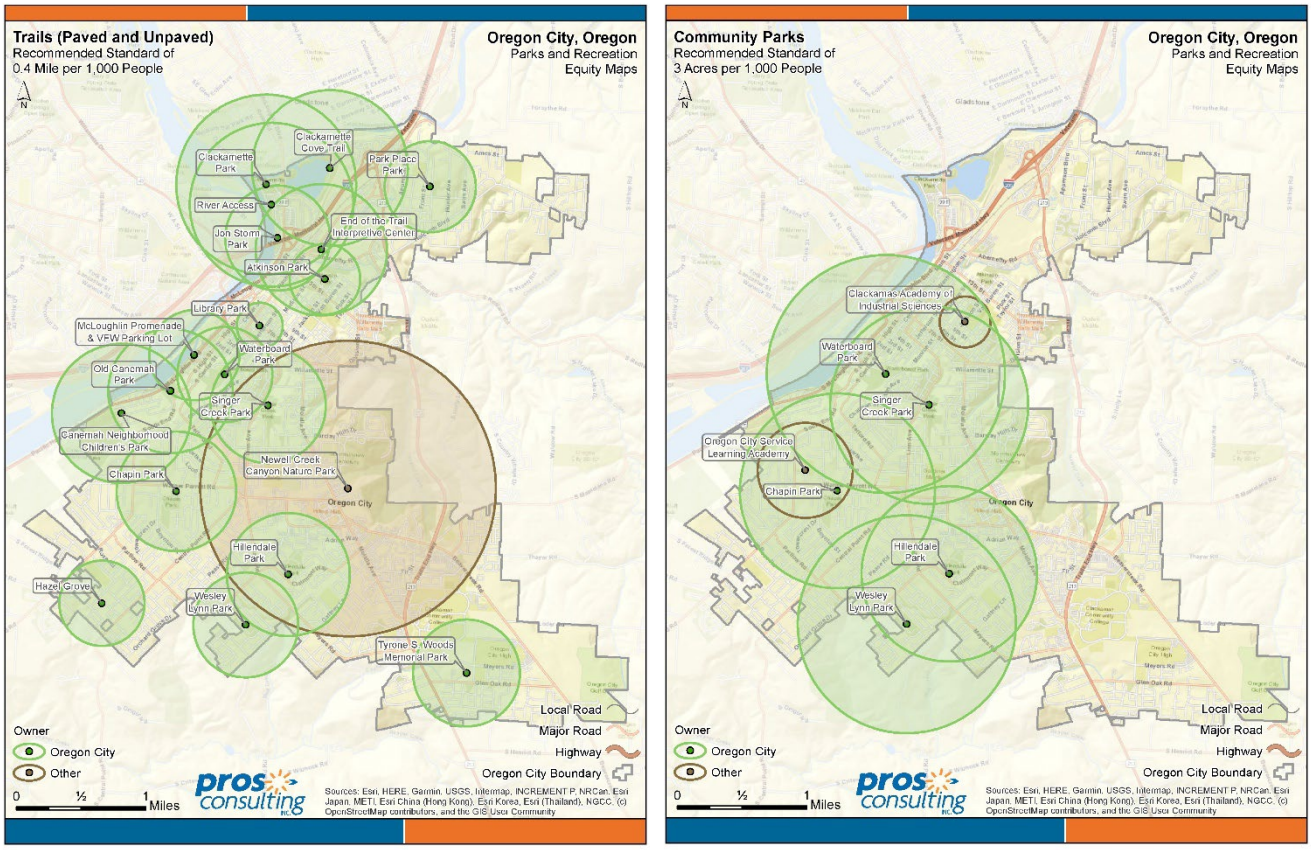


Figure 7: Equity Maps

1.5.6 RECREATION PROGRAM ASSESSMENT

The consultant team assessed the recreation program and operations of the Department. The assessment offers an in-depth perspective of offerings and helps identify strengths, challenges, and opportunities. The assessment also assists in identifying core programs, program gaps within the community, key system-wide issues, staffing, volunteer and partnership opportunities, and future programs and services for residents and visitors.

Below are some overall observations from the program assessment sheet analysis:

- **Age segment analysis** shows that all eight Core Program Areas have a primary focus on adult programming. Age segmentation needs to be monitored annually to ensure program distribution aligns with the Department's mission of ensuring it provides services for all ages.
- **Program lifecycles:** Currently 46% of programs fall within the "Saturation" stage (recommended 0-10%) with 23% falling in the "Introduction, Take-Off, Growth" stage (recommended 50-60%). This indicates that the Department may benefit from repositioning programs and adding new opportunities based on community needs and input. A complete description of Lifecycle Stages can be found in **4.3.9**.
- From a **marketing and promotions** standpoint, the staff utilizes a variety of marketing methods including printed and online program guides, website, flyers/brochures, direct mail, email blasts, marquees signs, in-facility signage, and various social media channels as a part of the marketing mix. The Department would benefit from identifying Return on Investment (ROI) for all marketing initiatives going forward.
- There is an opportunity to increase **social media** presence and use the medium to better tell the department's story and share the impact it has on the community.
- Currently, **customer feedback** methods are limited. It is highly recommended that the Department begins incorporating user feedback, on a more consistent basis, as a key performance measure that can be tracked over time. Specifically, pre- and post-program evaluation, lost customer surveys, and focus groups are strong feedback tools to be used moving forward.
- The Department's core program areas currently utilize multiple **pricing strategies**, with all core program areas using at least three different strategies.
- **Cost Recovery Goals** have been captured within the Financial Support & Sustainability Strategy 2021-2023. The Department is currently tracking cost recovery performance and should continue to do so.

1.5.7 FUNDING & REVENUE STRATEGIES

The purpose of developing funding and revenue strategies is to help the Department prepare for the plan's implementation by identifying viable funding opportunities and sharing strategies that have been used by other agencies in Oregon and throughout the United States.

It is essential to identify new and sustainable funding sources to ensure the continued growth and maintenance of the Department's parks and recreation system. The key to future growth is diversification of funding sources which will help support the development and sustainability of the initiatives recommended in this plan.

The sources in this section have been selected based on the Department's desire to pursue them further and their viability. These are meant to serve as recommendations and guidelines and do not commit the City or the staff to pursue them.

Full recommendations can be found in Section 5.3

1.5.8 BENCHMARK ANALYSIS

The Consulting team, with assistance from Oregon City staff, identified operating metrics to benchmark the Parks and Recreation Department against comparable parks and recreation agencies. The goal of this analysis is to evaluate how the Department is positioned among peer agencies. The benchmark assessment is organized into specific categories based on peer agency responses to targeted questions that lend an encompassing view of each system's operating metrics as compared to Oregon City.

The agencies selected for the benchmark were the City of Albany Parks and Recreation, the City of Lake Oswego Parks and Recreation (CAPRA Accredited, Gold Medal Award Finalist), the City of Medford Parks and Recreation (CAPRA Accredited), and the City of Pendleton Parks and Recreation. This allowed Oregon City to compare itself to some of the top-performing agencies in Oregon.

STRENGTHS

Of the agencies compared in this benchmark, Oregon City ranks first in total square footage per resident for indoor recreation space. Oregon City is also above the national median for revenue per resident, cost recovery, and total spending per resident in operating expenses.

- Indoor Square Footage – Oregon City has 1.47 total square feet per resident and is the only benchmarked agency with an indoor aquatic space.
- Revenue – Oregon City generates $52.22 in revenue per resident, which is above the NRPA Median of $22.99 for agencies with populations between 20,000 and 49 999.
- Operating Expenses - Oregon City spends $115.58 per resident on operating expenses, which is also above the NRPA Median of $110.32.

OPPORTUNITIES

This benchmark study uncovered some limitations and opportunities for Oregon City.

- Oregon City ranks last in marketing and program budget.
- Marketing- The Statistically Valid Survey results showed that 38% of Oregon City residents responded, "I don't know what's offered," as a barrier to program participation. Oregon City currently allocates less than 1% of its overall operational budget to marketing. The recommended percentage is at least 3% of the total operating budget.

- Program Budget – Oregon City has a program budget of just $2.12 per resident on programs and is the lowest ranked of the benchmarked agencies. The fourth-ranked agency spent $14.34 per resident.

Overall, the benchmark analysis reveals that Oregon City has great potential for enhancing its offerings to meet the needs and desires of the community. There are opportunities to increase funding for marketing and overall dollars spent on programs for the community. The Master Plan's recommendations will use this data and help establish strategic goals to pursue along with key performance indicators (KPIs) that will be tracked and measured over time as the Department continues to pursue excellence in all aspects of its operations.

1.6 CONCLUSION

In closing, the Oregon City Parks Master Plan serves not merely as an elaborate guide for park development, but as a beacon that illuminates the way forward with its core values: Collaboration, Engagement, Respect, Transparency, and Servant Leadership. These guiding principles shape an organizational culture that deeply respects the diverse voices of Oregon City's residents.

The master plan has been crafted through a highly collaborative process, incorporating meaningful feedback from community members, local organizations, and experts in the field. This wide-ranging dialogue fosters a shared sense of ownership and collective accountability, thereby embodying the essence of being Collaborative and Engaged.

With a focus on Respect, the plan champions equitable access to park facilities and recreational activities for all. It acknowledges the role of parks in advancing social unity, mental and physical health, as well as a sense of belonging among the community. Aimed at accommodating individuals across all ages, abilities, and backgrounds, the plan is devoted to inclusivity, thereby reinforcing social cohesion and connectedness.

Transparency is more than a buzzword in this master plan; it is a cornerstone. From the planning stage to decision-making to implementation, all aspects are communicated openly, including via the project website www.orcityparksandplay.org . This open communication not only builds trust but also stimulates continuous public engagement, empowering residents to be active participants in the park system's ongoing evolution.

Embodying the value of Servant Leadership, the master plan sets an exemplary standard for park management. It is a vision that is not only aspirational but also practical, as it accounts for adequate funding and resources needed for successful implementation. By staying true to these values, the plan positions Oregon City to fulfill its mission: to serve as an inclusive, sustainable, and impactful agency, committed to enriching the lives of its community.

Through adherence to these core values, the Oregon City Parks Master Plan offers more than just a strategic path; it serves as a testament to the values and aspirations that make our community strong and resilient.

CHAPTER TWO – COMMUNITY PROFILE

2.1 DEMOGRAPHIC AND RECREATION TRENDS ANALYSIS

2.1.1 INTRODUCTION

A key component of the Plan is a Demographic & Recreation Trends Analysis. The purpose of this analysis is to provide the Department with insight into the general makeup of the population they serve and identify market trends in recreation. It also helps quantify the market in and around the City and assists in providing a better understanding of the types of parks, facilities, and programs/services that are most appropriate to satisfy the needs of the residents.

This analysis is two-fold – it aims to answer the *who* and the *what*. First, it assesses the demographic characteristics and population projections of City residents to understand *who* the Department serves. Secondly, recreational trends are examined on a national and local level to understand *what* the population served wants to do. Findings from this analysis establish a fundamental understanding that provides a basis for prioritizing the community's need for parks, trails, facilities, and recreation programs.

2.1.2 DEMOGRAPHIC ANALYSIS

The Demographic Analysis describes the population within the City. This assessment is reflective of the City's total population and its key characteristics such as age segments, race, ethnicity, and income levels. It is important to note that future projections are based on historical patterns, and unforeseen circumstances during or after the time of the analysis could have a significant bearing on the validity of the projected figures.

The infographic below provides an overview of the City's populace based on current estimates of the 2022 population. Further analysis of each of these demographic characteristics (population, age segments, race, ethnicity, and income) can be found in starting in section 2.1.5.

2.1.3 DEMOGRAPHIC OVERVIEW

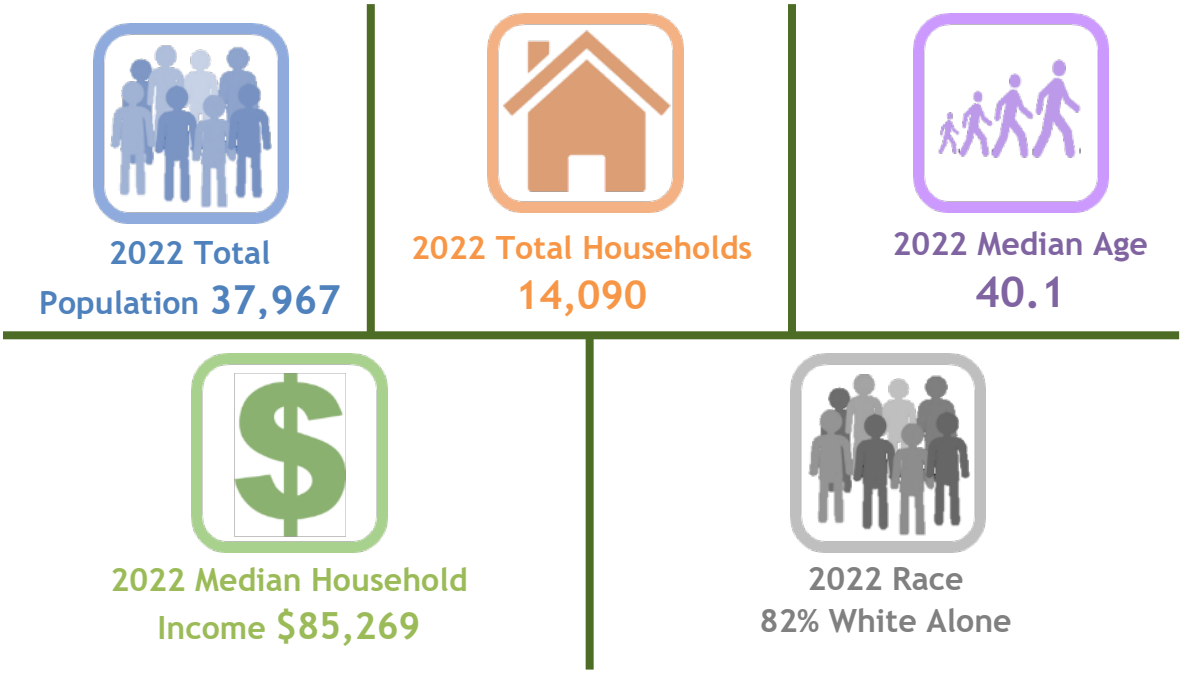


Figure 8: Demographics Infographic

2.1.4 METHODOLOGY

Demographic data used for the analysis was obtained from U.S. Census Bureau and from Environmental Systems Research Institute, Inc. (ESRI), the largest research and development organization dedicated to Geographical Information Systems (GIS) and specializing in population projections and market trends. All data was acquired in July 2022 and reflects actual numbers as reported in the 2020 Census. ESRI then estimates the current population (2022) as well as a 5-year projection (2027). The Consulting team then utilized straight-line linear regression to forecast demographic characteristics for 10 and 15-year projections (2032 and 2037).

DEMOGRAPHIC ANALYSIS BOUNDARY

The City boundaries shown below were utilized for the demographic analysis (***see Figure 9***).

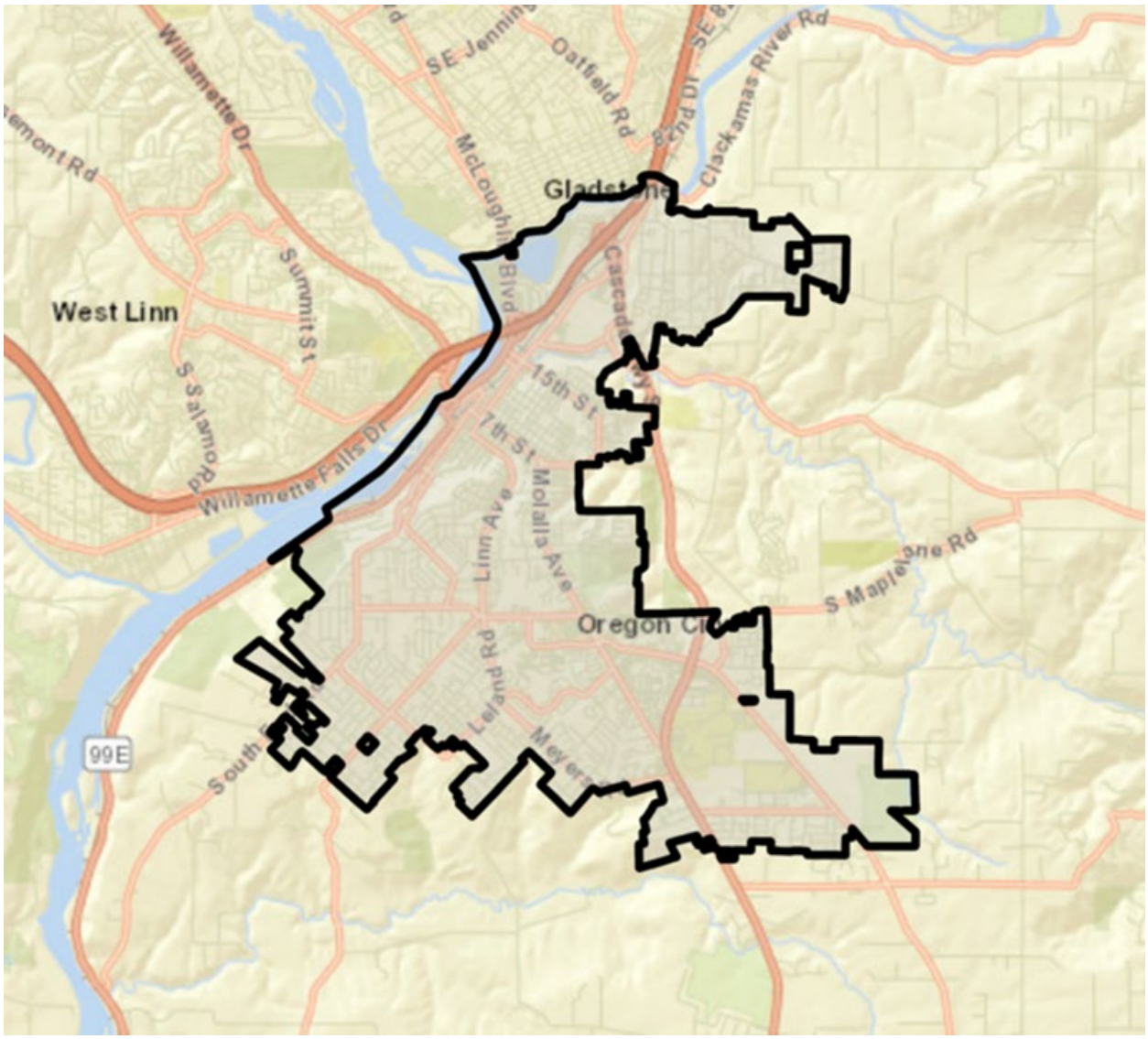


Figure 9: Boundary of Oregon City, Oregon

2.1.5 CITY POPULACE

POPULATION

The City's population grew steadily between 2010 and 2020 Census, with an average annual growth rate of 1.30%. This is significantly above the national annual growth rate of 0.71% over this time span. This growth rate is projected to grow steadily in the upcoming years, however at a slower rate. Similar to population, the total number of households also experienced a substantial increase of 1.15% between the 2010 and 2020 Census (national average of household annual growth was 0.80%). Currently, the population is estimated at 37,967 individuals living within 14,090 households. By 2037, the City's population is projected to be 42,488 residents living within 15,591 households which would indicate a need for higher level of service requirements. See ***Figures 10 & 11*** below.

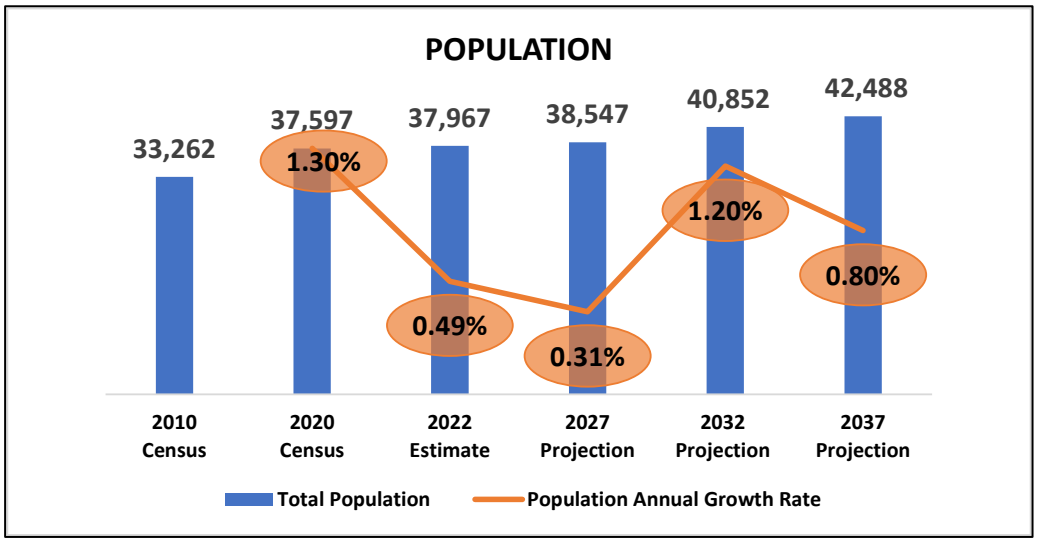


Figure 10: Average Annual Growth Rate and Population Projections for Oregon City

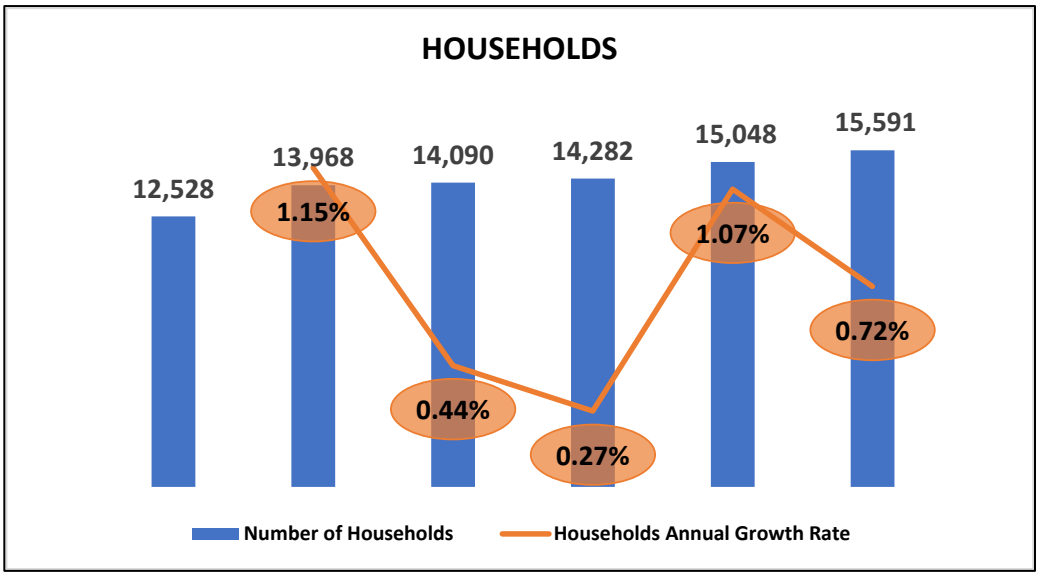


Figure 11: Average Annual Growth Rate and Household Projections for Oregon City

AGE SEGMENT

Evaluating the City's age segmentation, the population exhibits a minor aging trend, with approximately 31% of all residents being 55+ years old. The City's current median age is estimated at 40.1 years old which is older than U.S. median age (38.8 years old). Assessing the population, the City is projected to continue a gradual aging trend. Within the next 5 years, the 55+ population is expected to be around 35% percent of the City's total population (**see Figure 13**). This is expected to be a result of increased life expectancies and many middle-aged adult residents "aging in place" while their children move elsewhere.

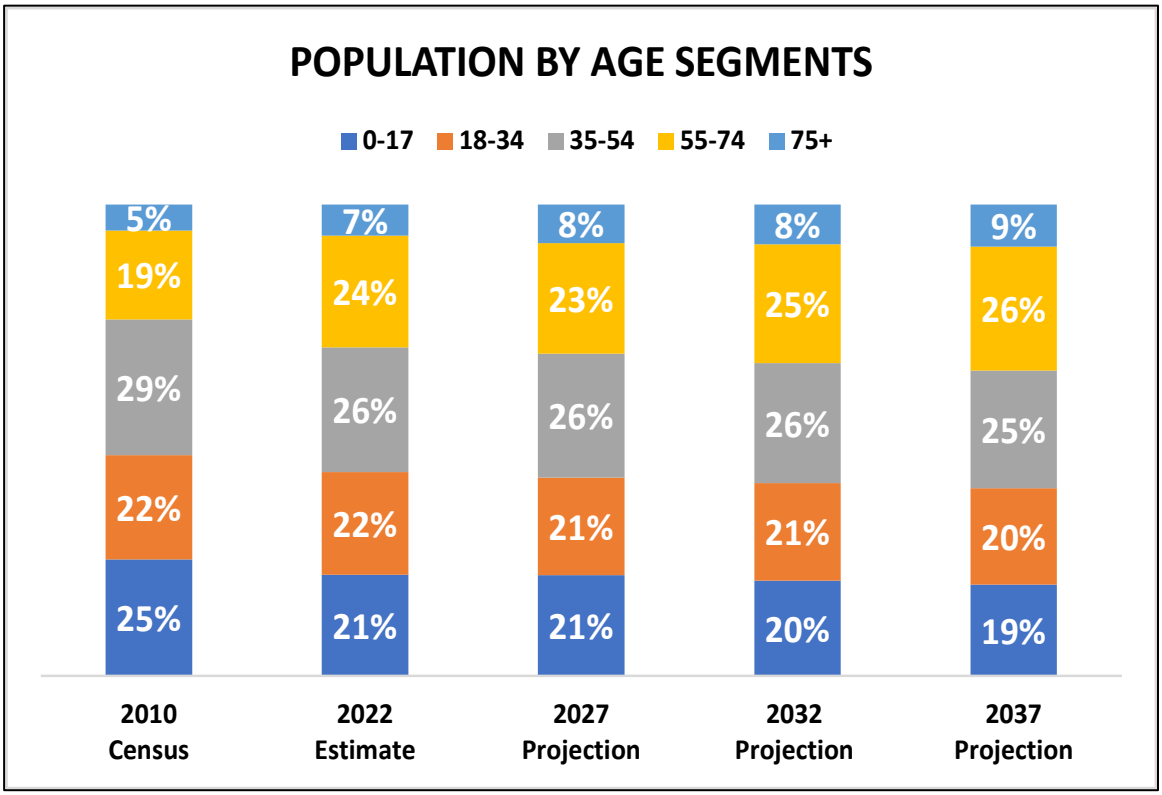


Figure 12: Population by Age Segments

Due to the continued growth of the older age segments, it is useful to further segment the "Senior" population beyond the traditional 55+ designation. Within the field of parks and recreation, there are two commonly used ways to partition this age segment. One is to simply segment by age: 55-64, 65-74, and 75+. However, as these age segments are engaged in programming, the variability of health and wellness can be a more relevant factor.

For example, a 55-year-old who is struggling with rheumatoid arthritis may be limited to leisure recreation while a healthy 65-year-old may still be running 5K's on an annual basis. Therefore, it may be more useful to divide this age segment into "Active," "Low-Impact," and/or "Social" Seniors.

RACE AND ETHNICITY DEFINITIONS

The minimum categories for data on race and ethnicity for Federal statistics, program administrative reporting, and civil rights compliance reporting are defined below. The Census 2020 data on race are not directly comparable with data from the 2010 Census and earlier censuses; therefore, caution must be used when interpreting changes in the racial composition of the US population over time. The latest (Census 2020) definitions and nomenclature are used within this analysis.

- **American Indian -** This includes a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment
- **Asian** – This includes a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
- **Black or African American -** This includes a person having origins in any of the black racial groups of Africa
- **Native Hawaiian or Other Pacific Islander** – This includes a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands
- **White -** This includes a person having origins in any of the original peoples of Europe, the Middle East, or North Africa
- **Hispanic or Latino -** This is an ethnic distinction, a subset of a race as defined by the Federal Government; this includes a person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race

Census states that the race and ethnicity categories generally reflect social definitions in the U.S. and are not an attempt to define race and ethnicity biologically, anthropologically, or genetically. We recognize that the race and ethnicity categories include racial, ethnic, and national origins and sociocultural groups."

Please Note: The Census Bureau defines Race as a person's self-identification with one or more of the following social groups: White, Black, or African American, Asian, American Indian and Alaska Native, Native Hawaiian and Other Pacific Islander, some other race, or a combination of these. While Ethnicity is defined as whether a person is of Hispanic / Latino origin or not. For this reason, the Hispanic / Latino ethnicity is viewed as separate from race throughout this demographic analysis.

RACE

Analyzing race, the City's current population is predominantly White Alone. The 2022 estimate shows that 82% of the population falls into the White Alone category, with two or more races (10%) representing the largest minority. The 2022 estimate also portrays a below-average representation for other race groups, with Pacific Islanders making up the smallest segment which is less than one percent of the population. Predictions for 2037 expect the population to become slightly more diverse, with a decrease in the White Alone population, accompanied by minor increases in all other race categories. **(Figure 13).**

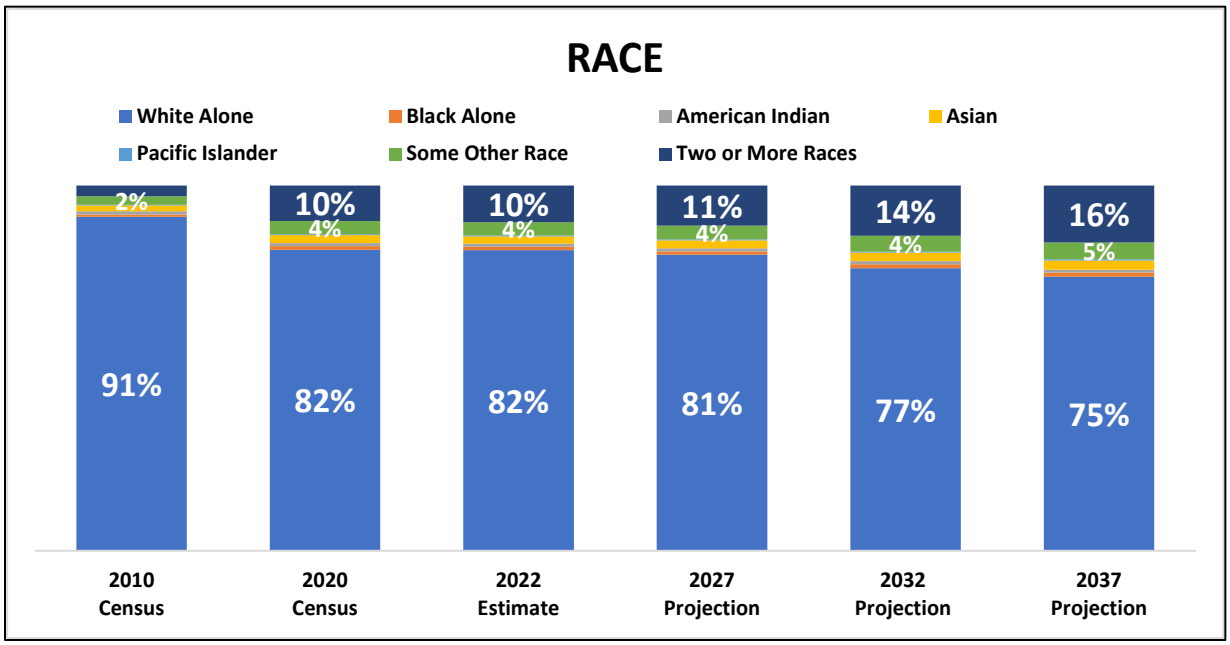


Figure 13: Population by Race

The City's population was also assessed based on Hispanic/Latino ethnicity, which by the Census Bureau definition, is viewed independently from race. It is important to note that individuals who are Hispanic/La tino in ethnicity can also identify with any racial categories identified above.

Based on the current 2022 estimate, people of Hispanic/ Latino origin represent approximately 9% of the City's population, which is substantially below the national average (18.9% Hispanic/Latino). However, the Hispanic/ Latino population has increased since the 2010 census and is expected to reach 11% of the City's total population by 2037. **(see Figure 14).**

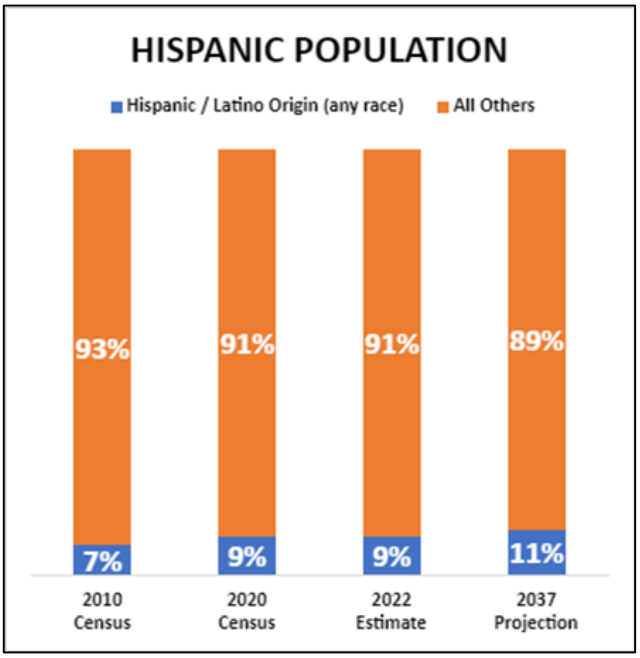


Figure 14: Population by Ethnicity

HOUSEHOLD INCOME

As seen below, the City's per capita income ($40,049) and median household income ($85,269) are both higher than the state ($35,393 & $65,667) and national averages ($35,384 & $64,994). The per capita income is what is earned by an individual and the median household income is based on the total income of everyone over the age of sixteen living in the same household. These above average income characteristics indicate a higher expectation of quality and overall experience from the community that the Department serves.

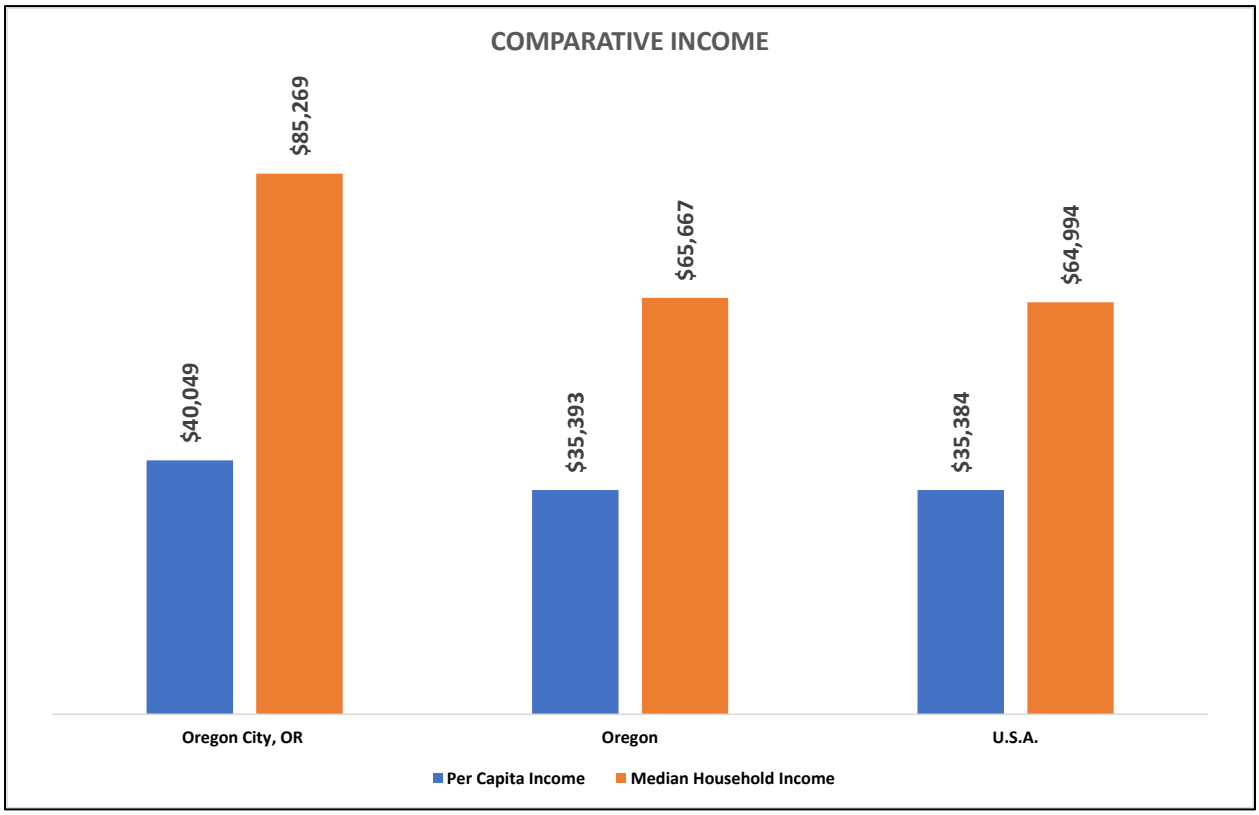


Figure 15:Comparative Income for Oregon City

2.1.6 RECREATIONAL TRENDS ANALYSIS

The Trends Analysis provides an understanding of national, regional, and local recreational trends as well as recreational interest by age segments. Trends data used for this analysis was obtained from Sports & Fitness Industry Association's (SFIA), National Recreation and Park Association (NRPA), and Environmental Systems Research Institute, Inc. (ESRI). All trend data is based on current and/or historical participation rates, statistically valid survey results, or NRPA Park Metrics.

2.1.7 NATIONAL TRENDS IN RECREATION

METHODOLOGY

The Sports & Fitness Industry Association's (SFIA*) Sports, Fitness & Leisure Activities Topline Participation Report 2022* was utilized in evaluating the following trends:

- National Recreation Participatory Trends
- Core vs. Casual Participation Trends

The study is based on findings from surveys carried out in 2021 by the Physical Activity Council (PAC), resulting in a total of 18,000 online interviews. Surveys were administered to all genders, ages, income levels, regions, and ethnicities to allow for statistical accuracy of the national population. A sample size of 18,000 completed interviews is considered by SFIA to result in a high degree of statistical accuracy. A sport with a participation rate of five percent has a confidence interval of plus or minus 0.32 percentage points at a 95 percent confidence level. Using a weighting technique, survey results are applied to the total U.S. population figure of 304,745,039 people (ages six and older).

The purpose of the report is to establish levels of activity and identify key participatory trends in recreation across the U.S. This study looked at 118 different sports/activities and subdivided them into various categories including sports, fitness, outdoor activities, aquatics, etc.

CORE VS. CASUAL PARTICIPATION

In addition to overall participation rates, SFIA further categorizes active participants as either core or casual participants based on frequency of participation. Core participants have higher participatory frequency than casual participants. The thresholds that define casual versus core participation may vary based on the nature of each individual activity. For instance, core participants engage in most fitness activities more than 50 times per year, while for sports, the threshold for core participation is typically 13-times per year.

In each activity, core participants are more committed and tend to be less likely to switch to other activities or become inactive (engage in no physical activity) than casual participants. This may also explain why activities with more core participants tend to experience less pattern shifts in participation rates than those with larger groups of casual participants.

2.1.8 IMPACT OF COVID-19

Approximately 232.6 million people ages 6 and over reported being active in 2021, which is a 1.3% increase from 2020 and the greatest number of active Americans in the last 5 years **(see Figure 17)**. There were more things to do as outdoor activities thrived, fitness at home became more popular, and team sports started back up after the COVID-19 hiatus.

Americans continued to practice yoga, attend Pilates training, and workout with kettlebells. They were drawn to the ease of pickleball and the competitiveness of tennis. Many started indoor climbing, while others took to the hiking trail. The waterways traffic had an increase of stand-up paddlers, kayaks, and jet skis. Gymnastics, swimming on a team, court volleyball, and fast-pitch softball benefited from the participation boom created from the Olympics.

Water sports had the largest gain in participation rates. Activities such as kayaking, stand-up paddling, and boardsailing/windsurfing all contributed to the 2% increase. Outdoor sports continued to grow with 53.9% of the U.S. population participating. This rate remains higher than pre-pandemic levels, having a 6.2% gain over 50.7% participation rate in 2019. The largest contributor to this gain was trail running having increased 5.6% in one year and 13.9% from 2019.

Generationally, fitness sports continue to be the go-to means of exercise for Boomers, Gen X, and Millennials. Over half of the Gen X, Millennials, and Gen Z generation participated in one type of outdoor activity. Team sports were heavily dominated by generation Gen Z.

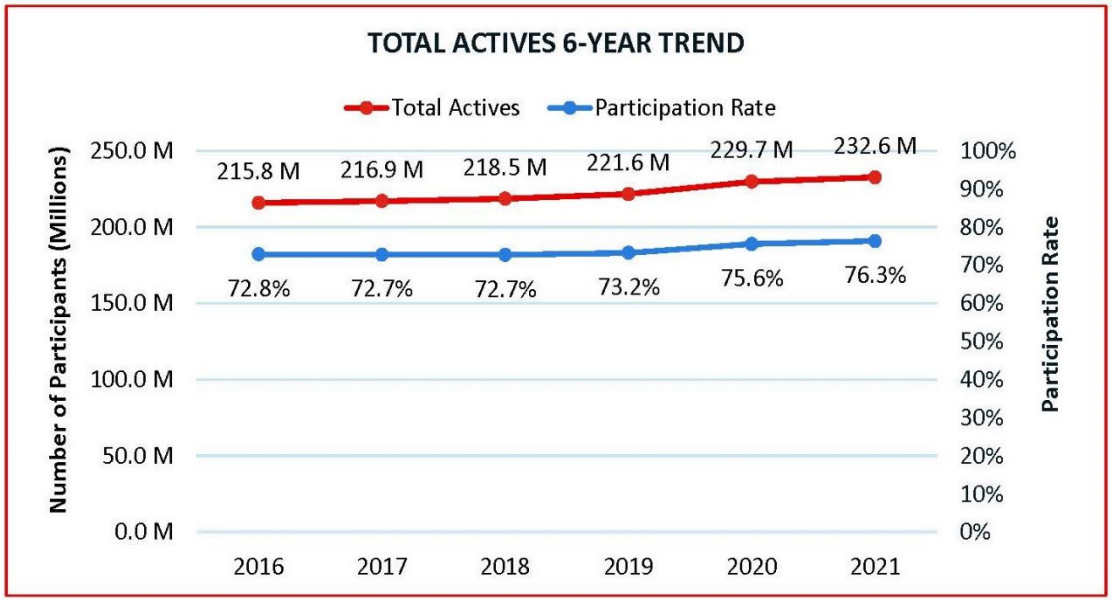


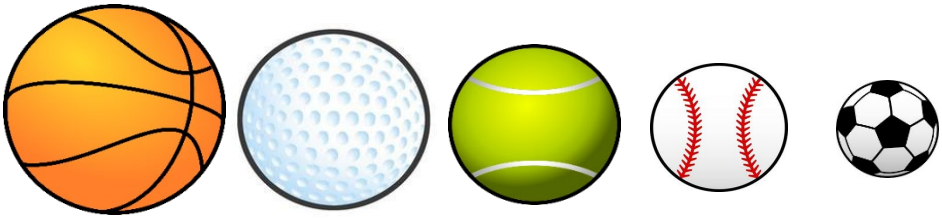
Figure 16: Total Active Americans by year

2.1.9 NATIONAL TRENDS IN RECREATION

PARTICIPATION LEVELS

The top sports most heavily participated in the United States were Basketball (27.1 million), Golf (25.1 million), and Tennis (22.6 million) which have participation figures greater than the other activities within the general sports category. Baseball (15.5 million), and Outdoor Soccer (12.5 million) round out the top five.

The popularity of Basketball, Golf, and Tennis can be attributed to the ability to compete with a relatively small number of participants; this coupled with an ability to be played outdoors and/or properly distanced helps explain their popularity during the COVID-19 pandemic. Basketball's overall success can also be attributed to the limited amount of equipment needed to participate and the limited space requirements necessary, which make basketball the only traditional sport that can be played at many American dwellings as a driveway pickup game. Golf continues to benefit from its wide age segment appeal and is considered a life-long sport. In addition, target-type game venues or Golf Entertainment Venues have increased drastically (72.3%) as a 5-year trend, using Golf Entertainment (e.g., Top Golf) as a new alternative to breathe life back into the game of golf.



Basketball	Golf	Tennis	Baseball	Soccer
27.1 Million	25.1 Million	22.6 Million	15.5 Million	12.5 Million

FIVE-YEAR TREND

Since 2016, Pickleball (71.2%), Golf- Entertainment Venues (51.3%), and Tennis (25.1%) have shown the largest increase in participation. Similarly, Boxing for Fitness (21.4%) and Competition (20.7%) have also experienced significant growth. Based on the five-year trend from 2016-2021, the sports that are most rapidly declining in participation include Ultimate Frisbee (-40.4%), Roller Hockey (-26.1%), Volleyball (Sand/Beach) (-23.8%), Squash (-23.5%), Slow Pitch Softball (-21.9%), and Gymnastics (-20.7%).

ONE-YEAR TREND

The most recent year shares some similarities with the five-year trends, with Pickleball (14.8%) and Boxing for Competition (7.3%) experiencing some of the greatest increases in participation this past year. The greatest one-year increases also include Fast Pitch Softball (15.3%), Gymnastics (10.9%), and Court Volleyball (8.1%). Basketball (-2.2%), Flag Football (-1.6%), Indoor Soccer (-0.6%), and Baseball (-0.5%) have shown a five-year trend increase, but a one-year trend decrease. This is likely a direct result of the growth coming out of the COVID-19 pandemic when all participation rates were minimal or non-existent. Similarly, other team sports such as Ultimate Frisbee (-5.8%), Slow Pitch Softball (-5.4%), Roller Hockey (-5%), Racquetball (-4.8%) and Beach/Sand Volleyball (-3.1%), also had significant decreases in participation over the last year.

CORE VS. CASUAL TRENDS IN GENERAL SPORTS

Highly participated in sports, such as Basketball, Baseball, and Slow Pitch Softball generally have a larger core participant base (participate 13+ times per year) than casual participant base (participate 1-12 times per year). Due to the COVID-19 Pandemic, most activities showed a decrease in their percentage of core participants. However, there were significant increases in the percentage of casual participation for Court Volleyball, Pickleball, Fast Pitch Softball, Gymnastics and Lacrosse in the past year. *Please see **Appendix A** for full Core vs. Casual Participation breakdown.*

National Participatory Trends - General Sports					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Basketball	22,343	27,753	27,135	21.4%	-2.2%
Golf (9 or 18-Hole Course)	23,815	24,804	25,111	5.4%	1.2%
Tennis	18,079	21,642	22,617	25.1%	4.5%
Baseball	14,760	15,731	15,587	5.6%	-0.9%
Soccer (Outdoor)	11,932	12,444	12,556	5.2%	0.9%
Golf (Entertainment Venue)	8,173	12,057	12,362	51.3%	2.5%
Softball (Slow Pitch)	7,690	6,349	6,008	-21.9%	-5.4%
Football (Flag)	6,173	7,001	6,889	11.6%	-1.6%
Volleyball (Court)	6,216	5,410	5,849	-5.9%	8.1%
Badminton	7,354	5,862	6,061	-17.6%	3.4%
Soccer (Indoor)	5,117	5,440	5,408	5.7%	-0.6%
Football (Touch)	5,686	4,846	4,884	-14.1%	0.8%
Football (Tackle)	5,481	5,054	5,228	-4.6%	3.4%
Gymnastics	5,381	3,848	4,268	-20.7%	10.9%
Volleyball (Sand/Beach)	5,489	4,320	4,184	-23.8%	-3.1%
Track and Field	4,116	3,636	3,587	-12.9%	-1.3%
Cheerleading	4,029	3,308	3,465	-14.0%	4.7%
Pickleball	2,815	4,199	4,819	71.2%	14.8%
Racquetball	3,579	3,426	3,260	-8.9%	-4.8%
Ice Hockey	2,697	2,270	2,306	-14.5%	1.6%
Ultimate Frisbee	3,673	2,325	2,190	-40.4%	-5.8%
Softball (Fast Pitch)	2,467	1,811	2,088	-15.4%	15.3%
Lacrosse	2,090	1,884	1,892	-9.5%	0.4%
Wrestling	1,922	1,931	1,937	0.8%	0.3%
Roller Hockey	1,929	1,500	1,425	-26.1%	-5.0%
Boxing for Competition	1,210	1,361	1,460	20.7%	7.3%
Rugby	1,550	1,242	1,238	-20.1%	-0.3%
Squash	1,549	1,163	1,185	-23.5%	1.9%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 17: General Sports Participation Trends

2.1.10 NATIONAL TRENDS IN GENERAL FITNESS

PARTICIPATION LEVELS

Overall, national participatory trends in fitness have experienced strong growth in recent years. Many of these activities have become popular due to an increased interest among Americans to improve their health and enhance quality of life by engaging in an active lifestyle. The most popular general fitness activities in 2021 also were those that could be done at home or in a virtual class environment. The activities with the most participation was Fitness Walking (115.8 million), Treadmill (53.6 million), Free Weights (52.6 million), Running/Jogging (48.9 million), and Yoga (34.3 million).

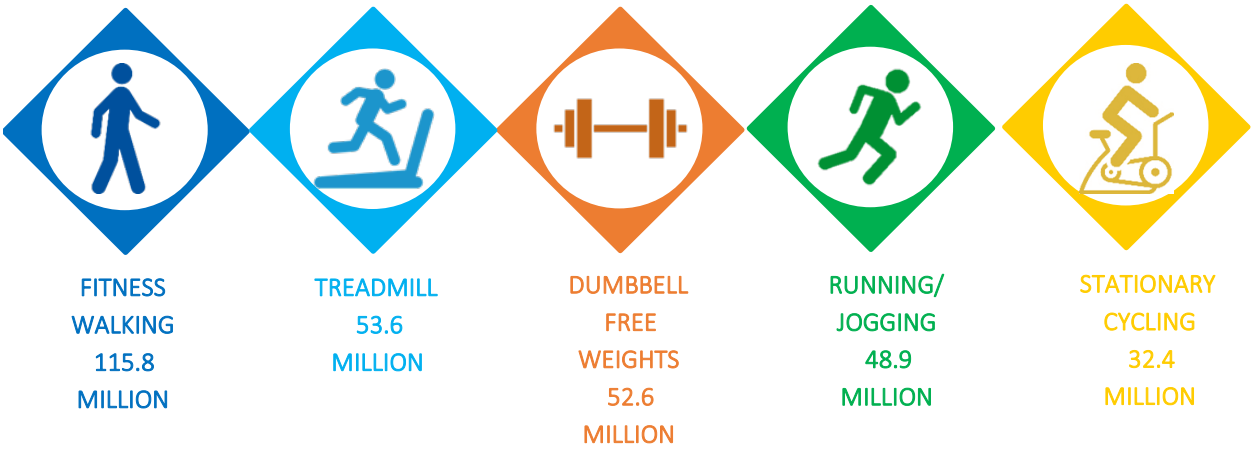


Figure 18: National Fitness Participation

FIVE-YEAR TREND

Over the last five years (2016-2021), the activities growing at the highest rate are Trail Running (45.9%), Yoga (30.8%), Dance, Step & Choreographed Exercise (13.3%), and Pilates Training (9.6%). Over the same time frame, the activities that have undergone the biggest decline include Group Stationary Cycling (33.5%), Traditional Triathlon (26.4%), Cardio Kickboxing (-26.1%), Cross-Training Style Workout (-24.4%) and Non-Traditional Triathlons (-23.5%).

ONE-YEAR TREND

In the last year, activities with the largest gains in participation were those that can be done alone at home or socially distanced outdoors. The top increases were in Treadmill (7.6%), Cross-Training Style Workouts (6.4%) Trail Running (5.6%), Yoga (4.7%), and Stair Climbing (4.7%). In the same span, the activities that had the largest decline in participation were those that would generally take more time and investment. The greatest drops were seen in Traditional Triathlon (-5.3%), Aerobics (-5.1%), Non-Traditional Triathlons (-4.3%), and Cardio Kickboxing (-3.7%). These trends may or may not continue the same way as more events (e.g., Triathlons) and indoor activities (Aerobics and Cardio Kickboxing) restart offerings as the pandemic numbers reduce in 2022.

CORE VS. CASUAL TRENDS IN GENERAL FITNESS

The most participated in fitness activities all had increases in their casual user base (participating 1-49 times per year) over the last year. These fitness activities include Fitness Walking, Free Weights, Running/Jogging, Treadmills, Yoga, and Recumbent/Upright Stationary Cycling. *Please see Appendix A for full Core vs. Casual Participation breakdown.*

National Participatory Trends - General Fitness					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Fitness Walking	107,895	114,044	115,814	7.3%	1.6%
Treadmill	51,872	49,832	53,627	3.4%	7.6%
Free Weights (Dumbbells/Hand Weights)	51,513	53,256	52,636	2.2%	-1.2%
Running/Jogging	47,384	50,652	48,977	3.4%	-3.3%
Stationary Cycling (Recumbent/Upright)	36,118	31,287	32,453	-10.1%	3.7%
Weight/Resistant Machines	35,768	30,651	30,577	-14.5%	-0.2%
Elliptical Motion Trainer	32,218	27,920	27,618	-14.3%	-1.1%
Yoga	26,268	32,808	34,347	30.8%	4.7%
Free Weights (Barbells)	26,473	28,790	28,243	6.7%	-1.9%
Dance, Step, & Choreographed Exercise	21,839	25,160	24,752	13.3%	-1.6%
Bodyweight Exercise	25,110	22,845	22,629	-9.9%	-0.9%
Aerobics (High Impact/Intensity Training HIT	10,575	10,954	10,400	-1.7%	-5.1%
Stair Climbing Machine	15,079	11,261	11,786	-21.8%	4.7%
Cross-Training Style Workout	12,914	9,179	9,764	-24.4%	6.4%
Trail Running	8,582	11,854	12,520	45.9%	5.6%
Stationary Cycling (Group)	8,937	6,054	5,939	-33.5%	-1.9%
Pilates Training	8,893	9,905	9,745	9.6%	-1.6%
Cardio Kickboxing	6,899	5,295	5,099	-26.1%	-3.7%
Boot Camp Style Cross-Training	6,583	4,969	5,169	-21.5%	4.0%
Martial Arts	5,745	6,064	6,186	7.7%	2.0%
Boxing for Fitness	5,175	5,230	5,237	1.2%	0.1%
Tai Chi	3,706	3,300	3,393	-8.4%	2.8%
Barre	3,329	3,579	3,659	9.9%	2.2%
Triathlon (Traditional/Road)	2,374	1,846	1,748	-26.4%	-5.3%
Triathlon (Non-Traditional/Off Road)	1,705	1,363	1,304	-23.5%	-4.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 19: National General Fitness Trends

2.1.11 NATIONAL TRENDS IN OUTDOOR RECREATION

PARTICIPATION LEVELS

Results from the SFIA report demonstrate strong growth in participation regarding outdoor/adventure recreation activities. Much like the general fitness activities, these activities encourage an active lifestyle, can be performed individually or with proper social distancing in a group, and are not as limited by time constraints. In 2020, the most popular activities, in terms of total participants, from the outdoor/adventure recreation category include: Day Hiking (57.8 million), Road Bicycling (44.5 million), Freshwater Fishing (42.6 million), Camping within ¼ mile of Vehicle/Home (36.1 million), and Recreational Vehicle Camping (17.8 million).

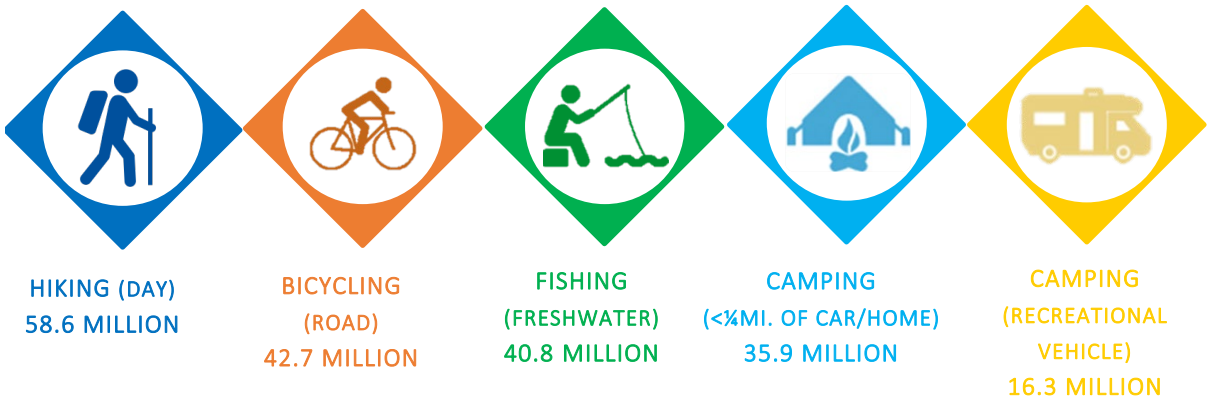


Figure 20: National Outdoor Recreation Participation

FIVE-YEAR TREND

From 2016-2021, Day Hiking (55.3%), BMX Bicycling (44.2%), Skateboarding (37.8%), Camping within ¼ mile of Vehicle/Home (30.1%), and Fly Fishing (27.3%) have undergone the largest increases in participation. The five-year trend also shows activities such as Adventure Racing (-31.4%), In-Line Roller Skating (-18.8%), Archery (-13.5%), and Traditional Climbing (-4.5%) to be the only activities with decreases in participation.

ONE-YEAR TREND

The one-year trend shows almost all activities growing in participation from the previous year. The most rapid growth being in Skateboarding (34.2%), Camping within ¼ mile of Vehicle/Home (28.0%), Birdwatching (18.8%), and Day Hiking (16.3%). Over the last year, the only activities that underwent decreases in participation were Adventure Racing (-8.3%) and Archery (-2.7%).

CORE VS. CASUAL TRENDS IN OUTDOOR RECREATION

Most outdoor activities have experienced participation growth in the last five- years. Although this is a positive trend, it should be noted that all outdoor activities participation, besides adventure racing, consist primarily of casual users. *Please see **Appendix A** for the full Core vs. Casual Participation breakdown.*

National Participatory Trends - Outdoor / Adventure Recreation					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Hiking (Day)	42,128	57,808	58,697	39.3%	1.5%
Bicycling (Road)	38,365	44,471	42,775	11.5%	-3.8%
Fishing (Freshwater)	38,121	42,556	40,853	7.2%	-4.0%
Camping (< 1/4 Mile of Vehicle/Home)	26,467	36,082	35,985	36.0%	-0.3%
Camping (Recreational Vehicle)	15,855	17,825	16,371	3.3%	-8.2%
Fishing (Saltwater)	12,266	14,527	13,790	12.4%	-5.1%
Birdwatching (>1/4 mile of Vehicle/Hom	11,589	15,228	14,815	27.8%	-2.7%
Backpacking Overnight	10,151	10,746	10,306	1.5%	-4.1%
Bicycling (Mountain)	8,615	8,998	8,693	0.9%	-3.4%
Archery	7,903	7,249	7,342	-7.1%	1.3%
Fishing (Fly)	6,456	7,753	7,458	15.5%	-3.8%
Skateboarding	6,442	8,872	8,747	35.8%	-1.4%
Climbing (Indoor)	-	5,535	5,684	N/A	2.7%
Roller Skating, In-Line	5,381	4,892	4,940	-8.2%	1.0%
Bicycling (BMX)	3,104	3,880	3,861	24.4%	-0.5%
Climbing (Traditional/Ice/Mountaineerir	2,790	2,456	2,374	-14.9%	-3.3%
Climbing (Sport/Boulder)	-	2,290	2,301	N/A	0.5%
Adventure Racing	2,999	1,966	1,826	-39.1%	-7.1%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 21: National Outdoor/Adventure Recreation Trends

2.1.12 NATIONAL TRENDS IN AQUATICS

PARTICIPATION LEVELS

Swimming is deemed as a lifetime activity, which is most likely why it continues to have such strong participation. In 2021, Fitness Swimming remained the overall leader in participation (25.6 million) amongst aquatic activities, even though most, if not all, aquatic facilities were forced to close at some point due to the COVID-19 pandemic.

SWIMMING (FITNESS) 25.6 MILLION

AQUATIC EXERCISE 10.4 MILLION

SWIMMING (COMPETITION) 2.8 MILLION

Figure 22: National Aquatics Participation

FIVE-YEAR TREND

Assessing the five-year trend, no activity has experienced an increase from 2016-2021, most likely due to the lack of facility access during Covid-19. While Fitness Swimming and Aquatic Exercise underwent a slight decline, dropping -3.7% and -1.7% respectively, Competitive Swimming suffered a -16.2% decline in participation.

ONE-YEAR TREND

The impact of the COVID-19 pandemic is seen here as most aquatic facilities were forced to shut down for some part of the year. This caused decreases to Aquatic Exercise (-5.1%) having the largest decline, followed by Fitness Swimming (-0.2%). Participation in Competitive swimming increased by 8%.

CORE VS. CASUAL TRENDS IN AQUATICS

Only Aquatic Exercise has undergone an increase in casual participation (1-49 times per year) over the last five years, however, they have all seen a drop in core participation (50+ times per year) in the same time frame. This happened before the COVID-19 pandemic, and the large decreases in all participation over the last year have furthered this trend. *Please see **Appendix A** for full Core vs. Casual Participation breakdown.*

National Participatory Trends - Aquatics					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Swimming (Fitness)	26,601	25,666	25,620	-3.7%	-0.2%
Aquatic Exercise	10,575	10,954	10,400	-1.7%	-5.1%
Swimming (Competition)	3,369	2,615	2,824	-16.2%	8.0%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 23: National Participatory Trends - Aquatics

2.1.13 NATIONAL TRENDS IN WATER SPORTS / ACTIVITIES

PARTICIPATION LEVEL

The most popular water sports / activities based on total participants in 2021 were Recreational Kayaking (13.3 million), Canoeing (9.2 million), and Snorkeling (7.3 million). It should be noted that water activity participation tends to vary based on regional, seasonal, and environmental factors. A region with more water access and a warmer climate is more likely to have a higher participation rate in water activities than a region that has a long winter season or limited water access. Therefore, when assessing trends in water sports and activities, it is important to understand that fluctuations may be the result of environmental barriers which can greatly influence water activity participation.

Kayaking 13.3 Million | Canoeing 9.2 Million | Snorkeling 7.3 Million | Jet Skiing 5.1 Million | Sailing 3.1 Million

FIVE-YEAR TREND

Over the last five years, Recreational Kayaking (33.3%), Surfing (24%), and Stand-Up Paddling (16.1%) were the fastest growing water activities. White Water Kayaking (1.4%) was the only other activity with an increase in participation. From 2016-2021, activities declining in participation most rapidly were Boardsailing/Windsurfing (-25.3%), Scuba Diving (-20.4%), Water Skiing (-17.4%), Sea Kayaking (-17.2%) Snorkeling (-16.1%), and Sailing (-15.4%).

ONE-YEAR TREND

Recreational Kayaking (2.7%) and Stand-Up Paddling (1.7%) were the activities that grew over the last 5 years and in the last one year. Activities which experienced the largest decreases in participation in the most recent year include Surfing (-8.9%), Snorkeling (-5.3%), Scuba Diving (-4.3%), and Canoeing (-4.1%).

CORE VS. CASUAL TRENDS IN WATER SPORTS/ACTIVITIES

As mentioned previously, regional, seasonal, and environmental limiting factors may influence the participation rate of water sport and activities. These factors may also explain why all water-based activities have drastically more casual participants than core participants, since frequencies of activities may be constrained by external factors. These high casual user numbers are likely why most water sports/activities have experienced decreases in participation in recent years. *Please see Appendix A for the full Core vs. Casual Participation breakdown.*

National Participatory Trends - Water Sports / Activities					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Kayaking (Recreational)	10,017	13,002	13,351	33.3%	2.7%
Canoeing	10,046	9,595	9,199	-8.4%	-4.1%
Snorkeling	8,717	7,729	7,316	-16.1%	-5.3%
Jet Skiing	5,783	4,900	5,062	-12.5%	3.3%
Sailing	4,095	3,486	3,463	-15.4%	-0.7%
Stand-Up Paddling	3,220	3,675	3,739	16.1%	1.7%
Rafting	3,428	3,474	3,383	-1.3%	-2.6%
Water Skiing	3,700	3,050	3,058	-17.4%	0.3%
Surfing	2,793	3,800	3,463	24.0%	-8.9%
Wakeboarding	2,912	2,754	2,674	-8.2%	-2.9%
Scuba Diving	3,111	2,588	2,476	-20.4%	-4.3%
Kayaking (Sea/Touring)	3,124	2,508	2,587	-17.2%	3.1%
Kayaking (White Water)	2,552	2,605	2,587	1.4%	-0.7%
Boardsailing/Windsurfing	1,737	1,268	1,297	-25.3%	2.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

Figure 24: National Water Sports/Activities Trends

2.1.14 LOCAL SPORT AND LEISURE MARKET POTENTIAL

OREGON CITY MARKET POTENTIAL INDEX (MPI)

The following charts show sport and leisure market potential data for Oregon City residents, as provided by ESRI. The Market Potential Index (MPI) measures the probable demand for a product or service within the defined service areas. The MPI shows the likelihood that an adult resident will participate in certain activities when compared to the U.S. average. These activities do not have to be undertaken within the Oregon City boundaries alone.

The national average is 100; therefore, numbers below 100 would represent lower-than-average participation rates, and numbers above 100 would represent higher-than-average participation rates. The service area is compared to the national average in four (4) categories – general sports, fitness, outdoor activity, and commercial recreation.

It should be noted that MPI metrics are only one data point used to help determine community trends; thus, programmatic decisions should not be based solely on MPI metrics.

The following charts compare MPI scores for 46 sport and leisure activities. The activities are categorized by activity type and listed in descending order, from highest to lowest MPI score. High index numbers (100+) are significant because they demonstrate that there is a greater likelihood that residents within the service areas will actively participate in those offerings provided by the Department.

GENERAL SPORTS MARKET POTENTIAL

The General Sports category shows two activities scoring above the national average. Those two events in the general sports regarding MPI are Volleyball (111), and Golf (109). Soccer is the lowest recorded activity in the city with an MPI score of (86).

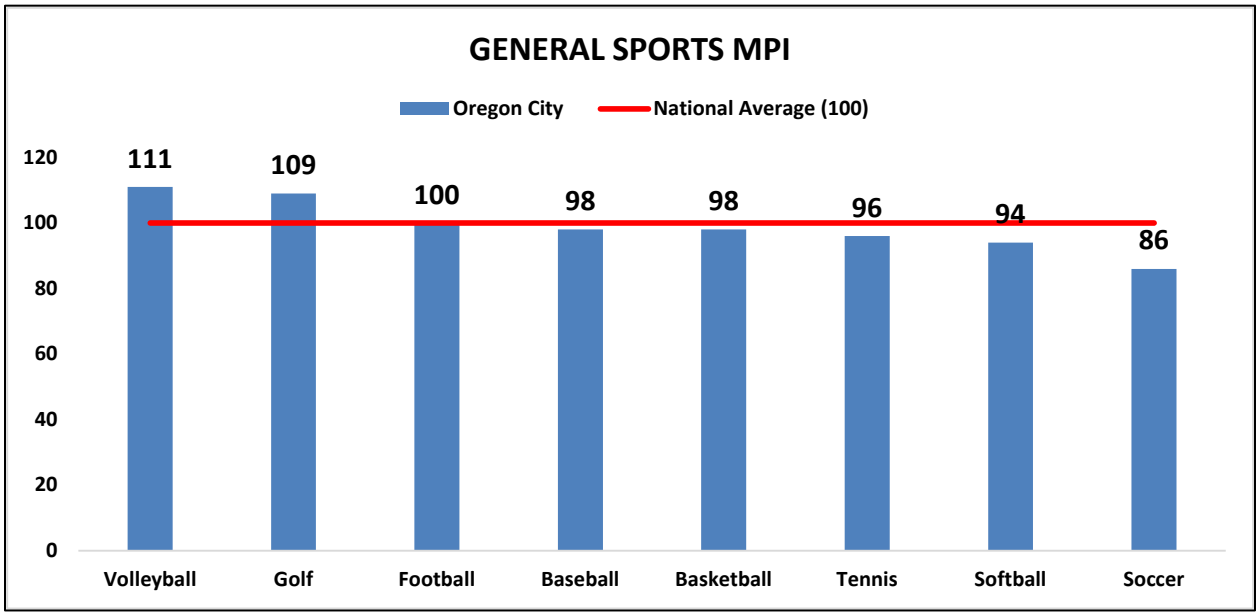


Figure 25: Local General Sports MPI

FITNESS MARKET POTENTIAL

Assessing MPI scores for the Fitness Activity category reveals that five activities are above the national average, and one is right at the national average. The five activities are Swimming (108), Weightlifting (108), Walking for Exercise (106), Yoga (103), and Jogging/Running (103). Pilates is equal to the national average of 100 on the MPI scale.

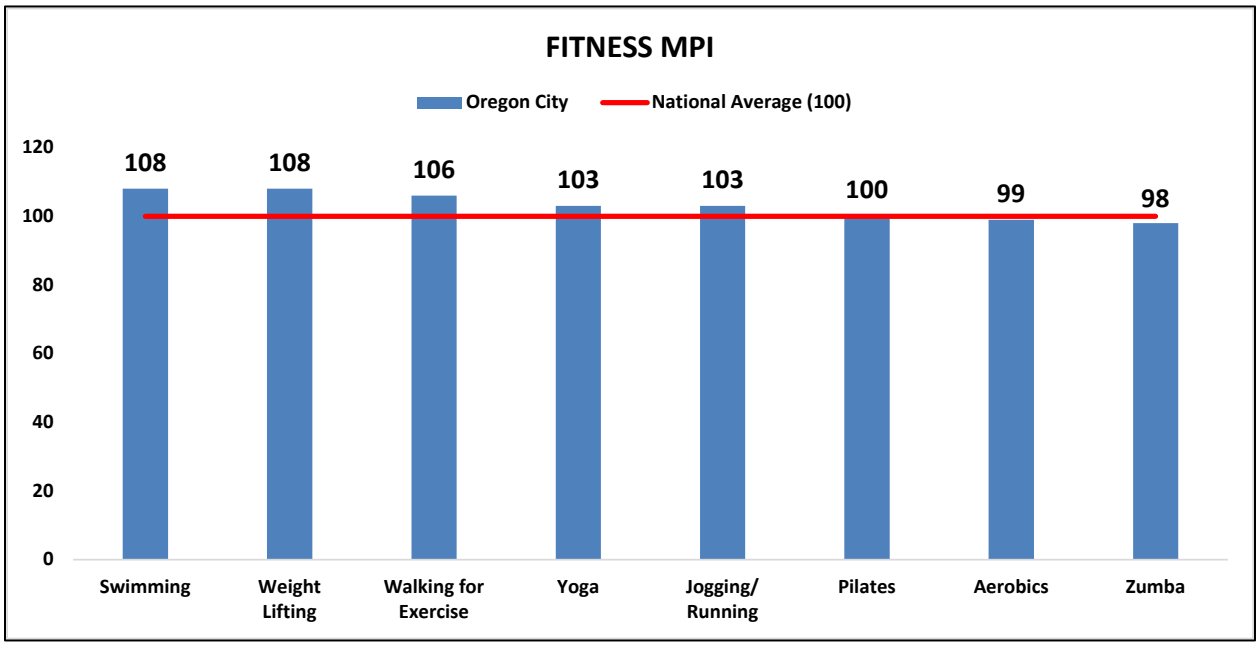


Figure 26: Local Fitness MPI

OUTDOOR ACTIVITY MARKET POTENTIAL

Overall, the Outdoor Activity MPI chart reflects that Oregon City is above the national average in almost all activities recorded. The most popular is Fresh Water Fishing (122), followed by Canoeing/Kayaking (121) and then Mountain Bicycling (108).

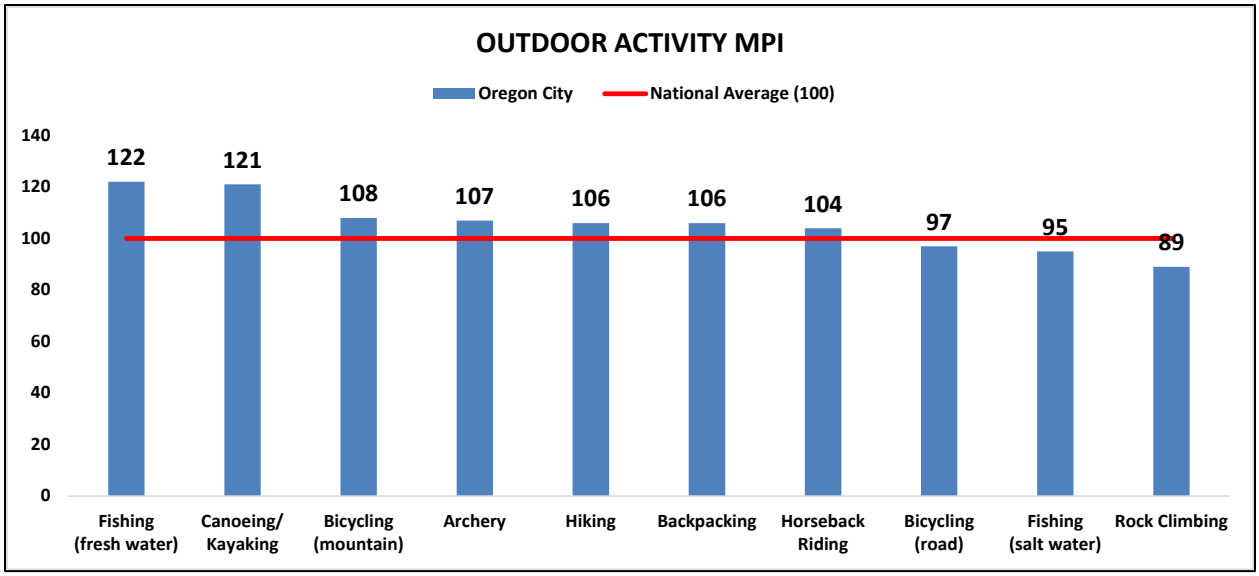


Figure 27: Local Outdoor Activity MPI

COMMERCIAL RECREATION MARKET POTENTIAL

The Commercial Recreation category reveals a community more willing to spend money on sports/recreation equipment than the national average. Spent $250+ on sports/rec equipment (111), $1-99 on sports/rec equipment (103), and Spent $100-249 on sports/rec equipment (103) all had an MPI over 100. Other notable activities with above average MPI that the Department could program towards were Attended sports event (109), Did photo album/scrapbooking (107), Played video/electronic game (105 console, 101 portable), Did painting/drawing (105), and Did photography (103).

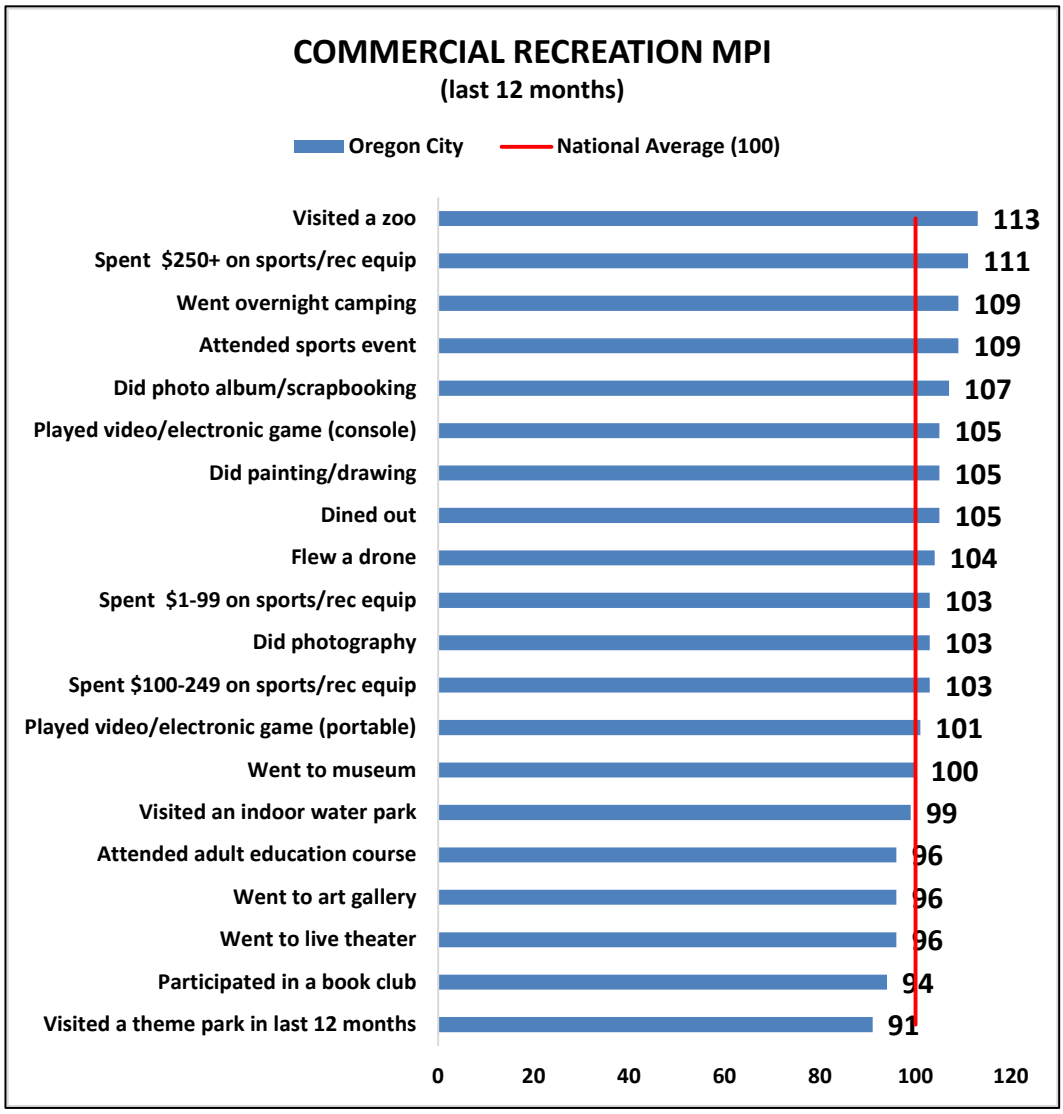


Figure 28: Local Commercial Recreation MPI

2.2 SUMMARY OF KEY FINDINGS

Based on the information presented in the Demographics and Trends Analysis, the following are the key findings that are of particular interest and/ or have significant implications for the City:

- **Population:** The City's population has grown significantly over the last 12 years and this rate of growth is projected to continue, albeit at a slower rate over the next 15 years. The Department must continue to monitor population growth to ensure that programs, facilities, and amenities keep up with community needs.
- **Age:** City residents are now older than the national median age, and there is a growing presence of older adults between the ages of 35-54. By 2037, the population will continue to age, as the oldest age segments (55-74 and 75+) are expected to grow, while all other segments are projected to decline slightly. The Department must continue to focus on multigenerational offerings and regularly reevaluate its programming mix to effectively serve this ageing, yet active population.
- **Race / Ethnicity:** The City's populace is predominately categorized as White Alone (82%), however, that percentage has dropped since 2010 (91% White Alone) and is projected to continue shrinking (75% White Alone in 2037). This drop will lead to a more diverse populace with Two or More Races (10% in 2022) being the largest minority group, and projections show that one out of every four residents will be non-white by 2037.

  People of Hispanic / Latino ethnicity currently represent 9% of the total population, which is substantially below the national average (19%), and the Oregon State average (14%) This group is expected to reach almost 11% by 2037. The Department should continue to monitor program participation to ensure that offerings are adequately serving residents and are representative of the race/ethnicity distribution of City residents.
- **Income Levels:** The income characteristics of City residents are higher than the state and national levels for per capita income and median household income. These income levels coupled with above-average MPI numbers suggest a willingness of the population to spend money to attend events and/or facilities in which they see value, as well as purchase recreation equipment.
- **National Participatory Trends:** National participatory trends are promising for the Department, as many of the activities in sports and fitness aligned with core offerings are trending positively in recent years. Despite the facility closures due to the pandemic, overall, people are recreating more, and the importance of living an active, healthy lifestyle is on the rise. The Department must continue to provide active recreation opportunities and seek out new, trending activities that will drive interest and meet the demand for parks, facilities, and recreation programs among Oregon City residents for many years to come.
- **Local Participatory Trends:** Local recreation trends show above-average participation across the board with 30 of the 46 tracked activities having MPI scores at, or above the national average. This is indicative of an active population, seeking to participate in a wide range of fitness, sports, and outdoor activities.

CHAPTER THREE – PUBLIC ENGAGEMENT

To establish a better understanding of the City's current state and to help determine the needs and priorities for the future, the planning process incorporated a variety of input from City residents. This included a series of key stakeholder interviews, a statistically valid survey, an online survey, crowdsourcing through the website https://orcityparksandplay.org/, and six public forums. These mediums helped to engage over 750 participants representing multiple groups throughout the City.

Figure 29: Public Input Infographic

3.1 KEY LEADERSHIP & STAKEHOLDER INTERVIEWS

A fundamental part of the Parks Master Plan process includes conducting a robust outreach effort to solicit critical input from key stakeholders and focus groups. Over the course of June 1st and 2nd, 2022 the consulting team convened these groups to better assess community needs across the City. The purpose of these interactions was to gain insight into the current strengths, opportunities, and priorities for the park system, and to better understand the future recreational needs of the Department. These meetings included participants from the following groups:

Stakeholders and User Groups	
Confederated Tribes of Grande Ronde	Friends of the Ermatinger House
Oregon City Maintenance Department	Oregon City Soccer
Oregon Swim Swim Club	Oregon City Youth Sports
Parks and Recreation Advisory Committee	

3.1.1 STRENGTHS

Based on feedback from key stakeholder interviews and focus groups, common themes of strengths arose in many conversations. These themes included the natural beauty and usability of Oregon City, the management of current assets with limited resources, the support and engagement of the community, and the recent growth of the system.

Figure 30: Strengths word cloud

LOCATION

The location and natural landscape appeal to a wide variety of users. The city's proximity to the greater Portland area, as well as being located on the Willamette River with its great, wonderful

topography creates appeal to a wide variety of users. Participants also mentioned the geographical diversity of parks and the great downtown area as strengths.

RESOURCE MANAGEMENT

Participants were pleased with the Department's ability to do the best they can with the resources available and current light staffing levels. Praise was given for the implementation of the new Cost Recovery Process, as well as the numerous improvements to the pool, new park openings, and the maintenance level and number of fields currently available to the community.

COMMUNITY ENGAGEMENT

The City's reputation, as well as the community's willingness to support the Department were mentioned as strengths of the system. The City was recognized for improved community outreach on recent projects such as the Clackamette RV Park, as well strong use of social media use as Facebook and Instagram to connect with participants and create meaningful engagement with the community.

EMBRACING GROWTH AND INNOVATION

The Department was recognized for the addition of recent parks, a substantial growth in membership, and its willingness to adapt to recent trends, such as pickleball. The new shared Public Works facility is considered a great enhancement, as well as the implementation of the MaintainX App.

3.1.2 OPPORTUNITIES

Stakeholders and focus groups shared several perspectives on the future of the Department. Suggestions for opportunities to improve include ways to add additional funding, internal/external communication, and partnerships, the maintaining of current assets, historical preservation and acknowledgement, and better connectivity throughout the City.

Figure 31: Opportunities word cloud

FUNDING

The Department's need for additional funding to be able to both maintain current assets, as well as expand offerings with the growing population were constant themes throughout discussions. Multiple key leaders and stakeholders brought up the idea of a Parks Bond, as they believe the community is more likely to support a bond (as opposed to other funding measures) as it would need to provide specific projects.

Some other comments/concerns/suggestions in regard to funding from stakeholders included:

- Citizens will be happy to invest tax dollars if they can see a plan
- The city already has 3 outstanding bonds (Police, Library, and Pension) and are unsure if the community will support a Parks Bond as well
- City has untapped property tax limit
- Fees and charges being implemented is getting a lot of community pushback
- How can we offer programs in a way that is financially sustainable?
- Overcoming mindset of "That's too nice for Oregon City"
- Parks is funded out of general fund and has historically been cut
- Recent struggles on the revenue side (due to pandemic)
- Solicit wealthy individuals for contributions

- Utilize grants and private foundations

INTERNAL/EXTERNAL COMMUNICATION AND PARTNERSHIPS

Stakeholders shared opportunities about the communication practices of the Department and the City, as well as expressed a desire for more and better partnerships. There were multiple concerns regarding the communication and purpose of fee increases (more so than the fee increases themselves), as well as a perceived unwillingness to engage in partnerships.

Comments and suggestions tied to communication and partnerships included:

- Consistent signage needed
- How can parks and recreation help support economic development?
- How can we better partner with School Districts etc. for overlapping programs / community education etc.?
- Improve communication standards
- Incorporate digital advertising for state campaigns
- More advertising geared towards taking advantage of tourism
- More community champions
- Native American outreach
- Need collaboration to figure out use of sports fields
- Need to be out in the community to get input from the younger populations so that they can then follow the Department in digital ways
- Regular roundtable meetings to discuss projects
- Website is difficult to navigate and often outdated
- Would like to hear more “Here’s what we are doing, do you want to be involved?"

DEFERRED MAINTENANCE ON EXISTING INFRASTRUCTURE

There were opportunities addressed regarding the maintenance and upkeep of current department assets, as well as discussions around the obstacles staff faces in addressing these issues. Deferred maintenance was the most often mentioned concern, as there was a general theme of wanting to make sure the City takes care of what they currently have as they continue to add new parks and amenities. There were also multiple comments regarding the number of unhoused people utilizing the parks and the additional workload that adds to staff as well as safety concerns.

Statements and questions collected from stakeholders regarding current infrastructure included:

- Cemetery is understaffed and needs a new building
- Dated infrastructure and capital needs that need to be addressed
- Excessive maintenance back log
- Graffiti and vandalism are a problem
- Unhoused population- not sure how to address it
- Major facilities issues and deferred maintenance
- Need a larger, specific maintenance budget
- Need better management of vandalism of properties, particularly restrooms
- Need to be thinking about deferred maintenance
- Parks department is underserved and understaffed
- Playgrounds, landscaping, lines at the sports courts need to be striped
- Staff cannot maintain ball diamonds

HISTORICAL PRESERVATION AND ACKNOWLEDGEMENT

The community takes a lot of pride in the history of the City and would like to see efforts made to not only preserve historic facilities such as the Ermatinger House, the Buena Vista Social Club, and The End of Oregon Trail Interpretive Center, but also celebrate their significance.

Some of the comments/concerns/suggestions regarding historical preservation and acknowledgement from stakeholders included:

- "It is good people know and understand their history"
- The city does a poor job with historic preservation
- Ermatinger House needs to find a niche.
- Friends of Ermatinger House are concerned with being treated as though they are renting space, not bringing people into house
- Heard the pros and cons of investment in Buena Vista Social Club
- Interest in land acknowledgments if they have a defined purpose
- Oregon City needs Historic Preservation Society (see Salem, OR)
- Requests for a cultural center

3.1.3 TOP PRIORITY

Stakeholders shared their priorities to enhance the City's parks and recreation system. There was substantial conversation around activating the waterfront areas, the building of a sports complex, historical preservation, improved connectivity and access, and a focus on financial sustainability.

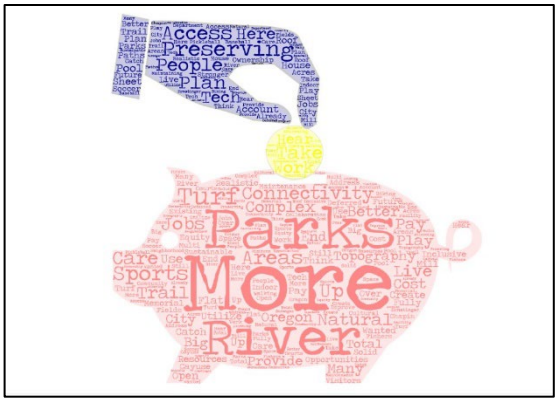


Figure 32: Top priority word cloud

WATER ACTIVATION

Stakeholders indicated a real interest in both activating and improving access to the Willamette River for existing community users to drive tourism and economic development. Specific ideas included enhancing existing boat launches and marina, adding restaurants and a river walk, and focusing on keeping the water clean to maximize fishing opportunities.

SPORTS COMPLEX

A youth sports complex was mentioned as a priority by multiple stakeholders. Key components of the complex included ample parking and synthetic turf for at least four multi-use fields. An attached fieldhouse was also mentioned for indoor soccer and baseball.

CONNECTIVITY AND ACCESS

Improving and expanding trails and paths throughout the City was an often-mentioned priority by stakeholders. They would like to see more access to natural areas and a better utilization of the City's topography and natural areas, with more connectivity throughout the system.

HISTORICAL PRESERVATION

Stakeholders would like to see a focus on historical preservation and acknowledgement. Specific priorities were a memorial for Cayuse 5, restoring the End of the Oregon Trail Interpretive Center, and a better-defined purpose and usage of the Ermatinger House.

SUSTAINABILITY

A prevalent theme expressed by respondents was the Department's ability to take care of its current assets; sustainability was also an often-mentioned priority. Stakeholders would like to see the plan assist staff in taking total cost of ownership into account when planning new facilities, parks, and amenities. There was also a desire to catch up with deferred maintenance for existing parks before moving forward with new projects.

3.2 PUBLIC INPUT MEETING

In tandem with the stakeholder and focus group interviews, the consulting team also conducted a public input meeting designed to further engage City residents. The public input meeting took place on June 2nd, 2022, in a hybrid format (in-person and online) and provided attendees with a presentation of the project, process, initial demographic findings, as well as an opportunity for residents to offer feedback on the parks system via live polling through Mentimeter.com polls and by asking questions during the presentation. Approximately 15 participants, representing a variety of interests, participated in the public forum in person with additional attendees online.

LIVE POLLING

One key approach for soliciting feedback from public meeting attendees was through live audience polling. Using the responses from focus group and key leadership interview questions, the consulting team developed questions within a PowerPoint presentation to gain an understanding of City needs.

Attendees were able to respond to these questions and view responses in real time using Mentimeter.com and answered a series of questions related to usage and need for parks, trails, facilities, and programs.

The infographic below shows key data from this polling.

Gender:
50% - Male
43% - Female
7% - Prefer not to answer

Age:
43% - Ages 55-74
36% - Ages 35-54
21% - Ages 18-34

Preferred communication
71% - Email
57% - Website
50% - Oregon City Trail News

Regularly used amenities:
60% - Trails
53% - Sports Courts
40% - River Access

Most important improvements:
47% - Expand & connect trail system
40% - Build new or upgrade existing sports courts
33% - Build new or upgrade existing aquatic facility

3.3 STATISTICALLY VALID SURVEY

3.3.1 OVERVIEW

ETC Institute administered a Parks and Recreation Needs Survey for the City of Oregon City during the months of summer 2022. The survey will help the Oregon City Parks and Recreation Department plan for future recreation programs and facilities that meet the community's needs and preferences.

3.3.2 METHODOLOGY

ETC Institute mailed a survey packet to a random sample of households in Oregon City. Each survey packet contained a cover letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it online at OrCityParksSurvey.org. After the surveys were mailed, ETC Institute followed up by sending text messages and mailing postcards to encourage participation. The text messages and postcards contained a link to the online version of the survey to make it easy for residents to complete the survey. To prevent people who were not residents of Oregon City from participating, everyone who completed the survey online was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered online with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the online survey was not included in the final database for this report.

The goal was to complete a minimum of 400 completed surveys from residents. The goal was exceeded with 401 completed surveys collected. The overall results for the sample of 401 households have a precision of at least +/4.8 at the 95% level of confidence.

3.3.3 MAJOR FINDINGS

PARKS AND RECREATION FACILITIES USE

Use of Parks and Recreation Facilities. Respondents were asked if they had used the Oregon City parks or recreation facilities within the past year. Eighty-seven percent (87%) of respondents said they had used the parks/facilities. Of those respondents, the highest number (27%) said they used them 2-4 times a week followed by 1-3 times a month (25%) and less than once a month (23%). Those same respondents were asked to rate the physical condition of those facilities: most respondents (61%) rated them good, 22% said excellent, and 18% said either fair (17%) or poor (1%).

Barriers to Use. Respondents were asked to indicate the reasons why they didn't use facilities or didn't use them more often; multiple selections could be made. The highest number of respondents said they were not aware of facility/parks/trail locations (22%) and lack of features they want to use (21%).

Benefits of Services. Respondents were asked to rate their level of agreement with 15 statements regarding ways Parks and Recreation services benefit their household and community. The highest number of respondents agreed or strongly agreed that parks and recreation make Oregon City a more desirable place to live (83%), preserves open spaces and protects the environment (82%), and improves their household's physical health and fitness (78%).

PARKS AND RECREATION PROGRAMS PARTICIPATION

Participation in Programs. Respondents were asked if they had participated in Oregon City parks or recreation programs within the past three years. Thirty-two percent (32%) of respondents said someone in their household had participated. Of those respondents, the highest number (44%) said they participated in 2-3 programs, followed by 1 program (26%). Those same respondents were then asked to

rate the overall quality of those programs: most respondents (57%) rated them good, 26% said excellent, and 17% said either fair (16%) or poor (1%).

Barriers to Use. Respondents were asked to indicate the reasons why they didn't participate in programs and events or didn't participate more often; multiple selections could be made. The highest number of respondents said they were not aware of the offerings (38%) and busy schedules/lack of interest (31%).

Organizations Used for Recreation. Respondents were asked to select all the organizations their household used for recreation and sports activities. Most common were Oregon City parks and recreation (60%), neighboring cities (38%), and Clackamas County (36%).

Communication Methods. Respondents most often learned about recreation programs and events from the Trail News (71%), the city website (44%), and social media (44%). Respondents most preferred methods are Trail News (62%), social media (37%), or the city website (34%)

FACILITIES AND AMENITIES NEEDS AND PRIORITIES

Facility/Amenity Needs: Respondents were asked to identify if their household had a need for 32 facilities/amenities and to rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest "unmet" need for various facilities/amenities.

The three facilities/amenities with the highest estimated number of households that have an unmet need:

1. Multi-use paved trails – 6,192 households
2. Multi-use unpaved trails – 5,307 households
3. Water access – 4,986 households

The estimated number of households that have unmet needs for each of the 32 facilities/amenities assessed is shown in the chart below.

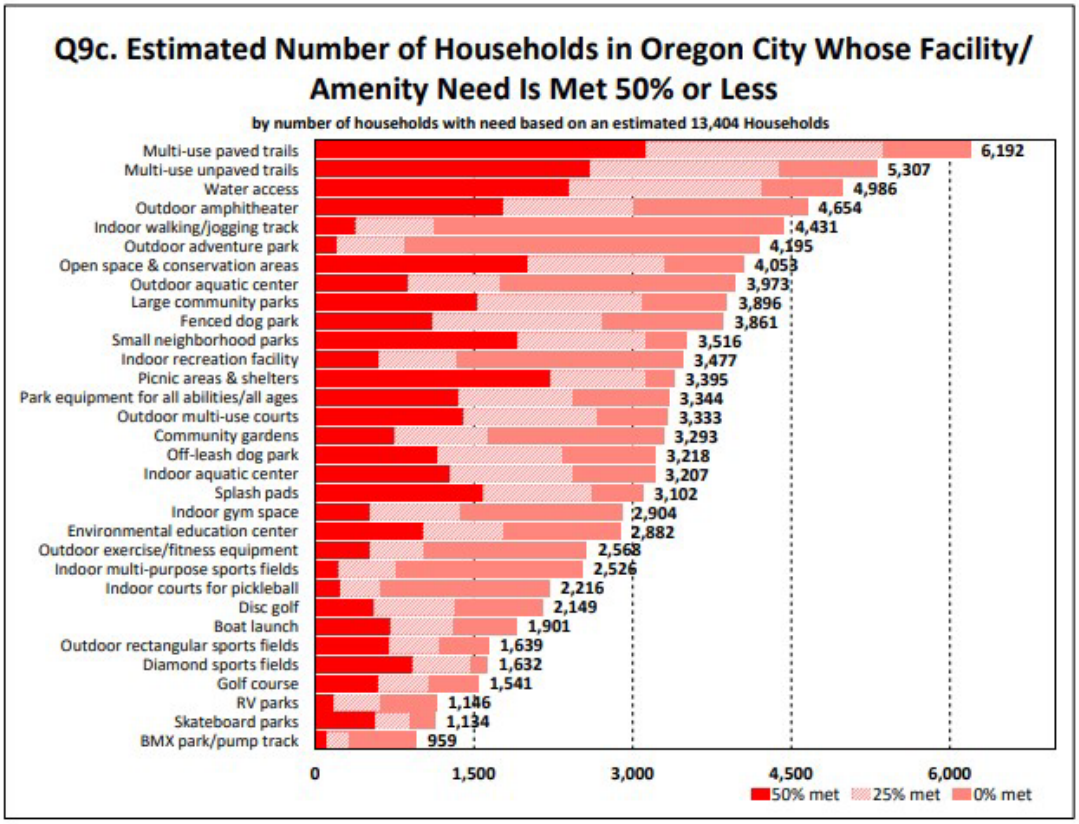


Figure 33: Unmet Facility and Amenity Needs

Facilities and Amenities Importance: In addition to assessing the needs for each facility/amenity, the ETC Institute also assessed the importance that residents placed on each item. Based on the sum of respondents' top four choices, these were the four most important amenities to residents:

1. Multi-use paved trails (33%)
2. Multi-use unpaved trails (26%)
3. Large community parks (16%)
4. Fenced dog park (16%)

The percentage of residents who selected each facility/amenity as one of their top four choices is shown in the chart below.

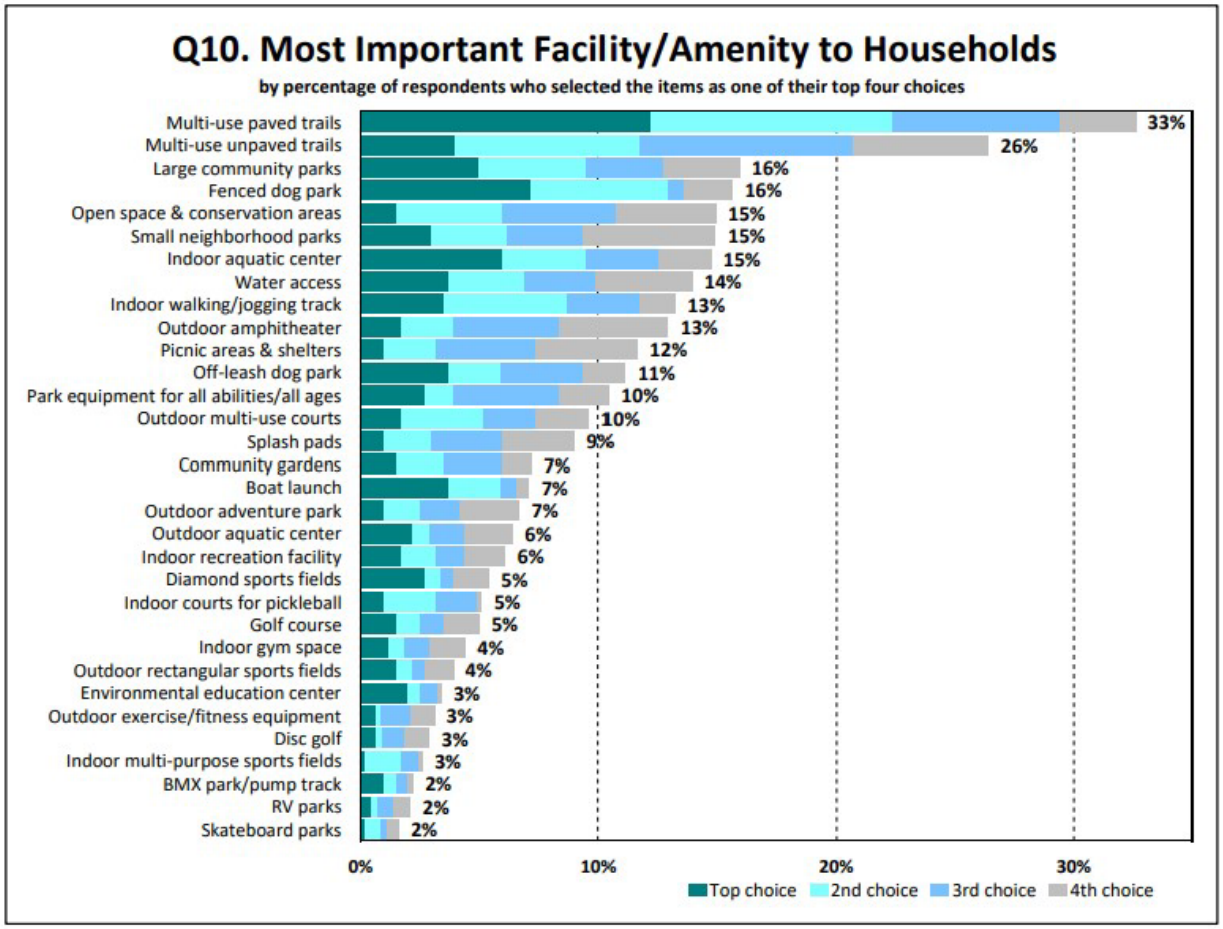


Figure 34: Most Important Facilities/Amenities to Households

Priorities for Facility Investments: The **Priority Investment Rating (PIR**) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and parks investments. The Priority Investment Rating (PIR) equally weighs (1) the importance that residents place on amenities/facilities and (2) how many residents have unmet needs for the facility/amenity.

Based the Priority Investment Rating (PIR), the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (PIR=200)
- Multi-use unpaved trails (PIR=166.7)
- Water access (PIR=123.2)
- Outdoor amphitheater (PIR=114.7)
- Indoor walking/jogging track (PIR=112.1)
- Large community parks (PIR=111.7)
- Open space & conservation areas (PIR=111.2)
- Fenced dog park (PIR=110.2)
- Small neighborhood parks (PIR=102.5)

The chart below shows the Priority Investment Rating for each of the 32 facilities/amenities assessed on the survey

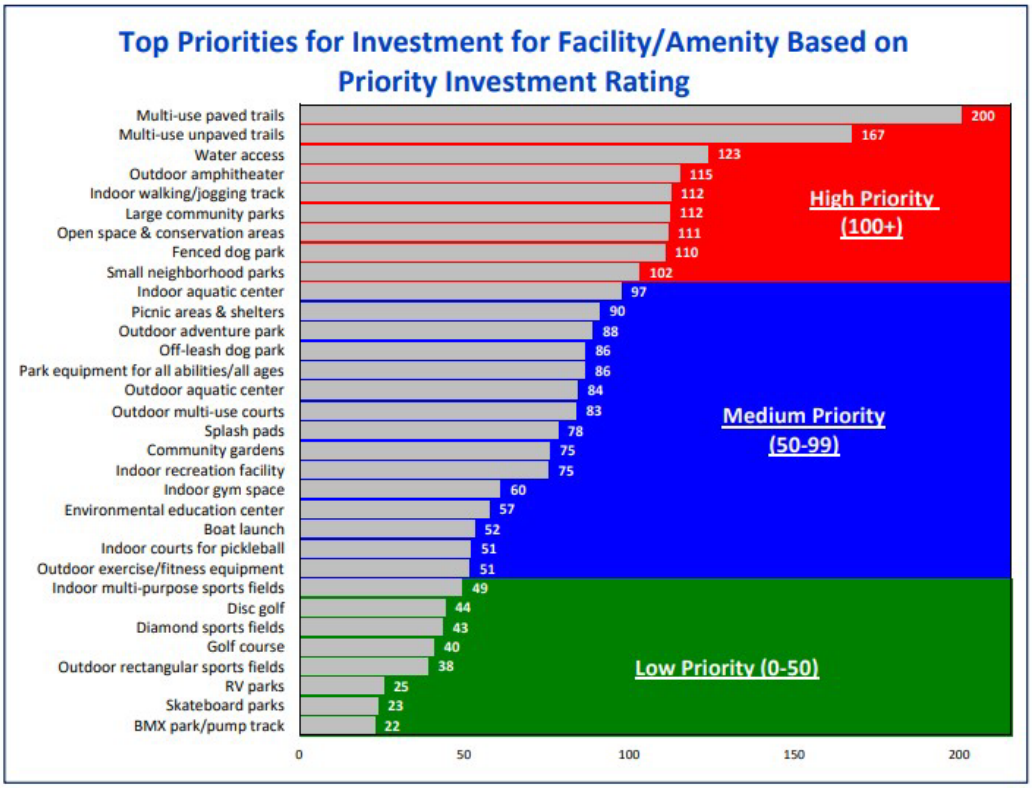


Figure 35: Top Priorities for Investment for Facility/Amenity

RECREATION PROGRAM NEEDS AND PRIORITIES

Program Needs: Respondents were asked to identify if their household had a need for 30 programs and to rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest "unmet" need for various facilities/amenities.

The three programs with the highest estimated number of households that have an unmet need:

1. Adult fitness and wellness programs – 5,136 households
2. Cultural enrichment programs/events – 4,382 households
3. Community special events – 4,229 households

The estimated number of households that have unmet needs for each of the 30 recreation programs assessed is shown in the chart below.

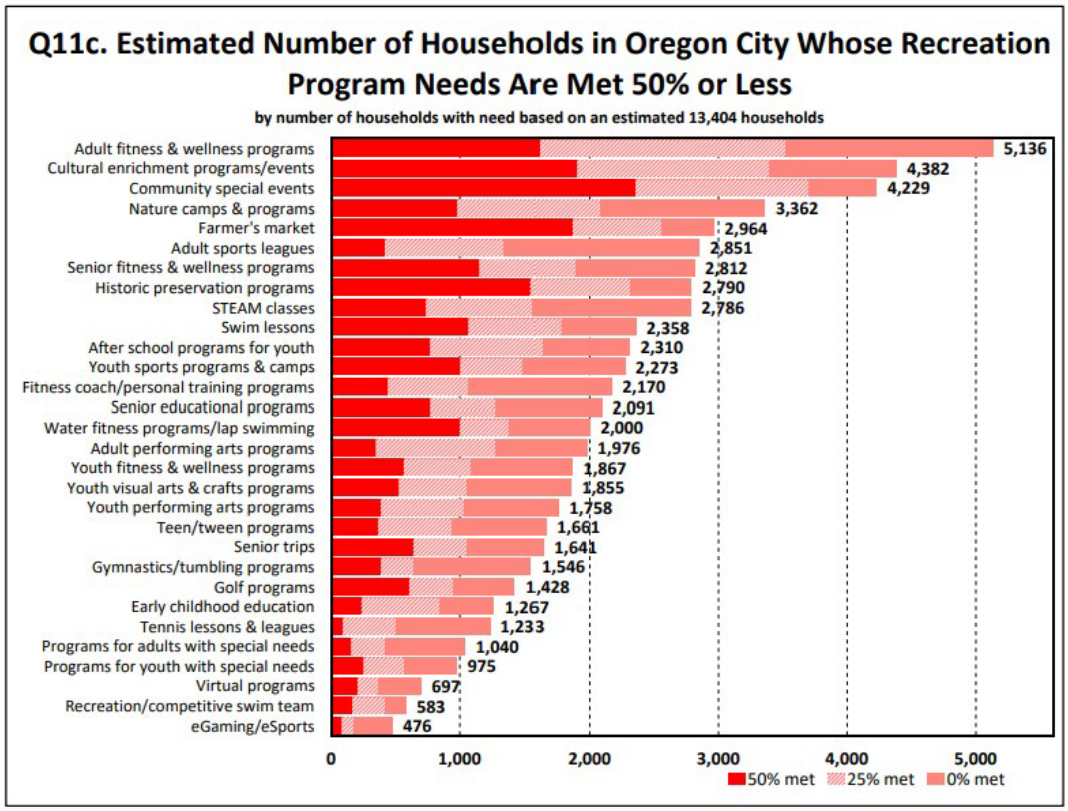


Figure 36: Unmet Needs: Recreation Programs

Programs Importance: In addition to assessing the needs for each program, ETC Institute also assessed the importance that residents placed on each item. Based on the sum of respondents' top four choices, these are the four most important programs to residents:

- Farmer's market (44%)
- Community special events (23%)
- Adult fitness & wellness programs (21%)
- Senior fitness & wellness programs (15%)

The percentage of residents who selected each program as one of their top four choices is shown in the chart below.

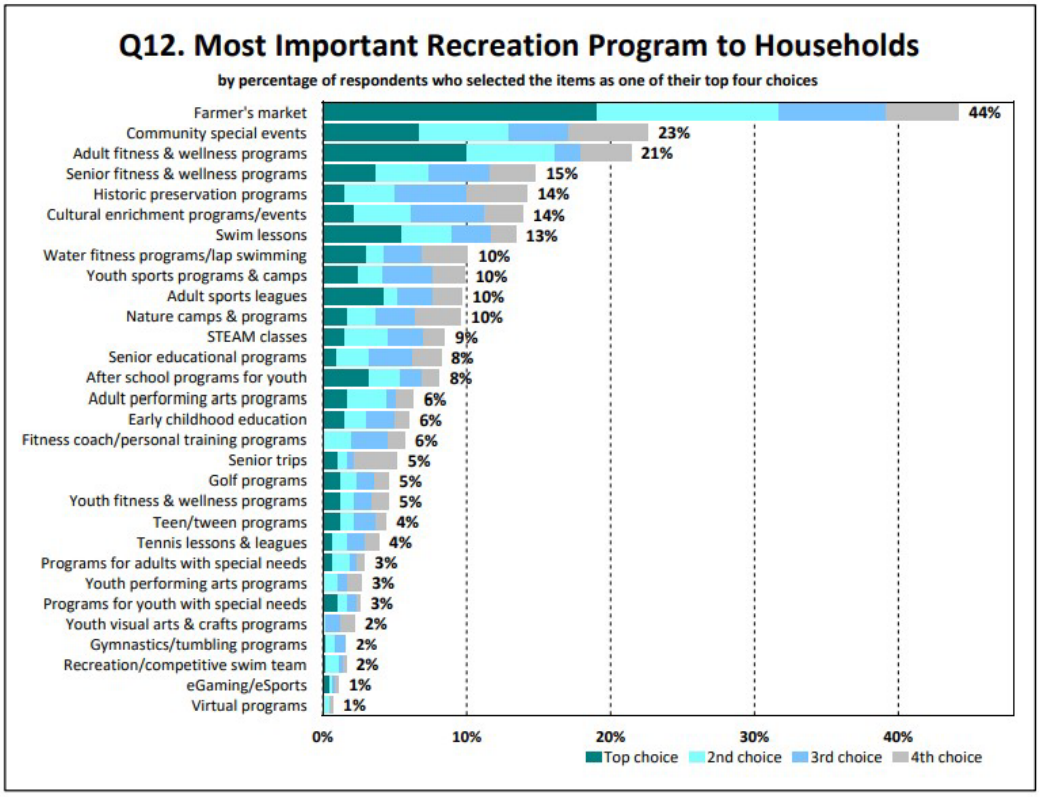


Figure 37: Most Important Recreation Programs to Households

Priorities for Program Investments: The **Priority Investment Rating (PIR)** was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and parks investments. The Priority Investment Rating (PIR) equally weighs (1) the importance that residents place on each program and (2) how many residents have unmet needs for the program.

Based the Priority Investment Rating (PIR), the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (PIR=158)
- Adult fitness & wellness programs (PIR=148)
- Community special events (PIR=133)
- Cultural enrichment programs/events (PIR=117)

The chart below shows the Priority Investment Rating for each of the 30 programs assessed.

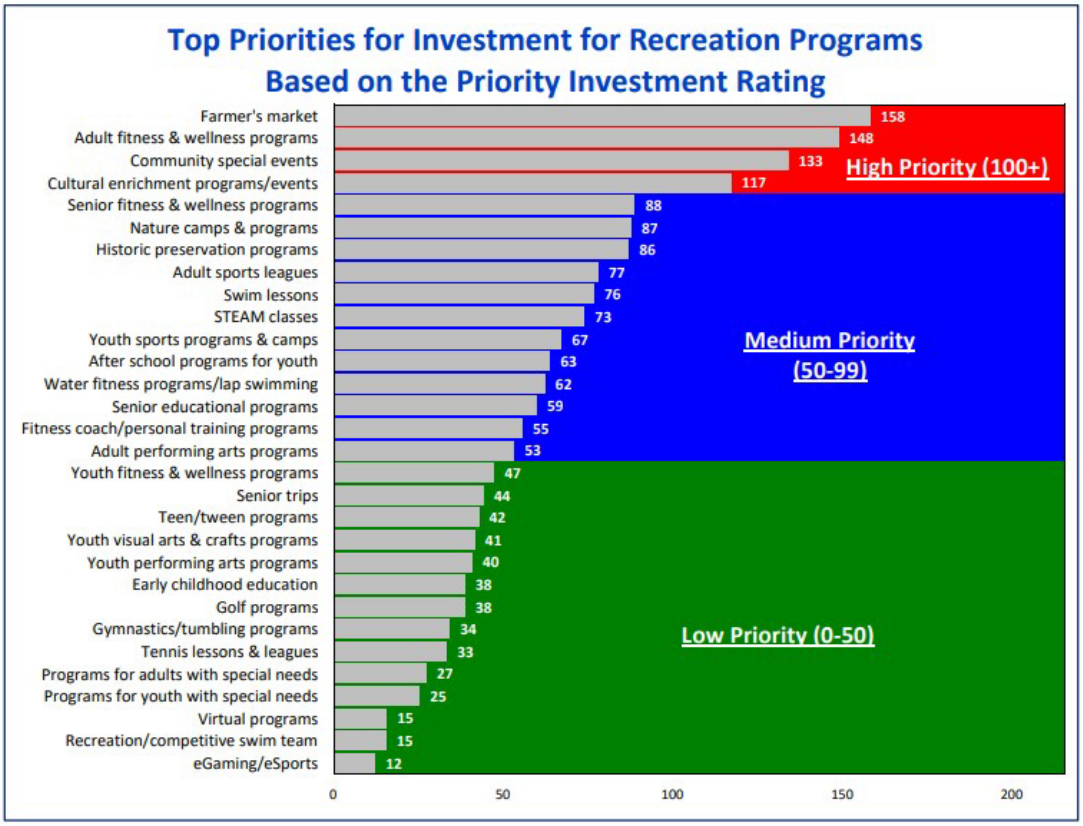


Figure 38: Top Priorities for Investment: Recreation Programs

VALUE OF PARKS AND RECREATION AND ALLOCATION OF FUNDS

Overall Value. Respondents were asked to rate their level of satisfaction with the overall value they received from the Parks and Recreation Department: the highest percentage of respondents felt satisfied (39%) followed by neutral (30%). Households were then asked if their perception of value had changed given the COVID-19 pandemic. The highest number of respondents (36%) said there was no change, 34% said it significantly increased, and 26% said it somewhat increased. Fifty-two percent (51%) of respondents felt funding should increase based on their perception of value, 36% thought it should stay the same, and 11% were not sure.

Allocation of Funds. Respondents were asked to allocate a hypothetical $100 budget for Parks and Recreation. The highest amount of funding ($31.15 on average) went to improvements/maintenance of existing parks and recreation facilities followed by $18.72 for new biking/walking trails and $15.76 for new indoor recreation facilities.

Support for Additional Taxes/Fees. Respondents were asked to indicate how willing they would be to pay additional taxes or fees to improve parks and recreation. Most respondents (46%) were either willing (30%) or very willing (16%), and 26% were either not willing (9%) or not at all willing (17%)

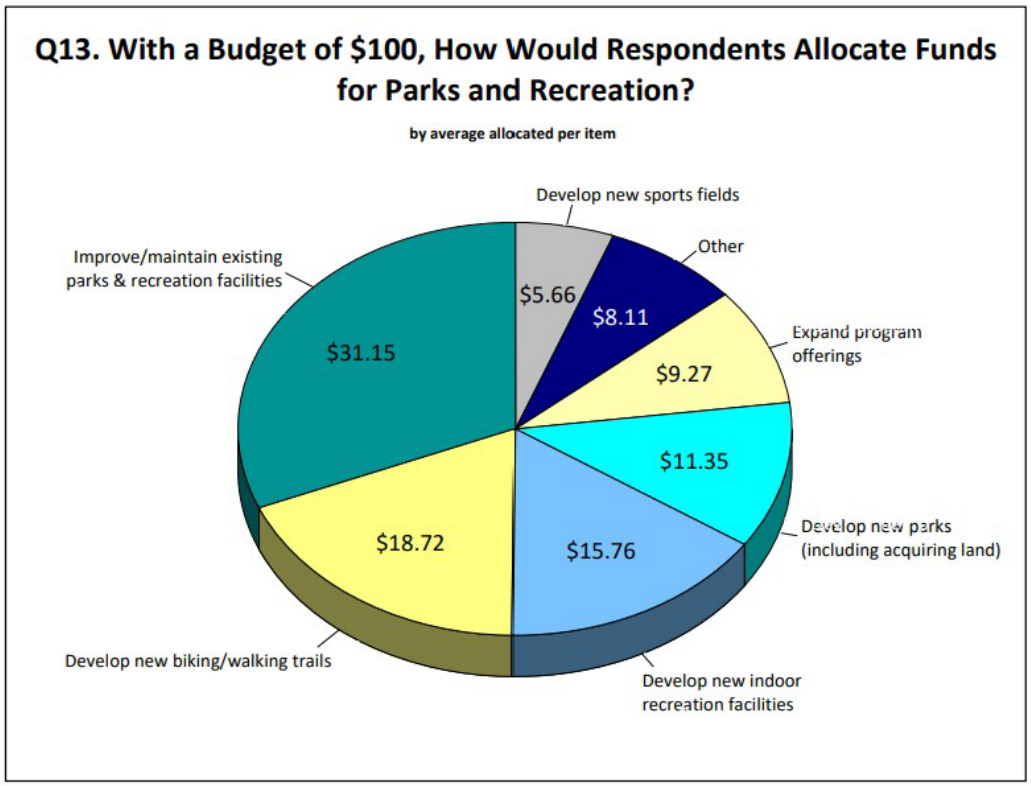


Figure 39: Allocation of Funds with $100 Budget

3.4 SURVEY COMPARISION: STATISTICALLY VALID VS ONLINE

3.4.1 OVERVIEW

To more effectively prioritize community needs, the Department utilized two primary tools: a Statistically Valid Survey, disseminated by the ETC Institute, and an Online Community Survey, facilitated via SurveyMonkey. The Online Community Survey was a replica of the Statistically Valid Survey, thereby providing an opportunity for those not randomly chosen for the Statistically Valid Survey to partake in the community engagement process and contribute their insights.

ETC Institute administered the Statistically Valid Survey to residents of Oregon City. The survey, cover letter and postage-paid return envelope were mailed to a random sample of households, looking to match the demographics of the town. The cover letter explained the purpose of the survey and encouraged residents to either return their survey by mail or complete the survey online at www.*OrCityParksSurvey.org*.

Statistically Valid Survey	Online Community Survey
• 401 households (Goal of 400)	• 184 responses
• Precision rate of at least +/- 4.8% at the 95% level of confidence	• No precision rate or level of confidence due to there being no selection criteria for respondents
• Residents were able to return the survey by mail, by phone or completing it online	•Asked same questions as the Statistically Valid Survey
• Only scientific & defensible method to understand community needs	• Provides further insight on community expectations
• Translation services available in multiple languages including Spanish.	• Available in English and Spanish

Figure 40: Survey Comparison Chart

The following sections present a side-by-side comparison of survey results. All areas of congruence (in terms of order or response percentage range) are shaded in each table. Green identified responses 10% higher than the statistically valid survey, orange indicates responses 10% lower than the statistically valid survey, and **white** identifies unique responses.

Below are some of the key takeaways from both the surveys.

3.4.2 KEY SURVEY COMPARISONS

FACILITY/AMENITY IMPORTANCE

The results of the ETC Statistically Valid Survey and the Online Community Survey showed a stark difference in the Top 5 facility/amenity importance amongst participants, with only one shared amenity, “Fenced Dog Park”. Online Community Survey participants ranked it third at 41%, while participants of the Statistically Valid version ranked it fourth at 16%. Another key distinction was the top-ranked amenity, which differed between survey participants. Online Community Survey participants ranked “Indoor Aquatic Facility” as number one, with 69%, while ETC Statistically Valid survey respondents

ranked "Multi-Use Paved Trails" as their top choice at 33%. Comparing the data from the two, Online Community Survey participants placed more importance on active recreational facilities/amenities and special use amenities, while Statistically Valid survey participants would prefer more passive options.

Statistically Valid Survey	Online Community Survey
1. Multi-use Paved Trails (33%)	1. Indoor Aquatic Center (69%)
2. Multi-use Unpaved Trails (26%)	2. Boat Launch (42%)
3. Large Community Parks (16%)	3. Fenced Dog Park (41%)
4. Fenced Dog Park (16%)	4. Diamond Sports Fields (40%)
5. Open-Space & Conservation Areas (15%)	5. Skateboard Parks (40%)

Figure 41:Facility/Amenity Importance Comparison

USAGE BARRIERS

The survey results from both versions showed four out of five of the top barriers were the same, although ranked in different orders. Statistically Valid survey participants ranked "Use of Parks/Trails in other Cities" fifth with 17%, while Online Community Survey takers ranked "Lack of restrooms" fifth at 22%. "Lack of restrooms" was ranked sixth for the Statistically Valid survey at 12%.

In the Statistically Valid Survey, safety fears due to the homeless population and camps, lack of time/busyness, not being dog friendly, or absence of off-leash dog spaces were the top three most cited barriers. In the Online Community Survey, many respondents who chose "Other" cited lack of pool pool space/pool temperature and no space for dogs or absence of dog-friendly parks are the biggest barriers.

Statistically Valid Survey	Online Community Survey
1. Not aware of parks' or trails' locations (22%)	1. Lack of features we want to use (46%)
2. Lack of features we want to use (21%)	2. Other (32%)
3. Other (20%)	3. Not aware of parks' or trails' locations (29%)
4. Do not feel safe using parks/trails (18%)	4. Use parks/trails in other cities (25%)
5. Use parks/trails in other cities (17%)	5. Lack of restrooms (22%)

Figure 42:Usage Barriers

ORGANIZATIONS USED FOR RECREATION

The top five organizations used for recreation were the same amongst all survey participants. The only difference is Statistically Valid survey participants ranked "Private Clubs/Fitness Centers" fourth while Online Community Survey participants ranked it fifth.

Statistically Valid Survey	Online Community Survey
1. Oregon City Parks & Recreation (60%)	1. Oregon City Parks & Recreation (83%)
2. Neighboring Cities (38%)	2. Neighboring Cities (49%)
3. Clackamas County (36%)	3. Clackamas County (42%)
4. Private Clubs/Fitness Centers (27%)	4. Schools (K-12) (40%)
5. Schools (K-12) (23%)	5. Private Clubs/Fitness (39%)

Figure 43: Organizations Used for Recreation

PROGRAM NEEDS

Of the Top 5 program needs, participants from both surveys ranked the same top 4 in slightly different order, with "Farmer's Market" ranked 1st for both, indicating a strong desire from the community for this program/event.

Statistically Valid Survey	Online Community Survey
1. Farmer's Market (72%)	1. Farmer's Market (89%)
2. Adult Fitness & Wellness Programs (48%)	2. Community Special Events (74%)
3. Community Special Events (46%)	3. Adult Fitness & Wellness (72%)
4. Cultural Enrichment Programs (39%)	4. Cultural Enrichment Programs (65%)
5. Historic Preservation Programs (34%)	5. Outdoor Environmental/Nature (60%)

Figure 44: Program Needs

PROGRAM PARTICIPATION BARRIERS

"I Don't Know What is Offered" was ranked 1st for both Statistically Valid and Online Community Survey participants indicating that lack of awareness is a key barrier and addressing it should be a key staff priority. Four out of five of the responses were the same for both groups of survey participants.

Statistically Valid Survey	Online Community Survey
1. I Don't Know What is Offered (38%)	1. I Don't Know What is Offered (36%)
2. Too Busy/Not Interested (31%)	2. Program Times Not Convenient (26%)
3. Program Times Not Convenient (17%)	3. Classes are Full (21%)
4. Classes are Full (11%)	4. Too Busy/Not Interested (19%)
5. Fees Too High (10%)	5. Program Not Offered (18%)

Figure 45: Program Participation Barriers

PREFERRED COMMUNICATION METHODS

Participants from both surveys indicated that "Trails News Quarterly Magazine" is the preferred source for learning about recreation programs and events. Of the top five identified, four out of five matched, in different orders, for both surveys. One outlier in this area is that Online Community Survey participants ranked "Friends and Neighbors" as the third preferred method, while the Statistically Valid Survey takers ranked "City Website" as third. For Statistically Valid Survey respondents, "Friends and Neighbors" ranked seventh overall.

Statistically Valid Survey	Online Community Survey
1. Trails News (quarterly magazine) (62%)	1. Trails News (quarterly magazine) (46%)
2. Social Media (37%)	2. Social Media (46%)
3. City Website (34%)	3. Friends and Neighbors (45%)
4. Email/eBlasts (28%)	4. Emails/eBlasts (34%)
5. Newsletter/Newspapers (23%)	5. City Website (32%)

Figure 46:Preferred Communication Methods

PERCEPTION OF THE VALUE OF PARKS, TRAILS, OPEN SPACES AND RECREATION (COVID-19)

Both surveys show that the community has primarily seen an increase in their perception of the value of parks, trails, open spaces, and recreation during the COVID-19 pandemic. Only 4% shared that they saw a decrease or a significant decrease, while over 60% in both surveys saw an increase or significant increase in their perception of value.

Statistically Valid Survey	Online Community Survey
1. No Change (36%)	1. Significant Increase (37%)
2. Significant Increase (34%)	2. Increase (34%)
3. Increase (26%)	3. No Change (26%)
4. Decrease (2%)	4. Decrease (2%)
5. Significant Decrease (2%)	5. Significant Decrease (2%)

Figure 47: Perception of the Value of Parks, Trails, Open Spaces, and Recreation

DEMOGRAPHICS - GENDER

This chart reflects that individuals who identify as female, are overrepresented in the Online Community Survey when compared to the Statistically Valid survey.

	Statistically Valid Survey	Online Community Survey
Male	50%	21%
Female	50%	72%
Non-binary/Prefer to self-describe	1%	7%

Figure 48: Demographics: Gender

AGE OF HOUSEHOLD MEMBERS

The chart shows a representation of all ages in both surveys with the Online Community Survey showing an over representation of the Under 19 population and an under representation of the 55+ population compared to the Statistically Valid Survey.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

Ages	Statistically Valid Survey	Online Community Survey
Under 19	23%	38%
20-34	14%	12%
35-54	29%	32%
55+	33%	17%

Figure 49: Demographics: Age of Household Members

YEARS LIVED IN OREGON CITY

The chart shows that there is a very similar representation of survey participants who have lived in Oregon City, with less than 5% difference in all categories.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

Years	Statistically Valid Survey	Online Community Survey
5 years or less	25%	28%
6-10 years	16%	20%
11-15 years	10%	7%
16-20 years	14%	14%
21-30 years	18%	14%
31+ years	17%	16%

Figure 50: Demographics: Years Lived in Oregon City

RACE / ETHNICITY (SELECT ALL THAT APPLY)

The chart indicates that there is an even representation for survey participants as far as race /ethnicity.
Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

Race	Statistically Valid Survey	Online Community Survey
Asian/Pacific Islander	3%	2%
Black/African American	1%	2%
Native American	2%	1%
White	89%	91%
Hispanic/Latino/a/x	5%	4%
Other	2%	7%

Figure 51: Demographics: Race/Ethnicity

HOUSEHOLD INCOME

The Online Community Survey results indicate a lower representation of households under $100K, specifically those between $50,000-$99,999.

Note: the overall percentage may be slightly higher or lower than 100 due to rounding.

Income	Statistically Valid Survey	Online Community Survey
Under $50k	18%	13%
$50K to $74,999	21%	10%
$75k to $99,999	21%	11%
$100k to $149,000	21%	25%
$150k+	20%	25%

Figure 52: Demographics: Household Income

3.4.3 KEY FINDINGS OF SURVEY COMPARISION

After analyzing the data collected from both surveys there are several key findings that rose to the surface:

- **Survey Respondents:** The higher percentages of usage/participation shown in the Online Community Survey can be attributed to the fact that online surveys are typically taken by current, engaged users of the organization's services/facilities/amenities. The random selection of the Statistically Valid survey means a higher likelihood of non-users giving their feedback and is a better representation of the community.
- **Facility / Amenity Importance:** In the facility/amenity importance section, Online Community Survey participants valued more active recreation amenities, which aligns with the higher total number of youths in their households between the ages of 0-19.
- **New Addition:** The survey results indicated a desire for the addition of a Farmer's Market in the community.
- **Preferred Methods of Learning:** The survey results indicated that community members' preferred methods for learning about programs and events is through the Trails News Quarterly Magazine and social media.
- **Top Two Barriers:** The survey results indicated that lack of awareness and lack of facility features community members want to use are the top two barriers to using current facilities/amenities.
- **Perception of Value:** The survey results show that over 60% of respondents in both surveys saw an increase or significant increase in their perception of value, while only 4% shared they saw a decrease or significant decrease.

CHAPTER FOUR - PARKS, FACILITIES, & INVENTORY ASSESSMENT

4.1 PARKS/FACILITY CLASSIFICATIONS & LEVEL OF SERVICE STANDARDS

Level of service recommendations are developed using a combination of resources. These resources included the National recreation and Park Association (NRPA) guidelines, recreation activity participation rates reported by the Sports and Facility Industry Association data as it applies to activities that occur in the United States and Oregon City area, community and stakeholder input, findings from the statistically valid survey and general observations. This information allows standards to be customized to Oregon City.

These recommendations should be viewed as a guide to be coupled with conventional wisdom and judgment related to the situation and needs of the community. By applying these recommendations to Oregon City's population, the LOS analysis showed some areas where needs exist including the following:

- Neighborhood parks
- Community parks
- Trails
- Pickleball courts
- Fenced dog parks
- Indoor aquatic space
- Indoor recreation space

The action plan items recommended in this plan would, if implemented, go a long way in addressing most, if not all, the unmet needs of the community in the years to come.

4.1.1 METHODOLOGY

Inventory data was gathered from department staff. To adjust for the varying availability of "Other Service Provider" locations, these sites were assigned different weightings based on their public accessibility. For instance, the facilities at school locations were considered to be worth only 33% of those at Oregon City Parks and Recreation locations, reflecting the estimate that school sites are accessible to the public only one-third as frequently as the department-managed sites.

PARKS:	2022 Inventory - Developed Facilities									2022 Facility Standards			2032 Facility Standards		
Park Type	Oregon City	Other Service Providers	Total Inventory	Current Service Level based upon population			Recommended Service Levels; Revised for Local Service Area			Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Pocket Parks	19.67	-	19.67	0.52	acres per	1,000	0.25	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Neighborhood Parks	52.86	-	52.86	1.39	acres per	1,000	2.00	acres per	1,000	Need Exists	23.1	Acre(s)	Need Exists	29	Acre(s)
Community Parks	92.29	34.51	126.80	3.34	acres per	1,000	3.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Regional Parks	24.90	568.00	592.90	15.62	acres per	1,000	5.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Developed Park Acres	**189.71**	**602.51**	**792.22**	**20.87**	**acres per**	**1,000**	**10.25**	acres per	**1,000**	**Meets Standard**	**-**	**Acre(s)**	**Meets Standard**	**-**	**Acre(s)**
Specialty Parks	64.23	-	64.23	1.69	acres per	1,000	1.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Park Acres	**253.95**	**602.51**	**856.46**	**22.56**	**acres per**	**1,000**	**11.25**	acres per	**1,000**	**Meets Standard**	**-**	**Acre(s)**	**Meets Standard**	**-**	**Acre(s)**
TRAILS:															
Trails (paved and unpaved)	7.56	5.65	13.21	0.35	mile per	1,000	0.40	mile per	1,000	Need Exists	2	Mile(s)	Need Exists	3	Mile(s)
OUTDOOR AMENITIES:															
Basketball Courts	10	1	12	1.00	court per	3,301	1.00	court per	4,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Tennis Courts	8	2	10	1.00	court per	3,928	1.00	court per	6,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Pickleball Courts	2.67	-	3	1.00	court per	14,238	1.00	court per	9,000	Need Exists	2	Court(s)	Need Exists	2	Court(s)
Ball Fields (Diamond)	11	4	15	1.00	field per	2,531	1.00	field per	6,000	Meets Standard	-	Field(s)	Meets Standard	-	Field(s)
Multi-purpose Fields (Rectangular)	-	7	7	1.00	field per	5,695	1.00	field per	6,000	Meets Standard	-	Field(s)	Need Exists	0.1	Field(s)
Playgrounds	17	2	19	1.00	site per	2,034	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Picnic Shelters / Group Rental Pavilions	17	-	17	1.00	site per	2,233	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Skate Parks	1	-	1	1.00	site per	37,967	1.00	site per	45,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Splash Pads	2	-	2	1.00	site per	18,984	1.00	site per	25,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Unfenced Dog Parks	3	-	3	1.00	site per	12,656	1.00	site per	30,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Fenced Dog Parks	1	-	1	1.00	site per	37,967	1.00	site per	30,000	Need Exists	0.3	Site(s)	Need Exists	0.4	Site(s)
INDOOR AMENITIES:															
Indoor Aquatic Space	18,572	-	18,572	0.49	SF per	person	0.50	SF per	person	Need Exists	412	Square Feet	Need Exists	1,854	Square Feet
Indoor Recreation Space	37,100	-	37,100	0.98	SF per	person	2.00	SF per	person	Need Exists	38,834	Square Feet	Need Exists	44,604	Square Feet

2022 Estimated Population	37,967
2032 Estimated Population	40,852

Figure 53: Level of Service Inventory

4.2 GEOGRAPHICAL ANALYSIS THROUGH MAPPING

The Department utilizes service area maps and standards to analyze the locations of service provision, the fairness of service distribution and delivery across its jurisdiction, and the efficacy of these services in relation to demographic densities. Additionally, when guidelines that reference population data are examined, the Department can identify areas of service overlap or deficiency, recognize where new facilities are needed, or pinpoint areas of service saturation.

This comprehensive analysis guides the Department in making informed capital improvement decisions to address system-wide needs, while simultaneously evaluating the implications of these decisions for individual areas.

The population data used for creating these standards is derived from the 2020 population estimates provided by the Environmental Systems Research Institute, Inc. (ESRI). In the Equity Maps, shaded areas represent service levels, denoting the population served by each type of park or amenity, as detailed in Section 4.1.

The size of the circles on these maps varies based on the quantity of a particular amenity or park acre type at a location, as well as the surrounding population density. In areas of lower density, larger circles are drawn, indicating that more geographical area is required to meet the set service level. Conversely, in high-density areas, smaller circles are drawn, showing that a smaller geographical area is sufficient to serve more people and meet the set standard.

The map legend, located at the bottom left-hand corner of each map, indicates the different owners involved in the equity mapping process. Overlapping circle areas symbolize either sufficient or duplicate service provision, while unshaded areas represent regions not served by a specific amenity or park acre type.

4.2.1 BALL FIELDS (DIAMOND)

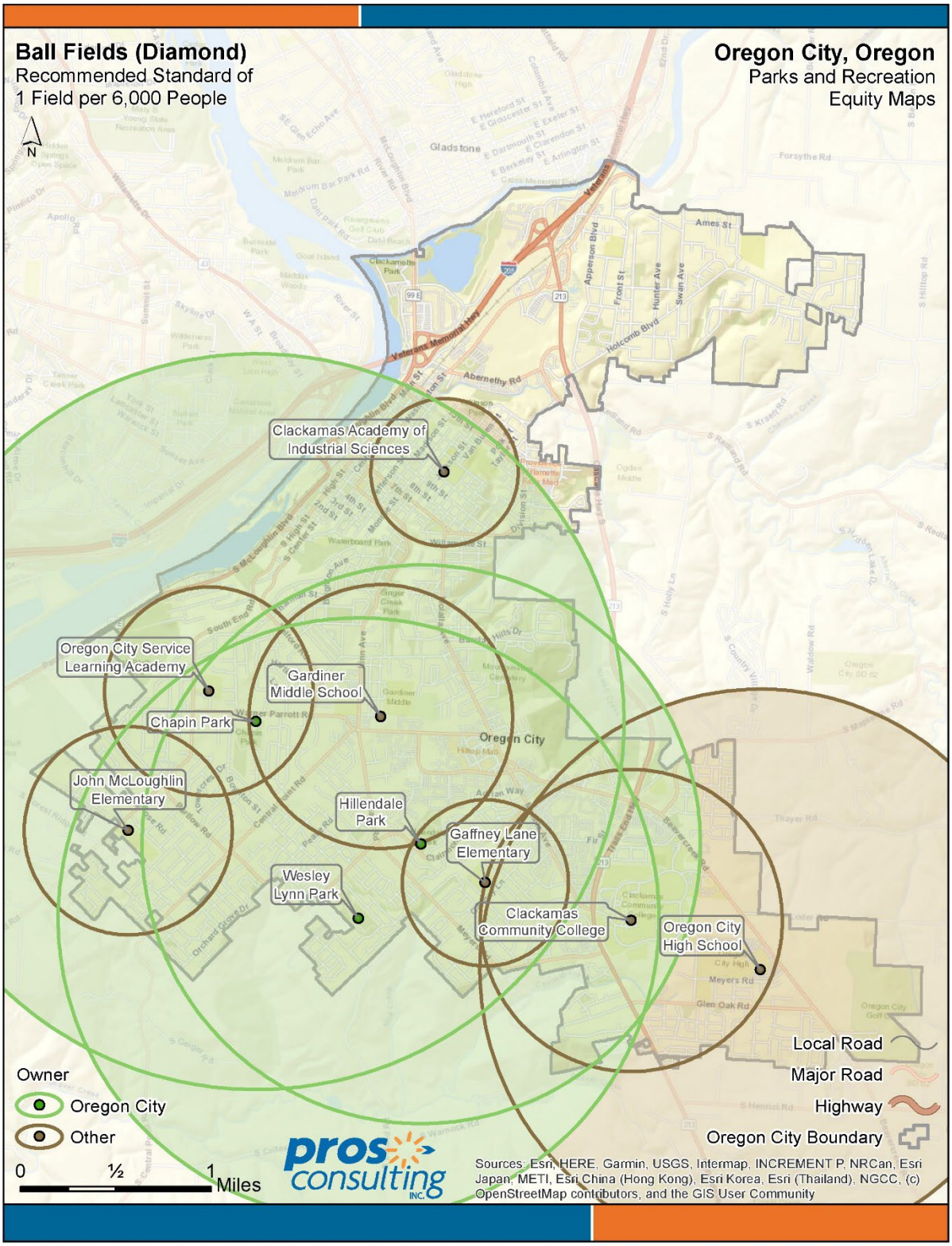


Figure 54: Ballfields Map

4.2.2 BASKETBALL COURTS

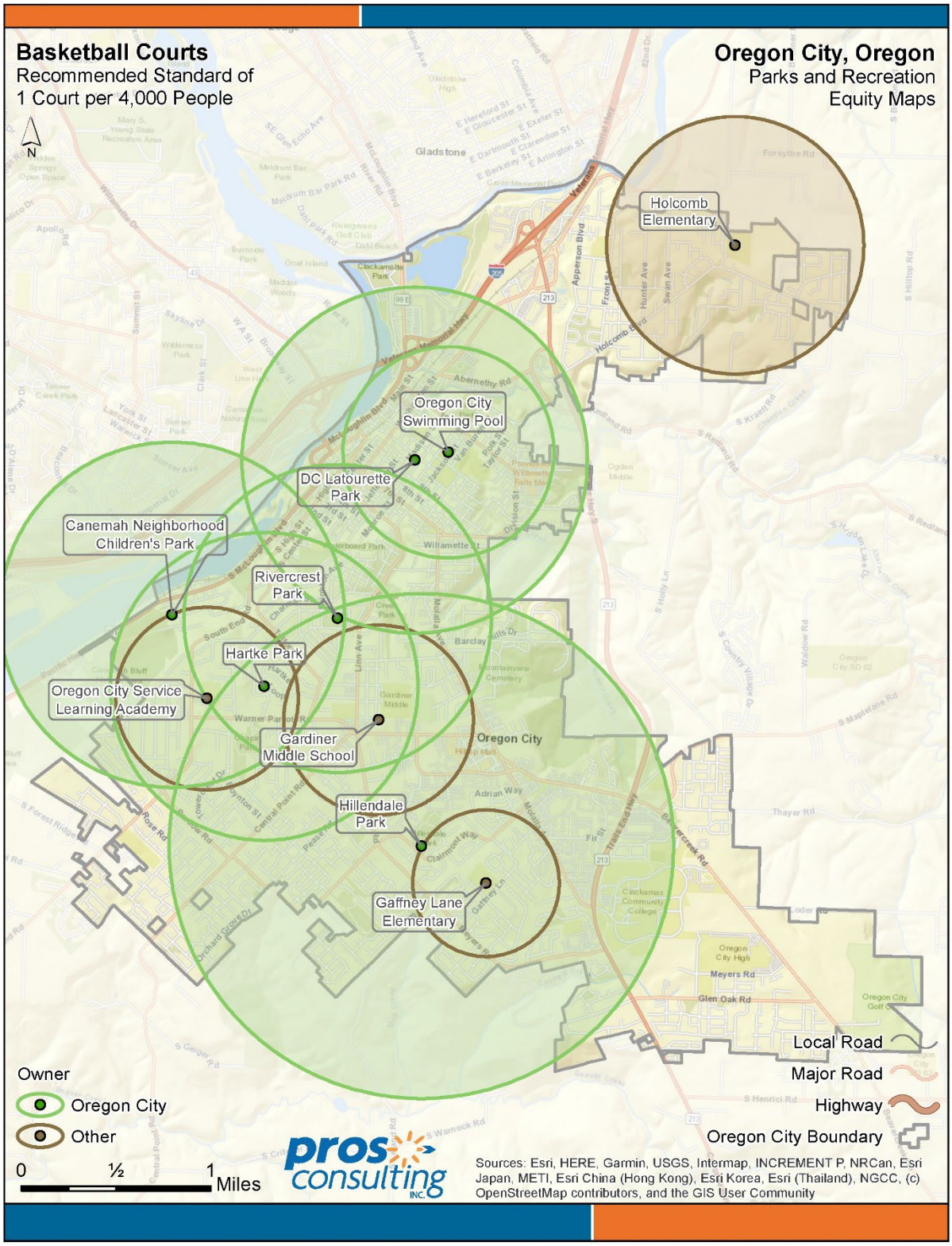


Figure 55: Basketball Courts Map

4.2.3 COMMUNITY PARKS

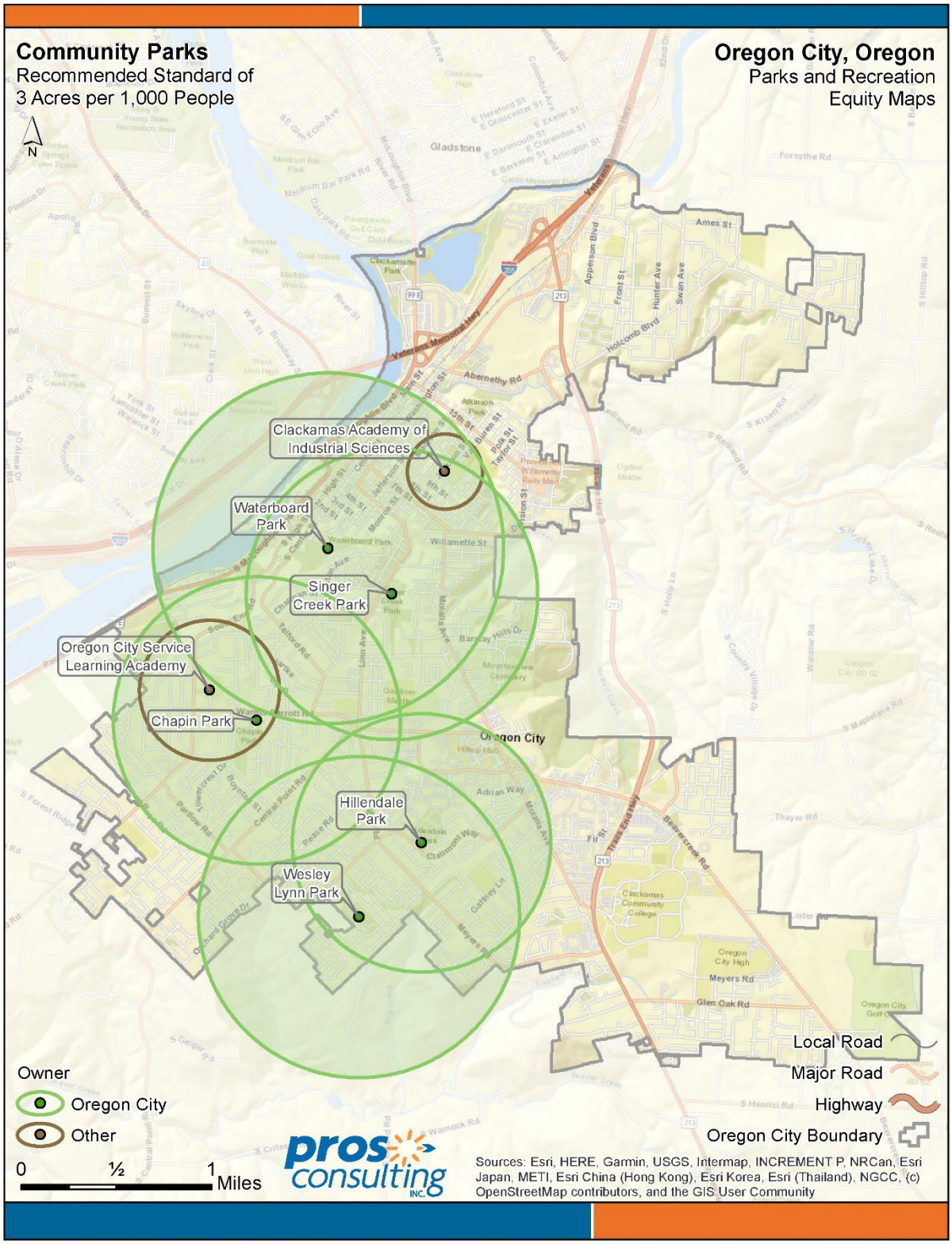


Figure 56: Community Parks Map

4.2.4 FENCE DOG PARK

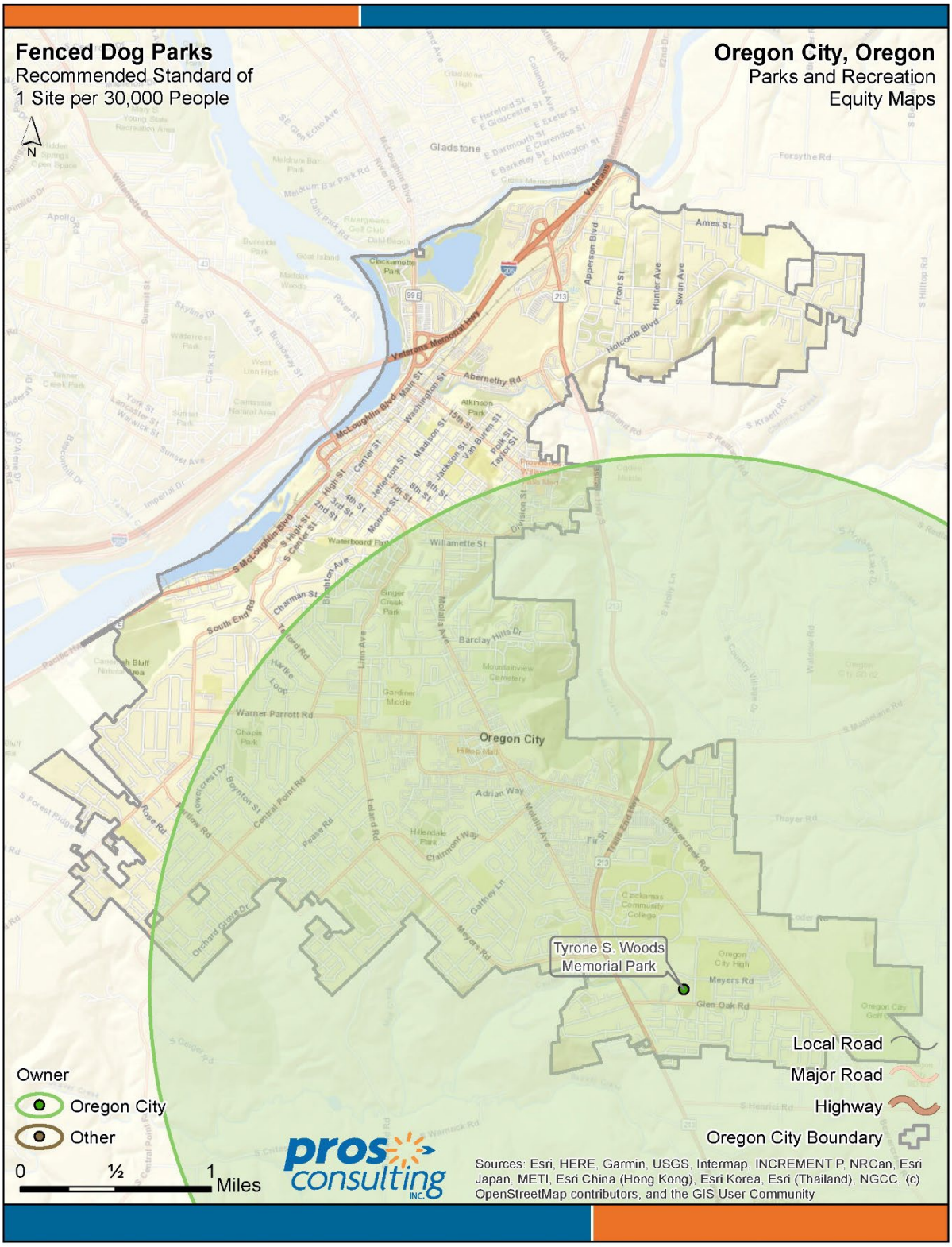


Figure 57: Fenced Dog Parks Map

4.2.5 INDOOR AQUATIC SPACE

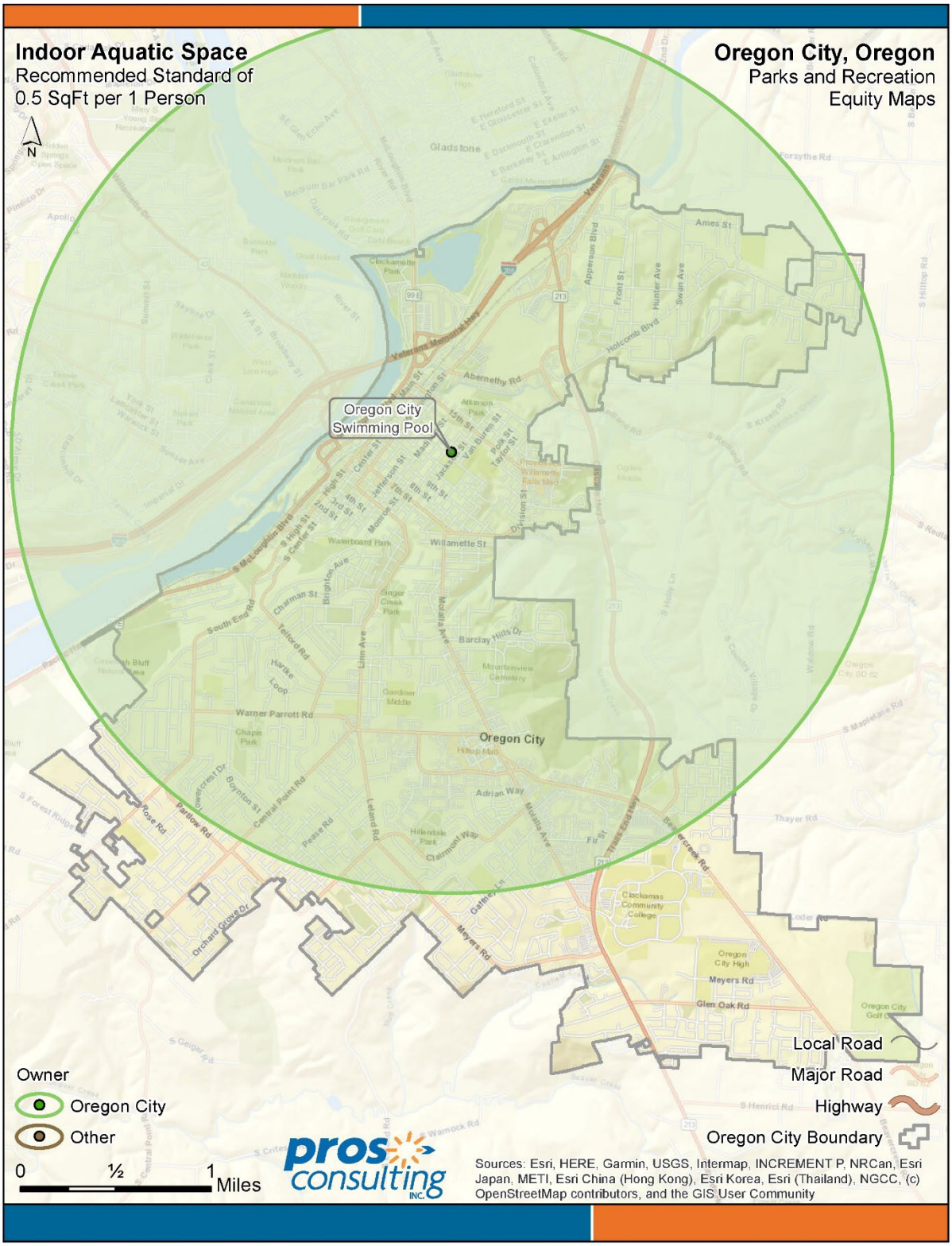


Figure 58: Indoor Aquatic Space Map

4.2.6 INDOOR RECREATION SPACE

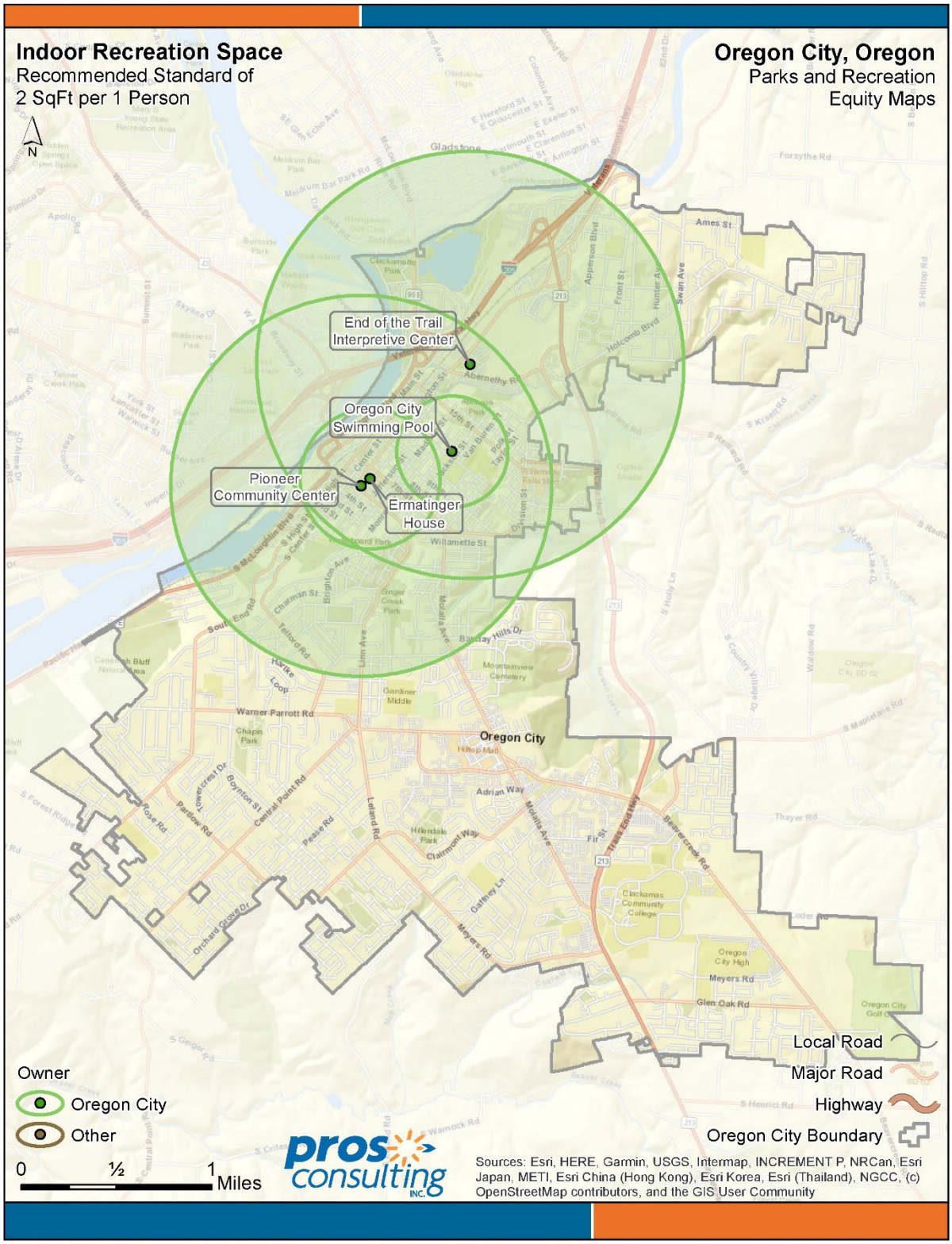


Figure 59: Indoor Recreation Space Map

4.2.7 MULTI-PURPOSE FIELDS (RECTANGULAR)

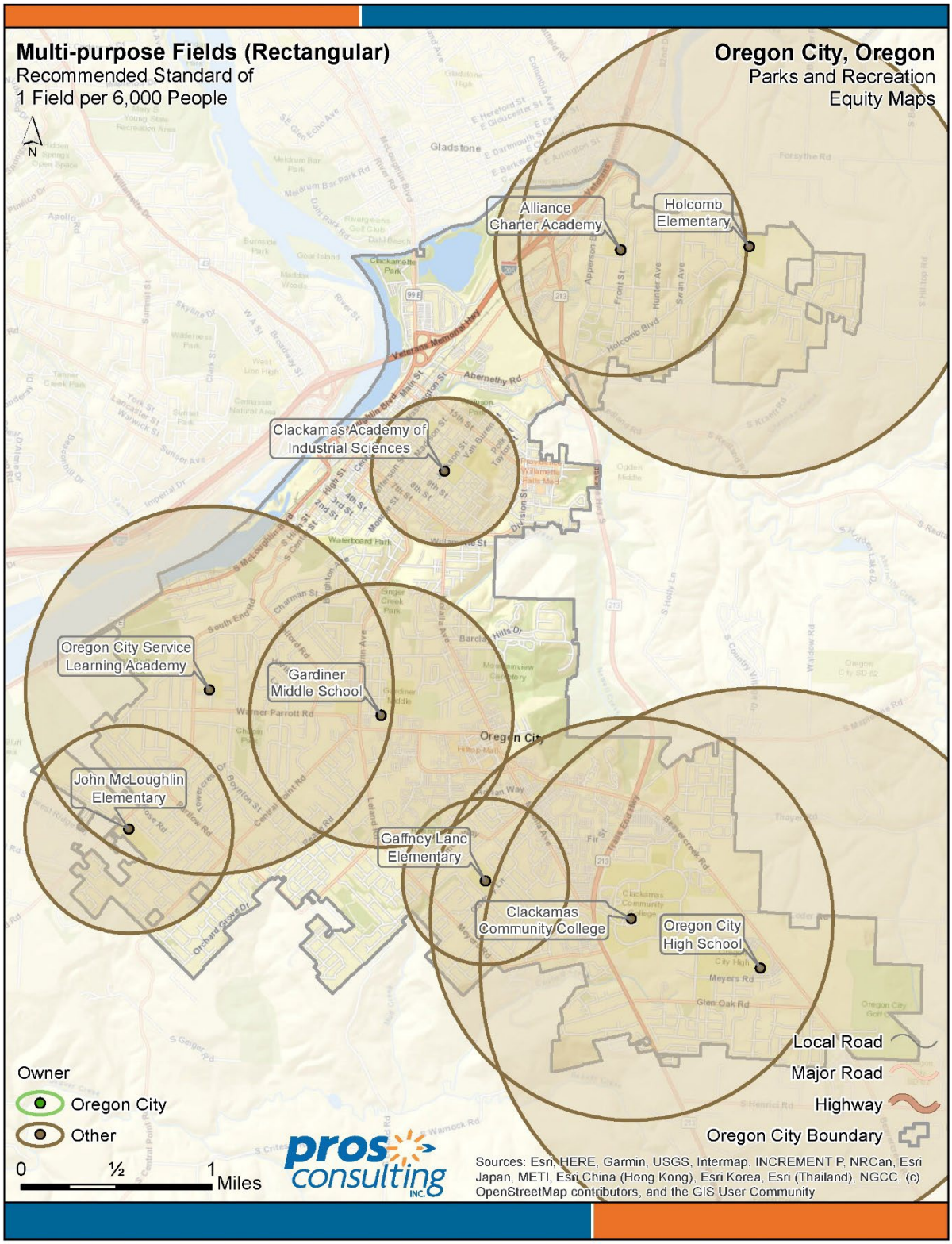


Figure 60:Multi-Purpose Fields (Rectangular) Map

4.2.8 NEIGHBORHOOD PARKS

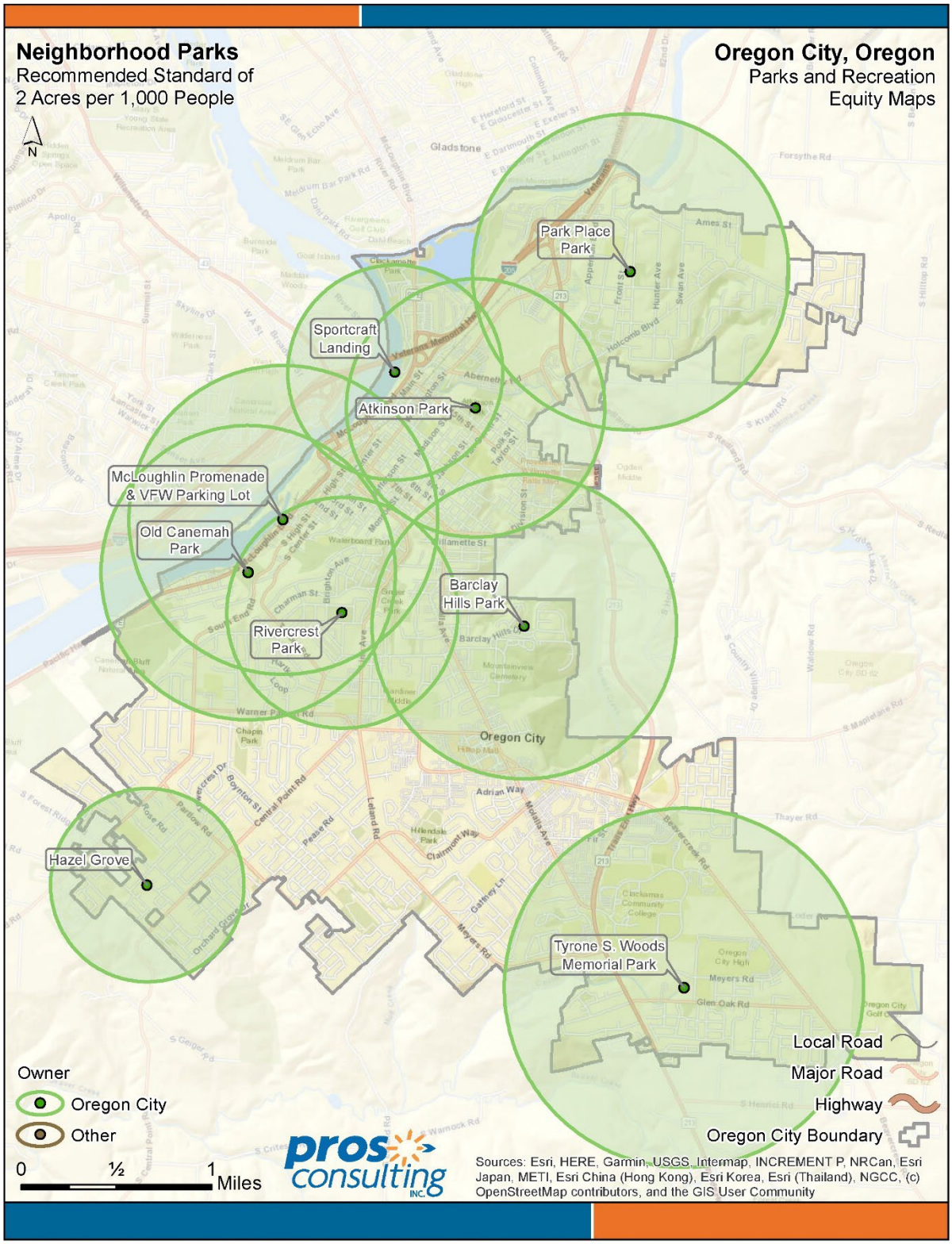


Figure 61: Neighborhood Parks Map

4.2.9 PICKLEBALL COURTS

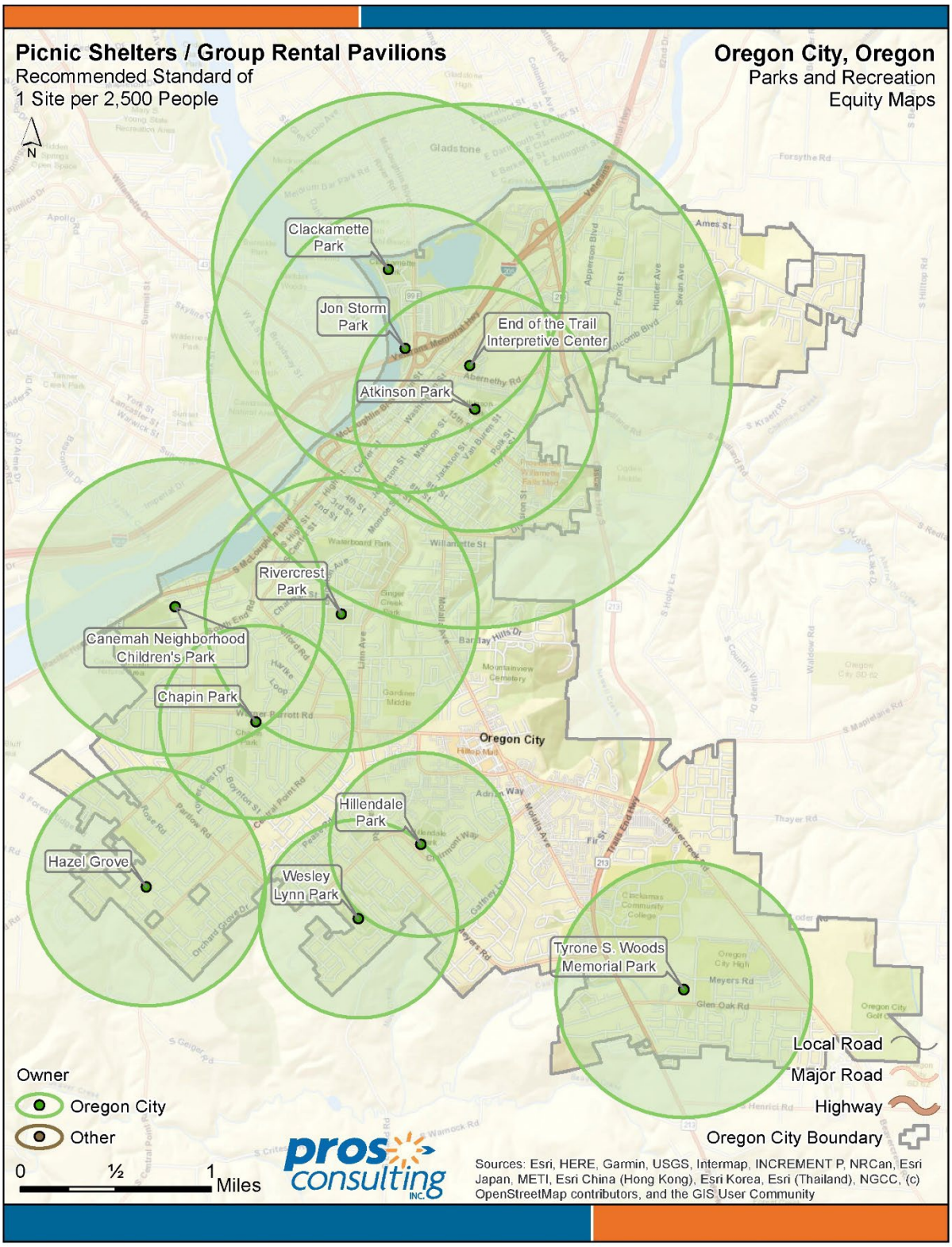


Figure 63: Picnic Shelters / Group Rental Pavillions Map

4.2.11 PLAYGROUNDS

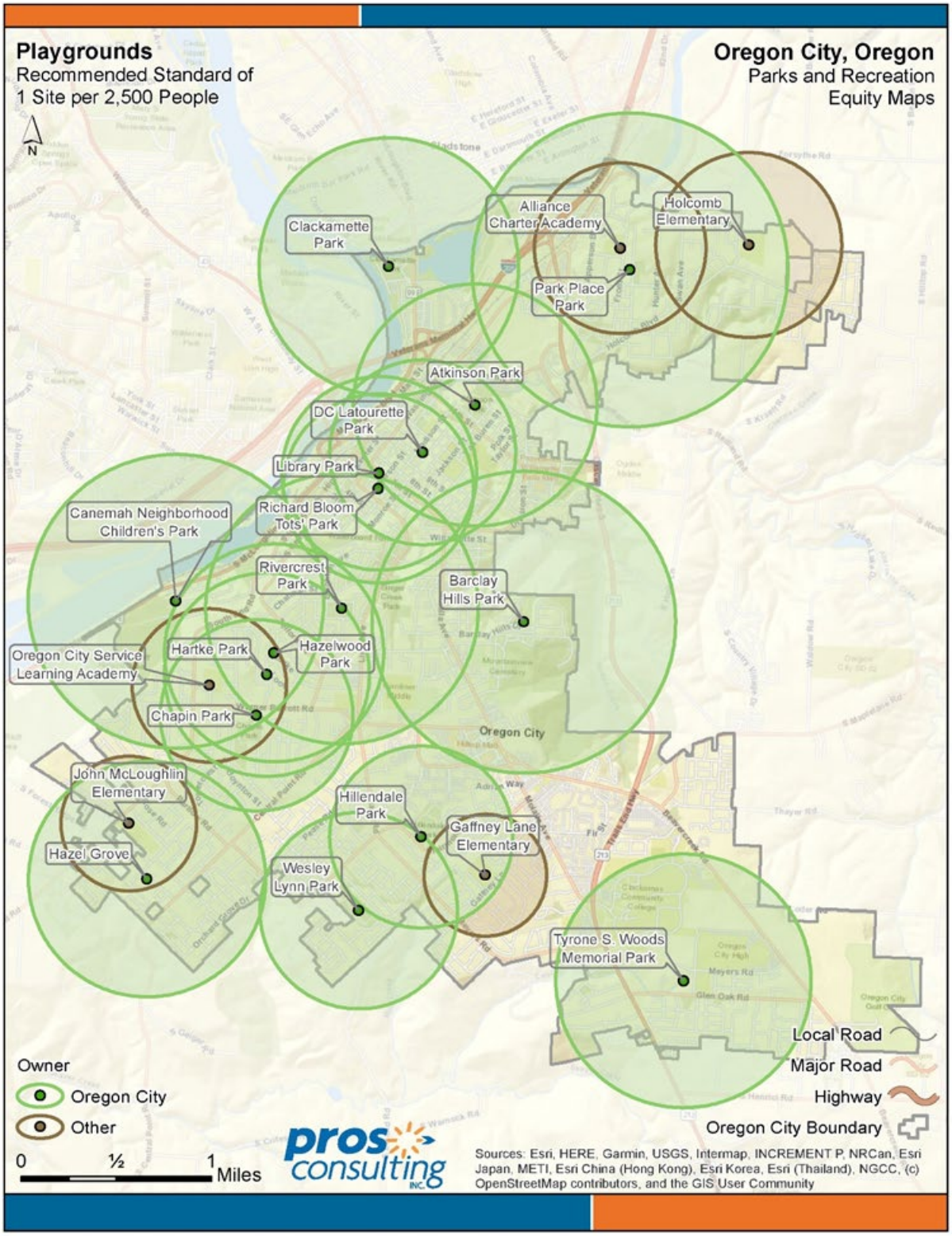


Figure 64: Playgrounds Map

4.2.12 POCKET PARKS

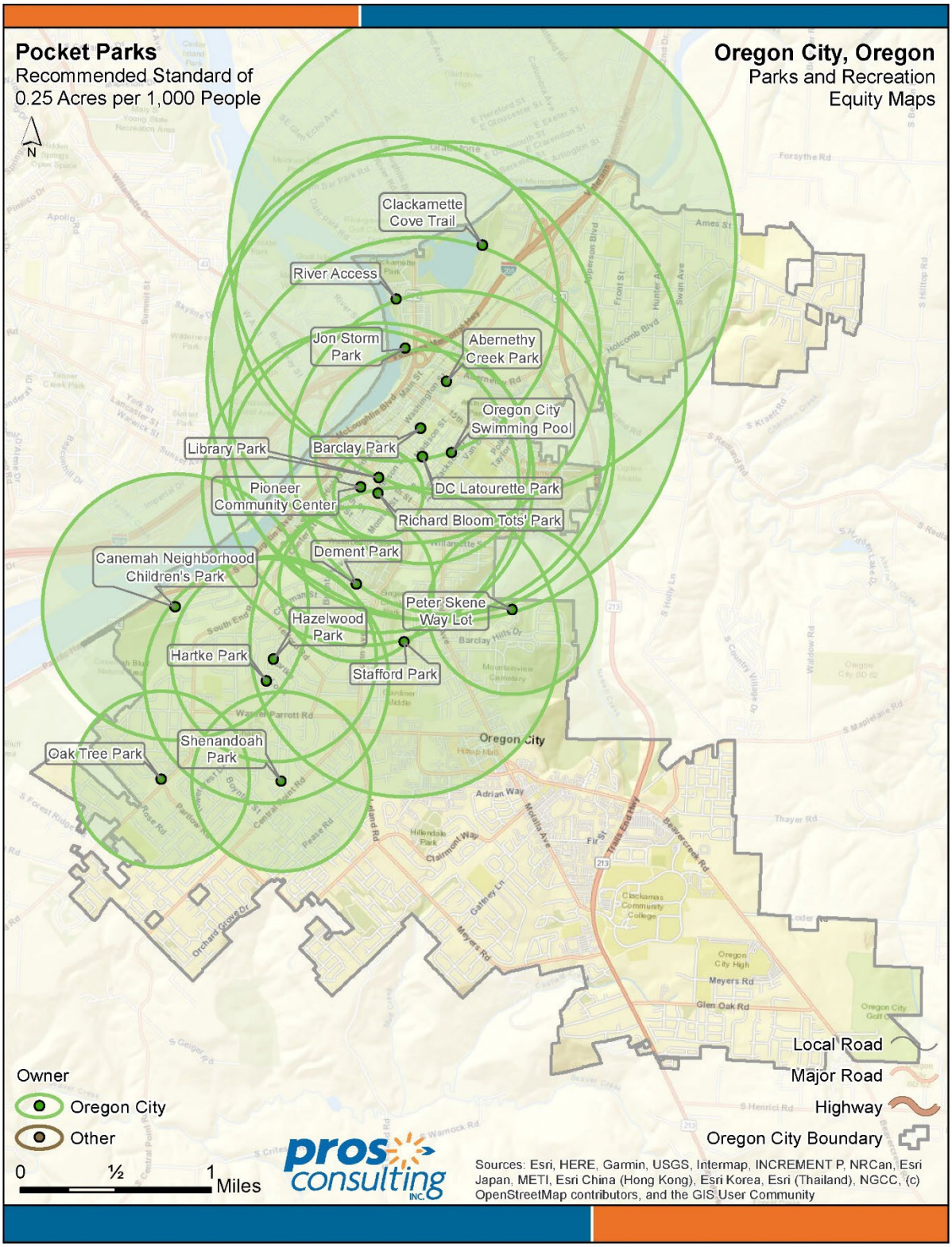


Figure 65: Pocket Parks Map

4.2.13 REGIONAL PARKS

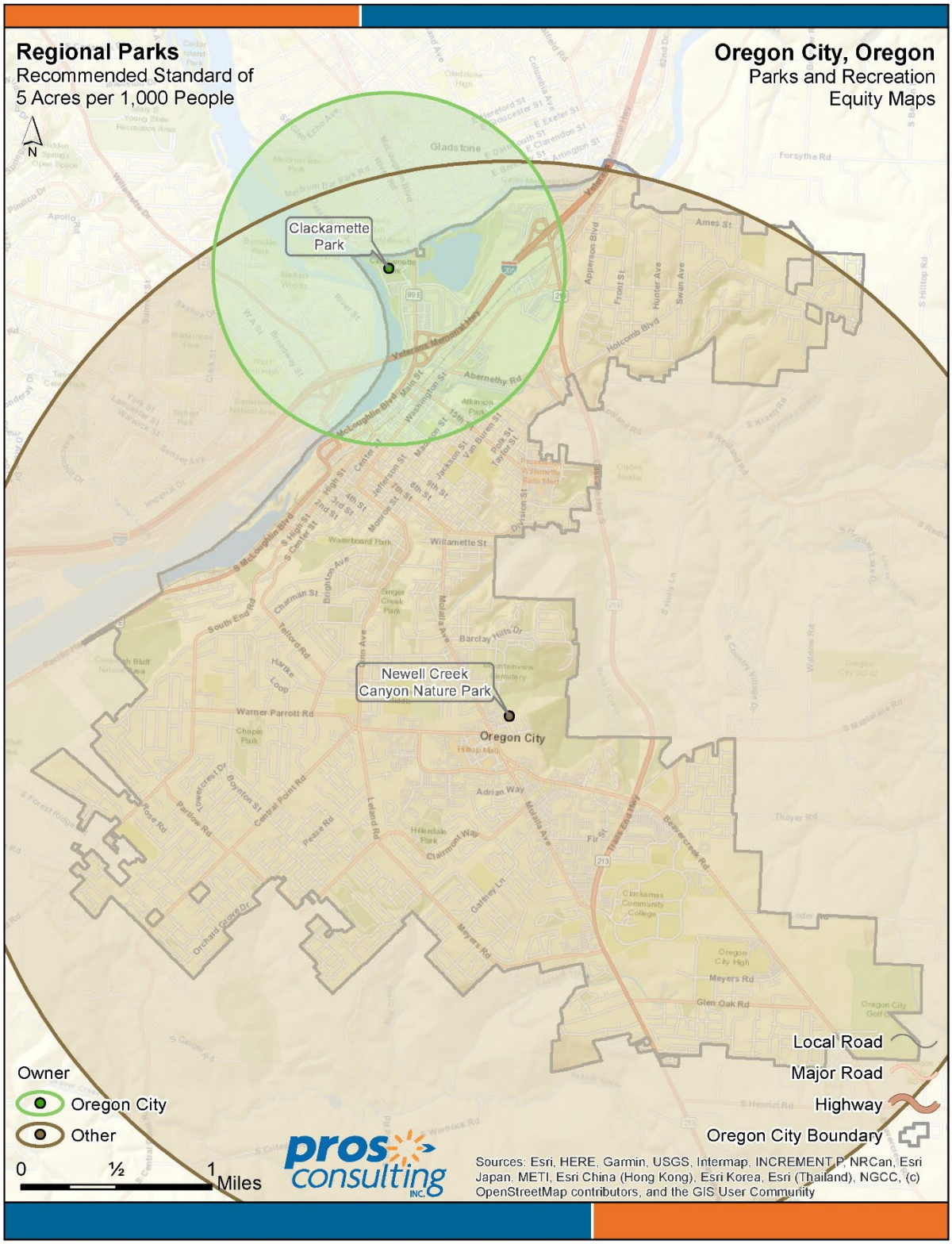


Figure 66: Regional Parks Map

4.2.14 SKATE PARKS

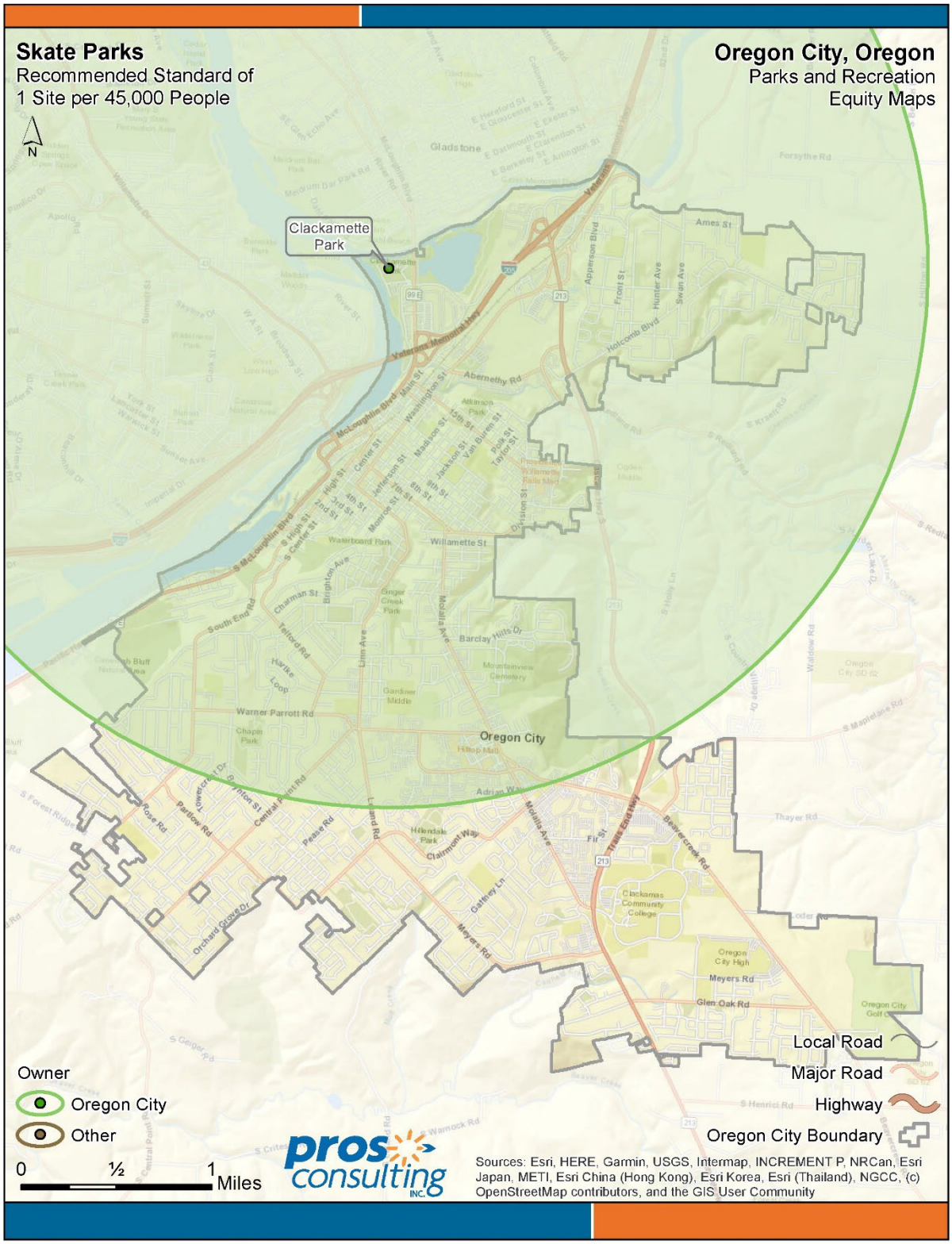


Figure 67: Skate Parks Map

4.2.15 SPECIALTY PARKS

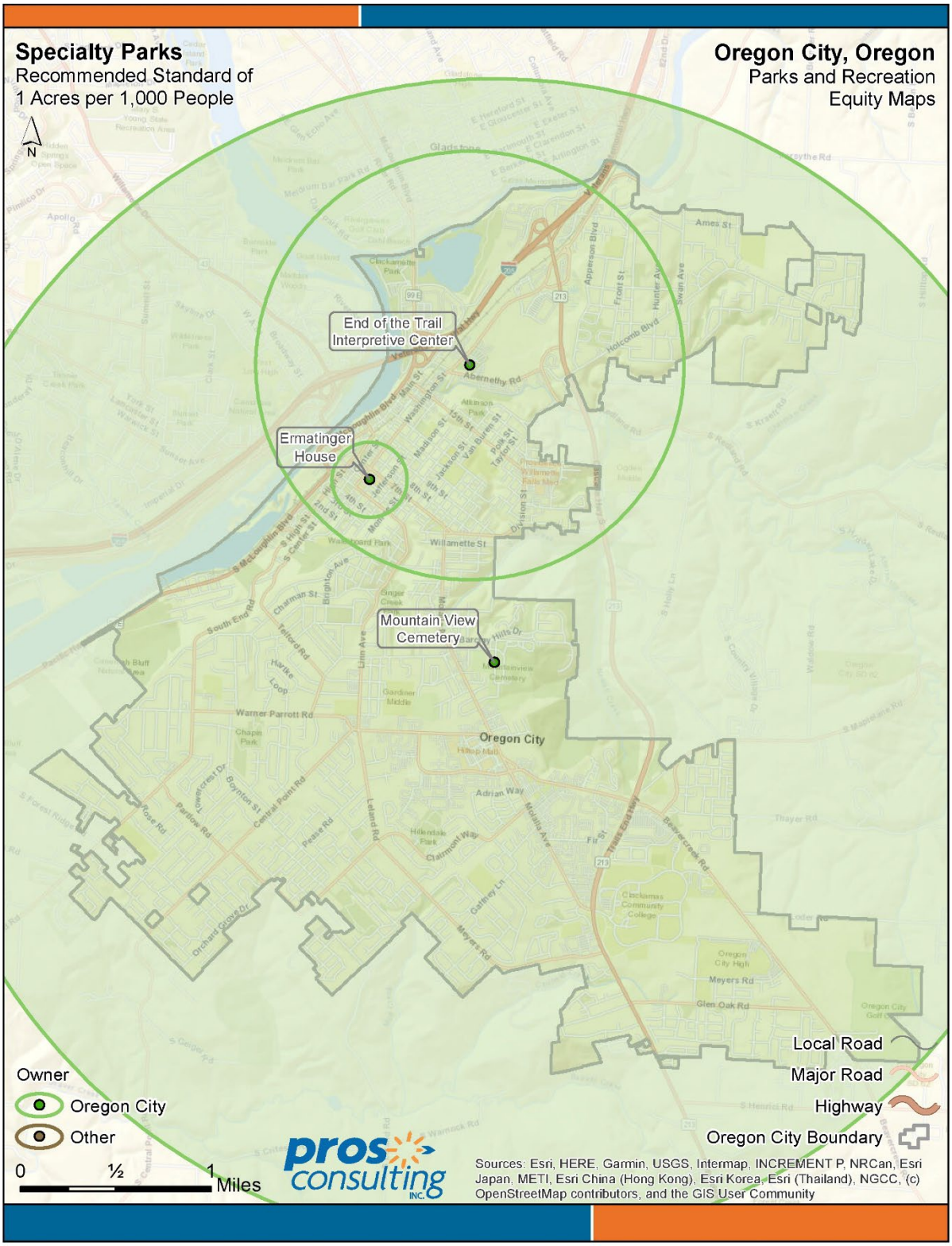


Figure 68: Specialty Parks Map

4.2.16 SPLASH PADS

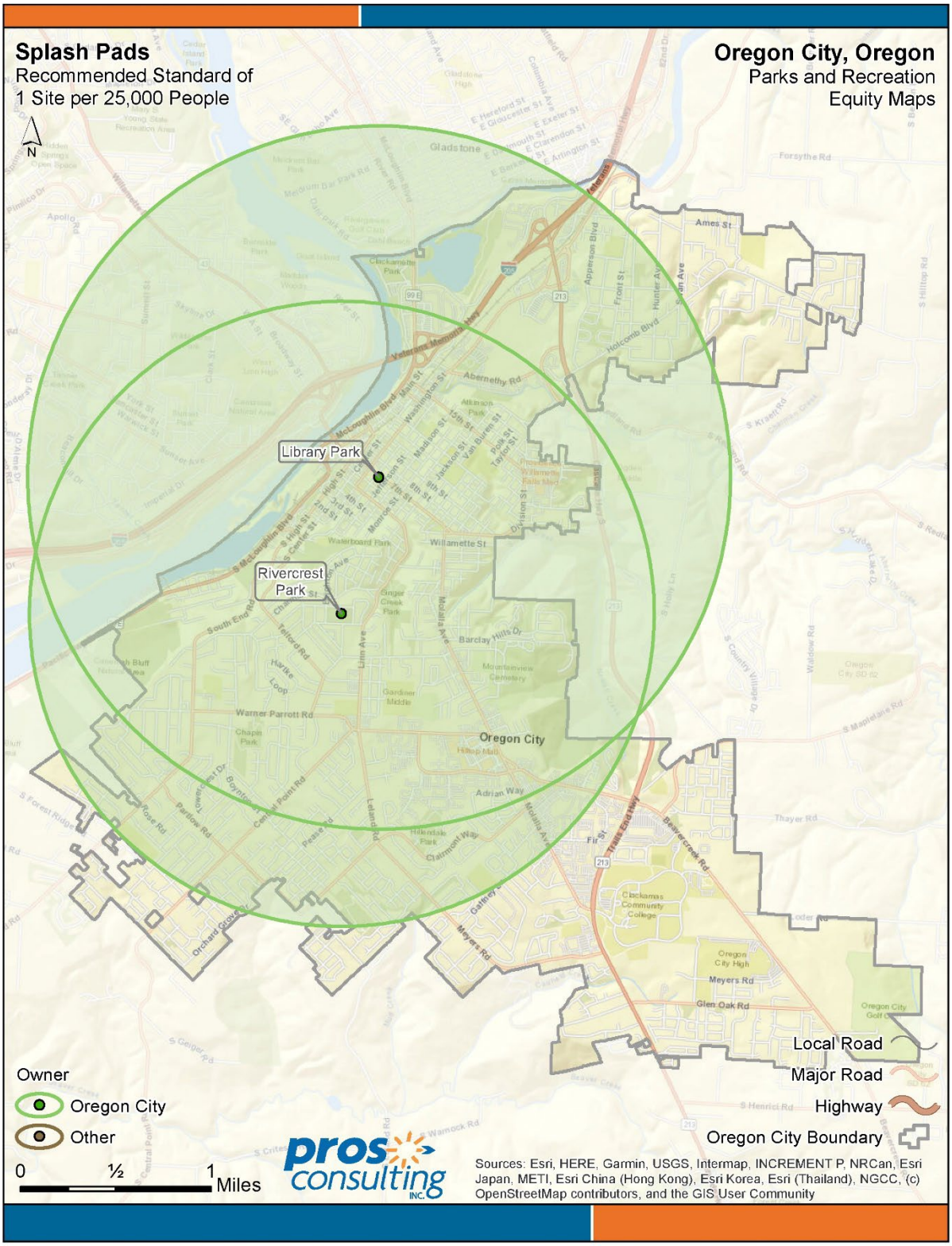


Figure 69: Splash Pads Map

4.2.17 TENNIS COURTS

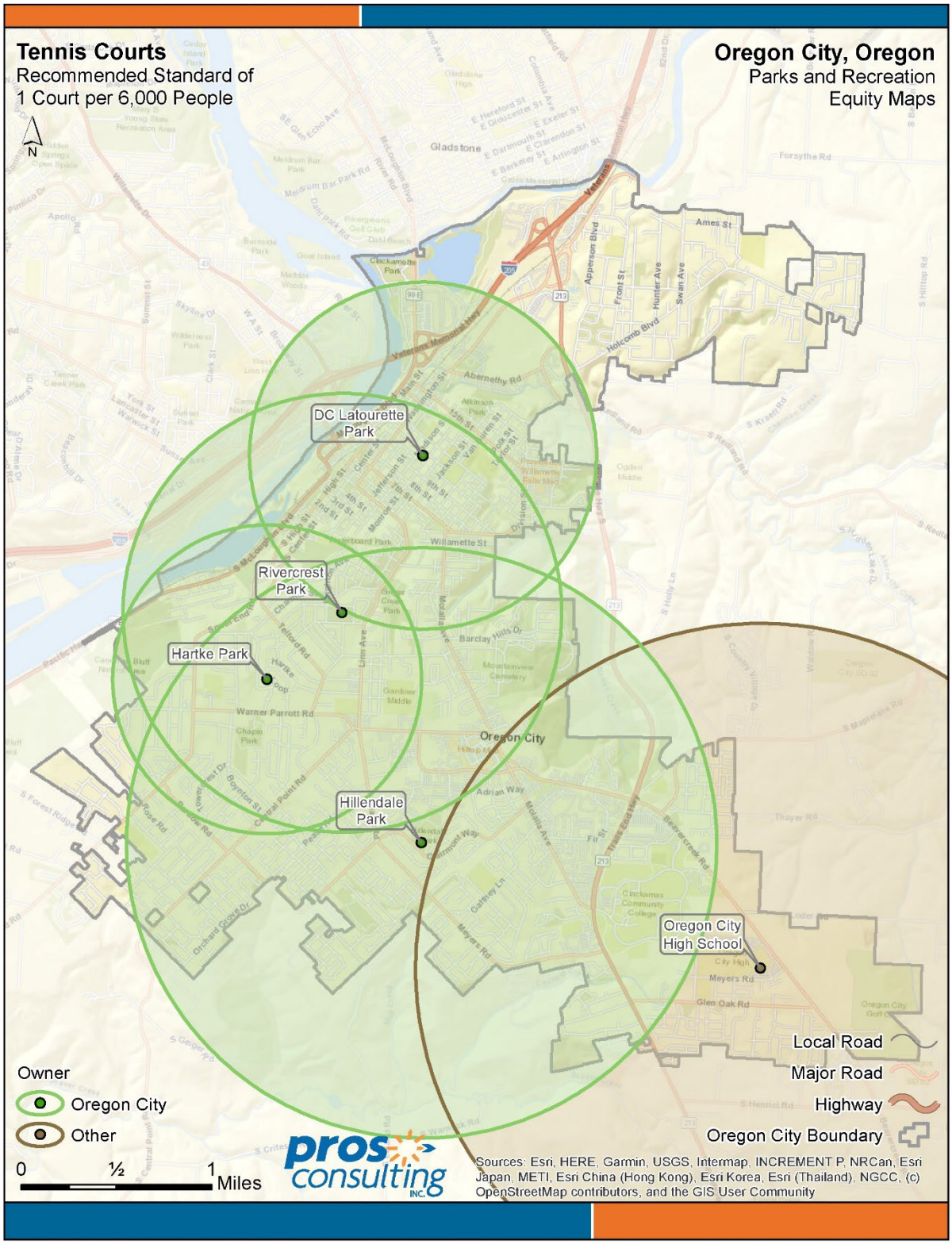


Figure 70: Tennis Courts Map

4.2.18 TRAILS (PAVED & UNPAVED)

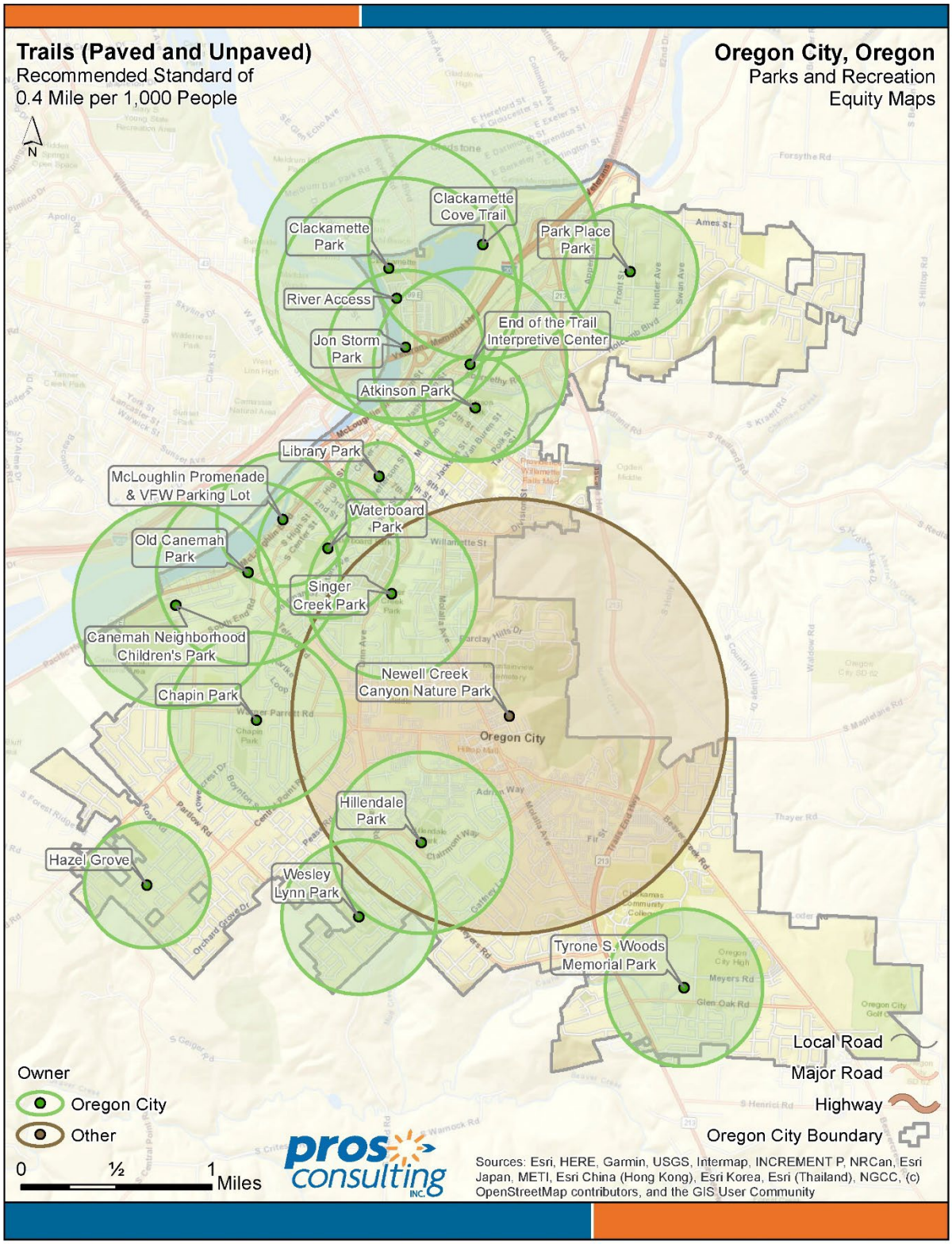


Figure 71: Trails Map

4.2.19 UNFENCED DOG PARKS

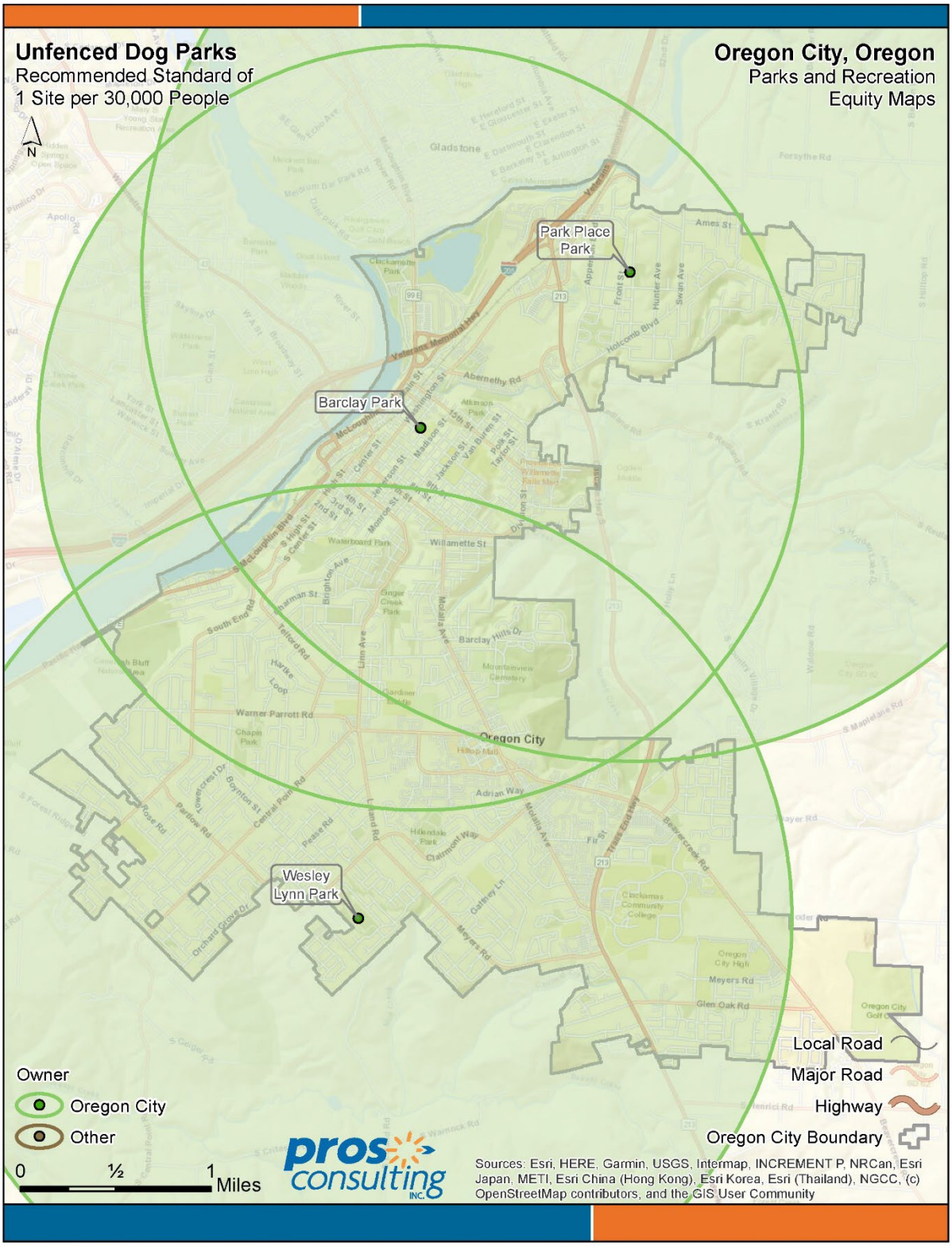


Figure 72: Unfenced Dog Parks Map

4.3 RECREATION PROGRAM AND OPERATIONS ASSESSMENT STUDY

4.3.1 INTRODUCTION

As part of the Plan, the consultant team assessed the recreation programs and operations of the Department. The assessment offers an in-depth perspective of offerings and helps identify strengths, challenges, and opportunities. The assessment also assists in identifying core programs, program gaps within the community, key system-wide issues, staffing, volunteer and partnership opportunities, and future programs and services for residents and visitors.

The consulting team based these findings and comments on a review of information provided by the Department including program descriptions, financial data, website content, and discussions with staff.

4.3.2 FRAMEWORK

Oregon City Parks and Recreation "strives to create recreation, leisure and cultural opportunities by providing high quality parks, facilities, programming and support services to people of all ages". To achieve this, the City operates a community center, two spray parks, an indoor aquatics facility, an RV Park, a cemetery, a historical home, 26 parks, and a variety of special events, and recreation programs. Professional, dedicated staff members, along with the assistance of valuable volunteers, manage the year-round recreation programs and activities and maintain parks and open spaces for the enjoyment of people of all ages and abilities.

4.3.3 PROGRAM ASSESSMENT OVERVIEW

Below are some overall observations from the program assessment sheet analysis:

- **Age segment analysis** shows that all eight Core Program Areas have a primary focus on adult programming. Age segmentation needs to be monitored annually to ensure program distribution aligns with the Department's mission of ensuring it provides services for all ages.
- **Program lifecycles:** Currently 46% of programs fall within the "Saturation" stage (recommended 0-10%) with 23% falling in the "Introduction, Take-Off, Growth" stage (recommended 50-60%). This indicates that the Department may benefit from repositioning programs and adding new opportunities based on community needs and input. A complete description of Lifecycle Stages can be found in **Section 4.3.9**.
- From a **marketing and promotions** standpoint, the staff utilizes a variety of marketing methods including printed and online program guides, website, flyers/brochures, direct mail, email blasts, marquees signs, in-facility signage, and various social media channels as a part of the marketing mix. The Department would benefit from identifying Return on Investment (ROI) for all marketing initiatives going forward.
- There is an opportunity to increase **social media** presence and use the medium to better tell the department's story and share the impact it has on the community.
- Currently, **customer feedback** methods are limited. It is highly recommended that the Department begins incorporating user feedback, on a more consistent basis, as a key performance measure that can be tracked over time. Specifically, pre- and post-program evaluation, lost customer surveys, and focus groups are strong feedback tools to be used moving forward.
- The Department's core program areas currently utilize multiple **pricing strategies**, with all core program areas using at least three different strategies.
- **Cost Recovery Goals** have been captured within the Financial Support & Sustainability Strategy 2021-2023. The Department is currently tracking cost recovery performance and should continue to do so.

4.3.4 PROGRAMMING

To help achieve the Department's mission, it is important to identify Core Program Areas based on current and future needs to create a sense of focus around specific program areas of greatest importance to the community. Public recreation is challenged by the premise of being all things to all people. The philosophy of the Core Program Area is to assist staff, policy makers, and the public to focus on what is most important to the community. Program areas are considered as Core if they meet a majority of the following criteria:

- The program area has been provided for a long period of time (over 4-5 years) and/or is expected by the community.
- The program area consumes a relatively large portion (5% or more) of the agency's overall budget.
- The program area is offered 3-4 seasons per year.
- The program area has wide demographic appeal.
- There is a tiered level of skill development available within the program area's offerings.
- There is full-time staff responsible for the program area.
- There are facilities designed specifically to support the program area.
- The agency controls a significant percentage (20% or more) of the local market.

4.3.5 EXISTING CORE PROGRAM AREAS

In discussions with the Department staff, the consulting team identified 8 Core Program Areas currently being offered.

Figure 73: Existing Core Program Areas

These existing Core Program Areas provide a generally well-rounded and diverse array of programming opportunities for the community. Department staff should evaluate Core Program Areas and the individual programs within them on an annual basis, to ensure offerings are relevant to evolving demographics and trends in the local community.

4.3.6 CORE PROGRAM AREA DESCRIPTIONS & GOALS

Aquatics

- **DESCRIPTION**
  - Recreation, fitness, water safety activities, and education to promote health and safety for all ages.
- **GOAL**
  - Provide programs for all age segments to have an impact on health and safety for the community. Provide life-saving classes.

Arts & Music

- **DESCRIPTION**
  - Creative learning through activities that include painting, music, and crafts.
- **GOAL**
  - Provide a wide range of activities for art and music opportunities to meet the requests of the community.

Community Services

- **DESCRIPTION**
  - Services provided to individuals to support independent and healthy living.
- **GOAL**
  - To provide needed services to the community as effectively as possible so as many citizens can be served as possible and have independent and healthy living.

Cultural & Enrichment

- **DESCRIPTION**
  - Programs that educate, enlighten, or broaden the experiences of individuals.
- **GOAL**
  - Provide events and programs that are for all ages and cultures. To bring in people of other backgrounds into events and services.

Educational

- **DESCRIPTION**
  - Programs that increase knowledge on various subjects.
- **GOALS**
  - Using programs to expand the knowledge of community members on various subjects and topics.

Events

- **DESCRIPTION**
  - A planned public and social occasion that is appealing to a majority of people or specialized interests.
- **GOALS**
  - Provide programs and events that bring a large section of the community together in a space.

Fitness

- **DESCRIPTION**
  - Activities that promote physical health, endurance, strength, and overall health and wellness.
- **GOALS**
  - Provide multiple opportunities for engagement of all levels to participate in activities that support fitness and activity for all physical abilities.

Socialization

- **DESCRIPTION**
  - Opportunities to enhance connections within your community.
- **GOALS**
  - Provide avenues for community members to have opportunities to engage with other members of the community while participating in activities.

4.3.7 EXPANSION OPPORTUNITIES IN CORE PROGRAM AREAS

Based on the results from the Statistically Valid Community Survey, there is a high priority for the expansion of Adult & Senior fitness & wellness programs and Special Events. This data is displayed in the Priority Investment Rating (PIR) chart below. **(See Figure 75)**

PIR was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on parks and recreation investments. The PIR equally weighs:

(1) the importance that households place on each facility/amenity/program **and**
(2) how many households have unmet needs for the facility/amenity/program.

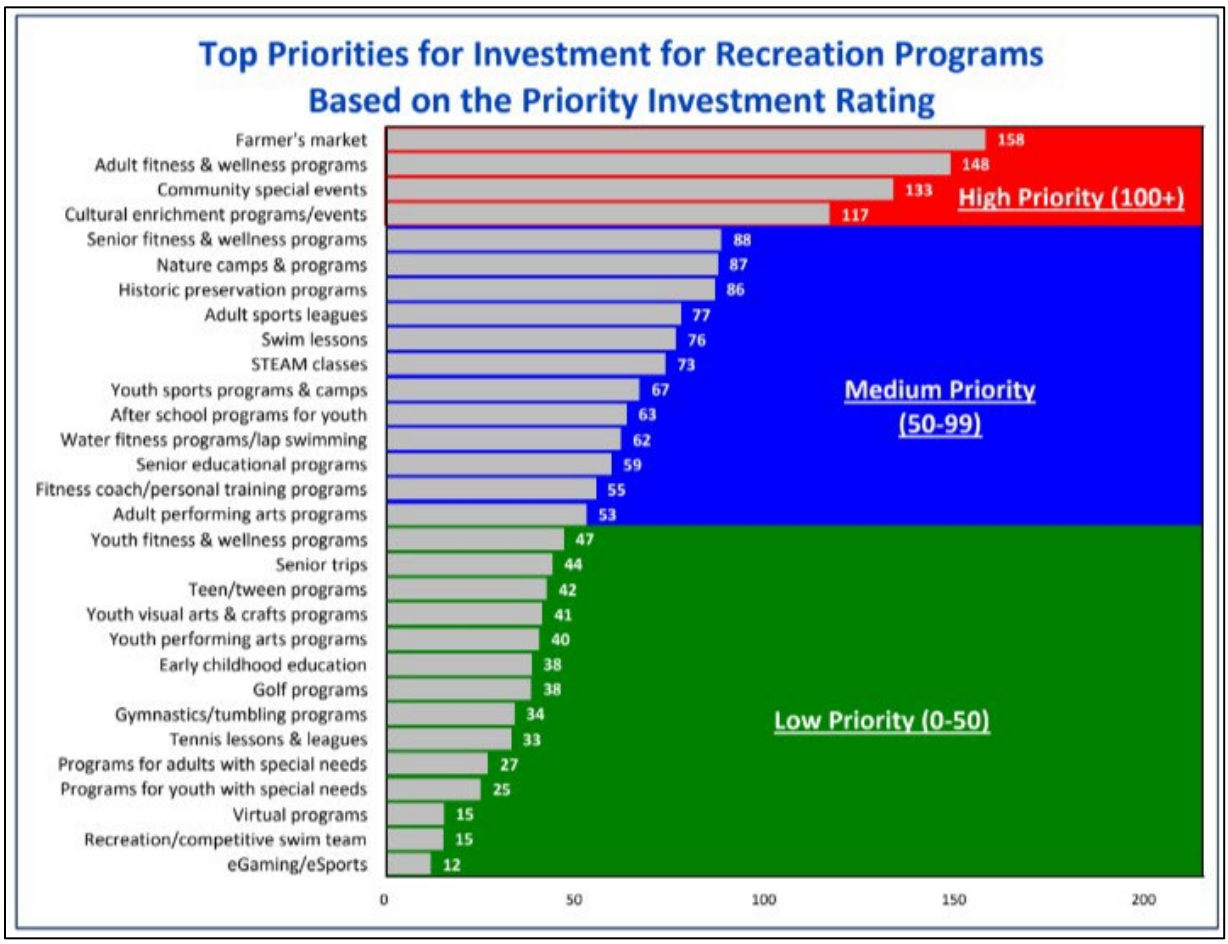


Figure 74: Top Priorities for Program Investment Based on PIR

4.3.8 AGE SEGMENT ANALYSIS

An Age Segment Analysis was completed by Core Program Area, to review the age segments served by different program areas and to identify any gaps in segments served. It is recommended that staff perform an Age Segment Analysis by individual programs to further understand and tailor future offerings to community needs.

The table below depicts each Core Program Area and the most prominent age segments they serve. Recognizing that many Core Program Areas serve multiple age segments, Primary (noted with a 'P') and Secondary (noted with an 'S') markets are identified.

AGE SEGMENT ANALYSIS

Core Program Area	Preschool (5 and Under)	Elementary (6-12)	Teens (13-17)	Adult (18+)	Senior (55+)	All Ages Programs
Aquatics	P	P	S	P	P	S
Arts & Music	S	S	S	P	P	S
Community Services	S	S	S	P	P	S
Cultural & Enrichment	S	S	S	P	P	P
Educational	S	S	S	P	P	S
Events	S	S	S	P	P	P
Fitness	S	S	S	P	P	S
Socialization	S	S	S	P	P	S

Figure 75: Program Priority by Age Segment

The Department offerings primarily serve adult age segments in all Core Program Areas. Preschool and elementary ages are served as primary audiences in aquatics and all ages are considered primary audiences in cultural & enrichment and events core program areas.

Staff should continue to monitor demographic shifts and program offerings to ensure that the needs of each age group are being met. Approximately 20% of the City's population is youth ages 0-17, yet, very few core programs areas target this age segment as a primary audience. It is ideal to establish a plan including what age segment to target, establish the message, which marketing method(s) to use, create the social media campaign, and determine what to measure for success before allocating resources towards a particular effort.

4.3.9 PROGRAM LIFECYCLE

A Program Lifecycle Analysis involves reviewing each program offered by the Department to determine the stage of growth or decline for each. This provides a way of informing strategic decisions about the overall mix of programs managed by the agency to ensure that an appropriate number of programs are "fresh" and that relatively few programs if any, need to be discontinued. This analysis is based on both quantitative data and staff members' knowledge of their program areas. The following table shows the percentage distribution of the various lifecycle categories of the Department's programs. These percentages were obtained by comparing the number of programs in each individual stage with the total number of programs listed by staff members.

Lifecycle Stage	Description	Actual Program Distribution		Recommended Distribution
Introduction	New program; modest participation	4%	23%	50-60% total
Take-Off	Rapid participation growth	1%		
Growth	Moderate, but consistent population growth	18%		
Mature	Slow participation growth	32%	32%	40% total
Saturation	Minimal to no participation growth; extreme competition	46%	46%	0-10% total
Decline	Decline participation	0%		

Figure 76: Program Lifecycle Distribution

The Lifecycle Analysis shows 23% of programs falling within the beginning stages (Introduction, Take-Off, & Growth) 32% in the Mature stage, and almost half of the programs, 46%, falling within the saturation stage.

According to staff, 32% of all program offerings currently fall into the Mature Stage. With 23% of programs being in the Growth Stage (some of which will transition into the Mature stage), we can expect the percentage of mature programs to continue growing. The Mature Stage anchors a program portfolio, and it is recommended to have roughly 40% of programs within this category to achieve a stable foundation.

46% of programs have been identified as Saturated or Declining (0-10% Recommended Distribution). It is a natural progression for programs to eventually evolve into saturation and decline stages. This is a function of limited indoor recreation (Community Services, Cultural Enrichment) and particularly indoor aquatic space (as indicated by staff in their assessments) for the Department to expand into, thus resulting in minimal or no participation growth despite community interest. This Plan will help the Department explore options to expand space and/or partnerships for increased capacity to ensure community needs are met. For programs that are Saturated due to lack of interest, the Department could explore ways to reposition or replace them based on community needs and trends.

Staff should complete a Program Lifecycle Analysis annually and ensure that the percentage distribution closely aligns with desired performance. The Department could also include annual performance measures for each Core Program Area to track participation growth, customer retention, and percentage of new programs as an incentive for innovation and alignment with community trends.

4.3.10 PROGRAM SERVICES CLASSIFICATION

Conducting a classification of services analysis informs how each program serves the overall organizational mission, the goals and objectives of each Core Program Area, and how the program should be funded regarding tax dollars and/or user fees and charges. A program's classification can help determine the most appropriate management, funding, and marketing strategies.

Program classifications are based on the degree to which the program provides a public benefit versus a private benefit. **Public** benefit can be described as everyone receiving the same level of benefit with equal access, whereas **private** benefit can be described as the user receiving exclusive benefit above what a general taxpayer receives for their personal benefit.

For this exercise, the Department used a classification method based on three categories: **Essential Services, Important Services, and Value-Added Services**. Where a program or service is classified depends upon alignment with the organizational mission, how the public perceives a program, legal mandates, financial sustainability, personal benefit, competition in the marketplace, and access by participants. The following graphic describes each of the three program classifications.

Figure 77: Program Services Classifications

With assistance from staff, all recreation programs offered by the Department were classified into three categories. The results presented in the following table represent the current classification of recreation program services. Programs should be assigned ranges for cost recovery goals within those overall categories. A full program list organized by Core Program Areas can be found in ***APPENDIX A***.

Program Classification			
Factors	**Essential**	**Important**	**Value-Added**
Public interest; Legal Mandate; Mission Alignment	High public expectation	High public expectation	High individual and interest group expectation
Financial Sustainability	Free, nominal or fee tailored to public needs, Requires public funding	Fees cover some direct costs, Requires a balance of public funding and a cost recovery target	Fees cover most direct and indirect costs, Some public funding as appropriate
Benefits (health, safety, protection of assets, etc.)	Substantial public benefit (negative consequence if not provided)	Public and individual benefit	Primarily individual benefit
Competition in the Market	Limited or no alternative providers	Alternative providers unable to meet demand or need	Alternative providers readily available
Access	Open access by all	Open access Limited access to specific users	Limited access to specific users
Best Practice Cost Recovery Goal*	*0 - 50%*	*50% - 75%*	*75% - 100%+*
Program Distribution	***23%***	***34%***	***43%***

Figure 78: Program Services Classification Distribution

4.3.11 COST-OF-SERVICE & COST RECOVERY

Cost recovery targets should at least be identified for each Core Program Area, and for specific programs or events when realistic. The previously identified Core Program Areas would serve as an effective breakdown for tracking cost recovery metrics including administrative costs. Theoretically, staff should review how programs are grouped for similar cost recovery and subsidy goals to determine if current practices still meet management outcomes.

Determining cost recovery performance and using it to make informed pricing decisions involves a three-step process:

1. Classify all programs and services based on the public or private benefit they provide (as completed in the previous section).
2. Conduct a Cost-of-Service Analysis to calculate the full cost of each program.
3. Establish a cost recovery percentage, through Department policy, for each program or program type based on the outcomes of the previous two steps and adjust program prices accordingly.

UNDERSTANDING THE FULL COST-OF-SERVICE

To develop specific cost recovery targets, full cost of accounting needs to be created for each class or program that accurately calculates direct and indirect costs. Cost recovery goals are established once these numbers are in place, and the Department's program staff should be trained on this process. A Cost-of-Service Analysis should be conducted on each program, or program type, that accurately calculates direct (i.e., program-specific) and indirect (i.e., comprehensive, including administrative overhead) costs. Completing a Cost-of-Service Analysis not only helps determine the true and full cost of offering a program, but it also provides information that can be used to price programs based upon

accurate delivery costs. The figure below illustrates the common types of costs that must be accounted for in a Cost-of-Service Analysis.

Figure 79: Total Costs for Activity

The methodology for determining the total Cost-of-Service involves calculating the total cost for the activity, program, or service, then calculating the total revenue earned for that activity. Costs (and revenue) can also be derived on a per-unit basis. Program or activity units may include:

- Number of participants
- Number of tasks performed
- Number of consumable units
- Number of service calls
- Number of events
- Required time for offering program/service

Agencies use Cost-of-Service Analysis to determine what financial resources are required to provide specific programs at specific levels of service. Results are used to determine and track cost recovery as well as to benchmark different programs provided by the Department between one another. Cost recovery goals are established once Cost-of-Service totals have been calculated. Program staff should be trained on the process of conducting a Cost-of-Service Analysis and the process should be undertaken on a regular basis.

CURRENT COST RECOVERY

Who benefits from a program or service is one of the key factors in determining pricing. As services become more individualized, higher levels of cost recovery are appropriate and expected. The pricing model, illustrated below, graphically depicts this concept. As the level of benefit to the individual increases, so does the level of cost recovery for that service.

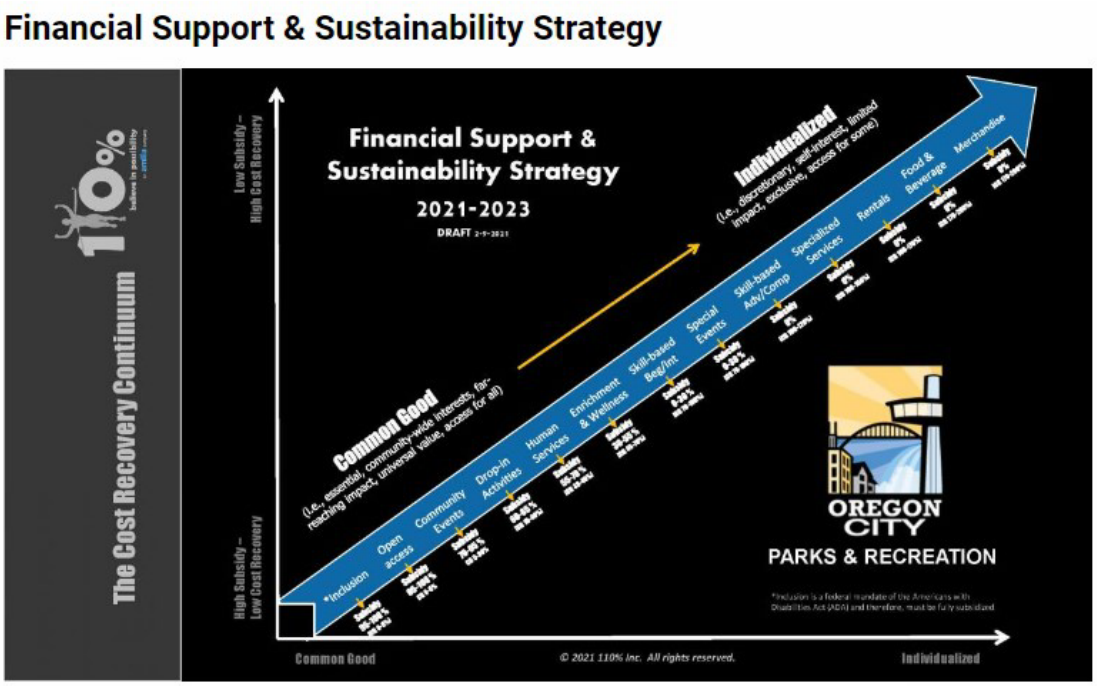


Figure 8: Oregon City Cost Recovery Model

In October 2020, the Oregon City Parks and Recreation Department undertook a comprehensive cost recovery analysis leading to the development of the Financial Support and Sustainability Policy. This policy, adopted on October 20, 2021, and enacted on July 1, 2022, was designed to balance the costs and benefits to the community. Services with more individual benefits have lower subsidies, while those with broader community benefits are subsidized more. Historically, sports groups enjoyed free exclusive use of courts and fields, but increasing demand over the past decade prompted the city to revisit this. The revised policy now requires a fee for exclusive field and court use, with residents paying $10 per hour and non-residents $15 per hour. These adjustments also channel more support to other community programs, such as Meals on Wheels, service/veteran counseling, and enrichment programs. The department, though lean in staff, focuses on serving the larger community. While rate increases took effect from July 1st, 2022, the city remains committed to equity, offering scholarships, payment plans, and more to ensure accessible and inclusive recreational opportunities.

4.3.12 PRICING

Pricing strategies are one mechanism agencies can use to influence cost recovery.

Staff should monitor the effectiveness of the various pricing strategies they employ and adjust as necessary. It is also important to continue monitoring for yearly competitors and other service providers (i.e., similar providers) as found in ***Appendix E***. The table below details pricing methods currently in place by each Core Program Area and additional areas for strategies to implement over time.

PRICING STRATEGIES										
	Age Segment	Family / Household Status	Residency	Weekday / Weekend	Prime / Non-Prime Time	Group Discounts	By Location	By Competition (Market Rate)	By Cost Recovery Goals	By Customer's Ability to Pay
Core Program Area	Different prices offered for different ages	Different prices offered for family / household groups	Different prices for resident vs non-resident	Different prices for different days of the week	Different prices for different times of the day	Different prices for groups	Different prices at different locations	Competitors' prices influence your price	Dept. cost recovery goals influence your price	Scholarships, subsidies, discounted rates offered for low-income
Aquatics	X	X	X			X		X	X	X
Arts & Music	X		X						X	
Community Services	X		X						X	
Cultural & Enrichment	X		X					X	X	
Educational	X		X						X	X
Events	X		X						X	
Fitness	X		X						X	
Socialization	X		X						X	

Figure 80: Pricing Strategy Usage

4.3.13 PROGRAM STRATEGY RECOMMENDATIONS

In general, the Department program staff should continue the cycle of evaluating programs on both individual merits and program mix. This can be completed at one time on an annual basis, or in batches at key seasonal points of the year, as long as each program is checked once per year. The following tools and strategies can help facilitate this evaluation process:

MINI BUSINESS PLANS

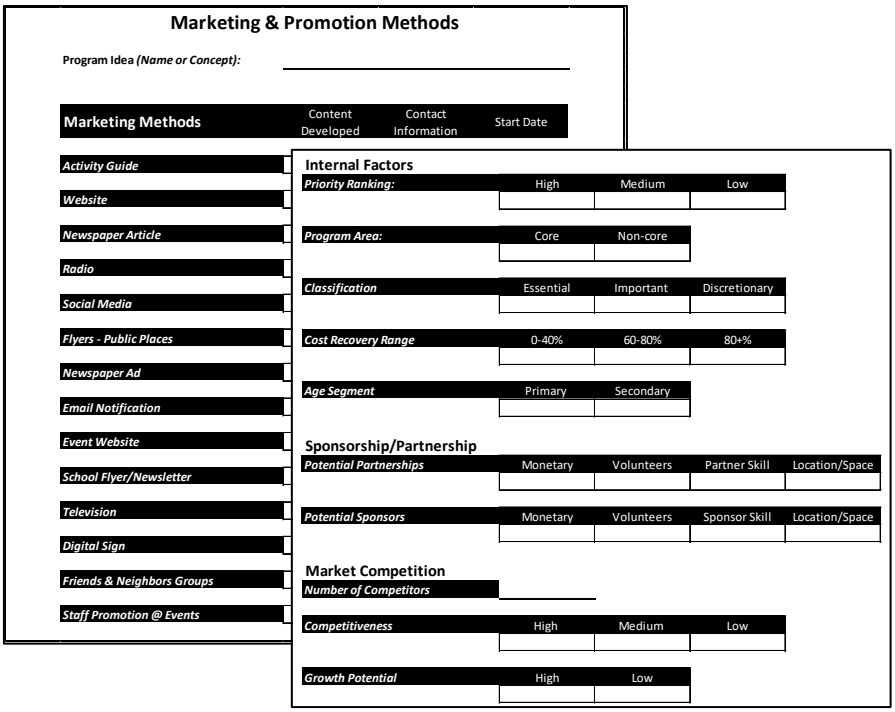
The consulting team recommends that Mini Business Plans (2-3 pages) for each Core Program Area be updated on a yearly basis. These plans should evaluate the Core Program Area based on meeting the outcomes desired for participants, cost recovery, percentage of the market and business controls, Cost-of-Service, pricing strategy for the next year, and marketing strategies that are to be implemented. If developed regularly and consistently, they can be effective tools for budget construction and justification processes in addition to marketing and communication tools. See ***Appendix F*** for a template.

PROGRAM DEVELOPMENT & DECISION-MAKING MATRIX

When developing program plans and strategies, it is useful to consider all the Core Program Areas and individual program analyses discussed in this Program Assessment. Lifecycle, Age Segment, Classification, and Cost Recovery Goals should all be tracked, and this information, along with the latest demographic trends and community input, should be factors that lead to program decision-making. Community input can help staff focus on specific program areas to develop new opportunities in what group of citizens to target, including the best marketing methods to use.

A simple, easy-to-use tool similar to ***Figure 82*** below will help compare programs and prioritize resources using multiple data points, rather than relying solely on cost recovery. In addition, this analysis will help staff make an informed, objective case to the public when a program in decline, but beloved by a few, is retired.

If the program/service is determined to have high priority, appropriate cost recovery, good age segment appeal, good partnership potential, and strong market conditions, the next step is to determine the marketing methods by completing a similar exercise as the one seen below.



Marketing & Promotion Methods

Program Idea *(Name or Concept):* _____

Marketing Methods	Content Developed	Contact Information	Start Date
Activity Guide			
Website			
Newspaper Article			
Radio			
Social Media			
Flyers - Public Places			
Newspaper Ad			
Email Notification			
Event Website			
School Flyer/Newsletter			
Television			
Digital Sign			
Friends & Neighbors Groups			
Staff Promotion @ Events			

Internal Factors

Priority Ranking:	High	Medium	Low
Program Area:	Core	Non-core	
Classification	Essential	Important	Discretionary
Cost Recovery Range	0-40%	60-80%	80+%
Age Segment	Primary	Secondary	

Sponsorship/Partnership

Potential Partnerships	Monetary	Volunteers	Partner Skill	Location/Space
Potential Sponsors	Monetary	Volunteers	Sponsor Skill	Location/Space

Market Competition

Number of Competitors _____

Competitiveness	High	Medium	Low
Growth Potential	High	Low	

Figure 81: Program Development Template

PROGRAM EVALUATION CYCLE (WITH LIFECYCLE STAGES)

Using the Age Segment and Lifecycle analysis and other established criteria, program staff should evaluate programs on an annual basis to determine the program mix. This can be incorporated into the Program Operating/Business Plan process. A diagram of the program evaluation cycle and program lifecycle is found in ***Figure 82*** below. During the Beginning Stages, program staff should establish program goals, design program scenarios, and components, and develop the program operating/business plan. Regular program evaluations will help determine the future of a program.

If participation levels are still growing, continue to provide the program. When participation growth is slowing (or non-existent) or competition increases, staff should look at modifying the program to re-energize the customers to participate. When program participation is consistently declining, staff should terminate the program and replace it with a new program based on the public's priority ranking and/or in activity areas that are trending nationally/regionally/locally, while taking into consideration the anticipated local participation percentage.

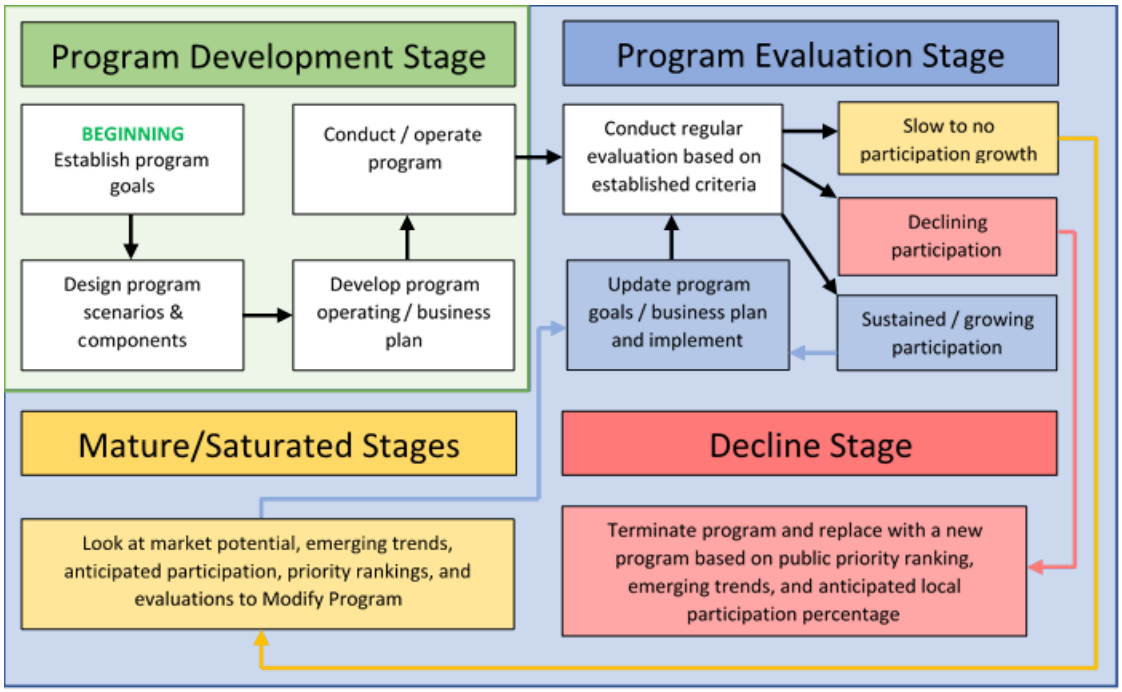


Figure 82: Evaluation Cycle with Program Lifecycle Logic Matrix

4.3.14 CURRENT RECREATION MARKETING AND COMMUNICATIONS

The Department uses a variety of marketing strategies combining traditional (flyers and brochures) with modern (social media) strategies to advance its message when promoting activities.

The list of marketing approaches used by the Department includes:

- Program Guides (print & online)
- Website
- Smart/mobile phone enabled site
- Flyers and/or brochures
- Direct mail
- Email blasts and/listserv
- Public Service Announcements
- Road sign Marquees
- Paid Advertisements
- In-Facility signage
- Social Media (Facebook, Instagram & YouTube) – YouTube used primarily during the onset of the pandemic.
- QR Codes

Effective communication strategies require striking an appropriate balance between the content with the volume of messaging while utilizing the "right" methods of delivery. The Department has a broad distribution of delivery methods for promoting programs. It is imperative to continue updating the marketing plan annually to provide information for community needs, demographics, and recreation trends.

An effective marketing plan must build upon and integrate supporting plans and directly coordinate with the organization's priorities. The plan should also provide specific guidance as to how the Department's identity and brand is to be consistently portrayed across the multiple methods and deliverables used for communication.

4.3.15 WEBSITE

The Department website can be reached at the domain name https://www.orcity.org/parksandrecreation. The bottom of the page has Google translate embedded into the site allowing translation to over 130 languages.

The website has recently been updated for a cleaner look and easier navigation, along with appealing visuals. It features several buttons that link to various Department subpages (Aquatics, Clackamette RV Park, Ermatinger House, Pioneer Community Center, Parks & Trails, and Rentals). Just below these buttons, you'll find a section titled "Parks & Recreation Top Links." This section provides direct links to Activity Registration, Donations, Master Fee Schedule, Meals On Wheels, Park Projects, Special Events, Sports And Fitness, and Swimming Lessons, making it easy for users to find important information swiftly.

While the website upgrade made many improvements, there is still an opportunity to incorporate more storytelling throughout the pages that encapsulate the mission, vision, and values of the Department.

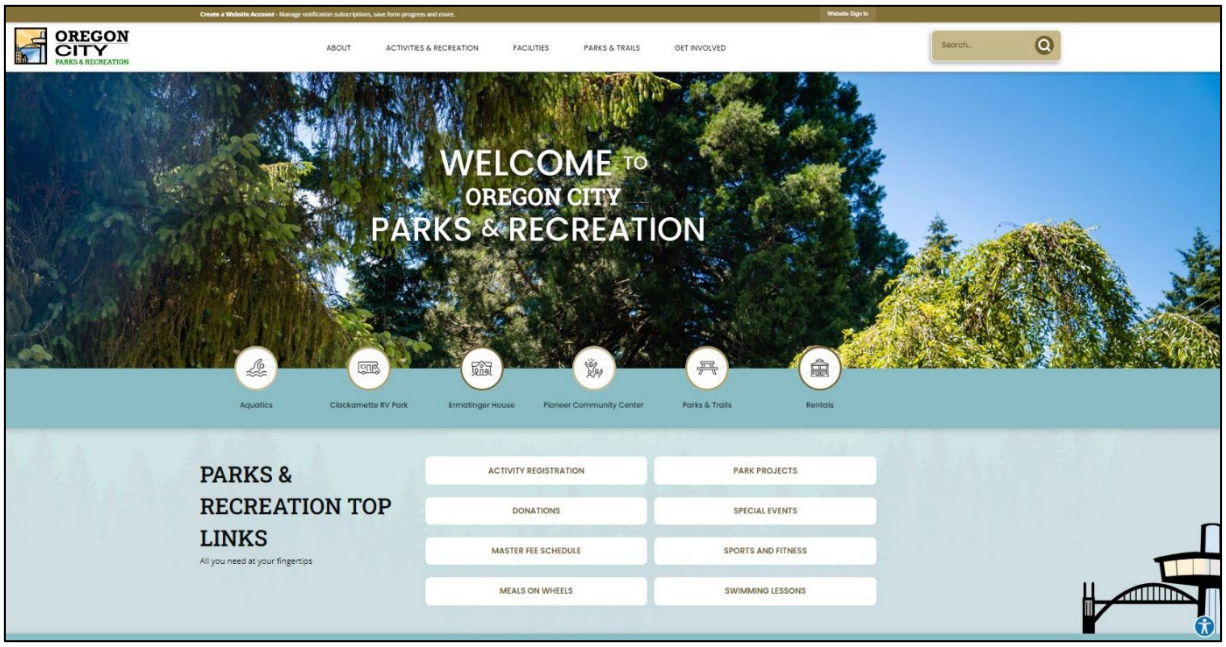


Figure 83: Oregon City Parks and Recreation Department Homepage

4.3.16 SOCIAL MEDIA

Oregon City utilizes Web 2.0 technology through Facebook, Instagram, and YouTube. Here is a quick analysis of the Department by each platform. All numbers are as of January 2023.

FACEBOOK

- 3,100 followers
- Posts multiple times a week.
- Used to promote programs and activities and share news of the happenings within the Department.
- Most posts are informative with few posts that encourage follower interactions or engagement
- Recommendations for Facebook content include more photos of participants engaged in events and activities, short videos, and curated content.

INSTAGRAM

- 2,040 followers
- Bi-weekly posts
- More engaging posts than Facebook including participant photos and reels
- Recommendations for Instagram include infographics, more participant photos engaged in activities and events

YOUTUBE (OREGON CITY)

- 433 Subscribers
- Most videos are Commission, Board, and Committee meetings
- Recommendations for YouTube include videos sharing stories of the Department and the good you do in the community

LINKEDIN (OREGON CITY)

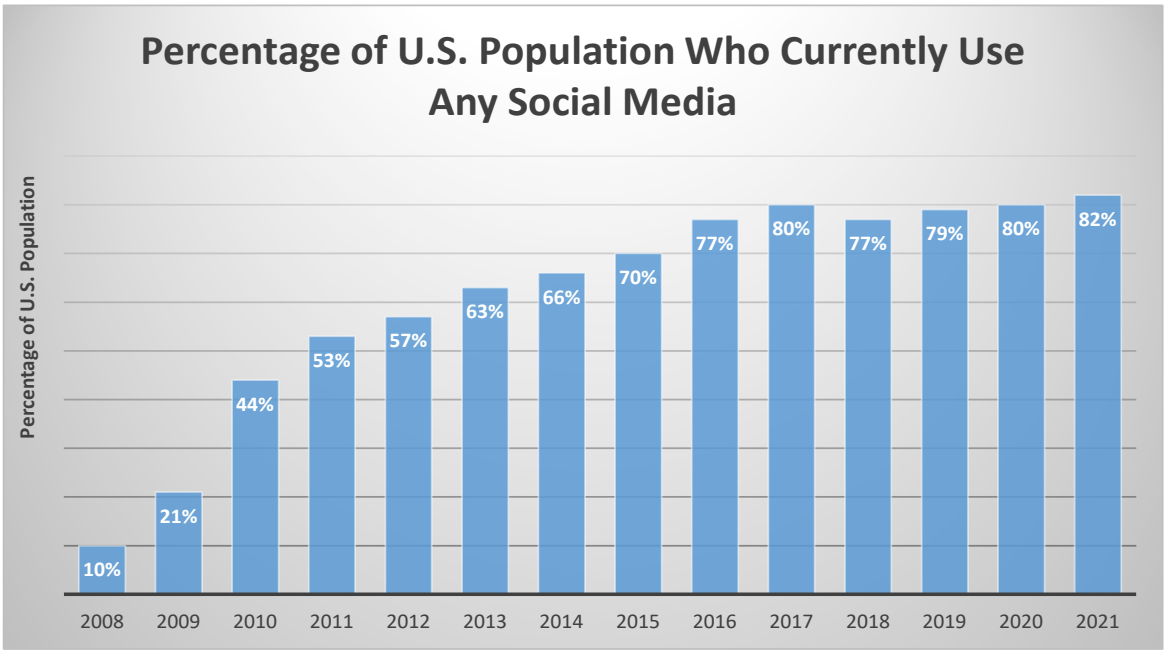
- 625 Followers
- 54 employees
- Last post was a job announcement dated 2 months ago
- Recommendations for LinkedIn include professional content, examples of your organizational culture, company news and job opportunities

The key to successful implementation of a social network is to move participants from awareness to action and creating greater user engagement. This could be done by:

- Allowing controlled 'user generated content' by encouraging users to send in their pictures from special events or programs.
- Leveraging the website to obtain customer feedback for programs, parks and facilities and customer service.
- Conducting an annual website strategy workshop with the staff to identify ways and means that the website can support the City's Social Media Trends.
- Utilizing TikTok to engage with younger demographics and share your story.
- Better engaging on LinkedIn to promote your organizational culture and employment opportunities.
- Utilizing a Content Calendar to set posting schedule.

SOCIAL MEDIA USERS

Over the last decade, social media has become one of the Country's fastest growing trends. From only ten (10%) percent of the U.S. population using social media in 2008, today, we see an estimated eighty-two (82%) percent of the country using some form of social media. With such a large percentage of the population using these online media platforms in their daily lives, it becomes essential for the City to take advantage of these marketing opportunities. Social media can be a useful and affordable tool to reach current and potentially new system users. Such platforms as Facebook, YouTube, Instagram, Pinterest, TikTok, Twitter, or LinkedIn are extremely popular with not only today's youth but also young and middle-aged adults.

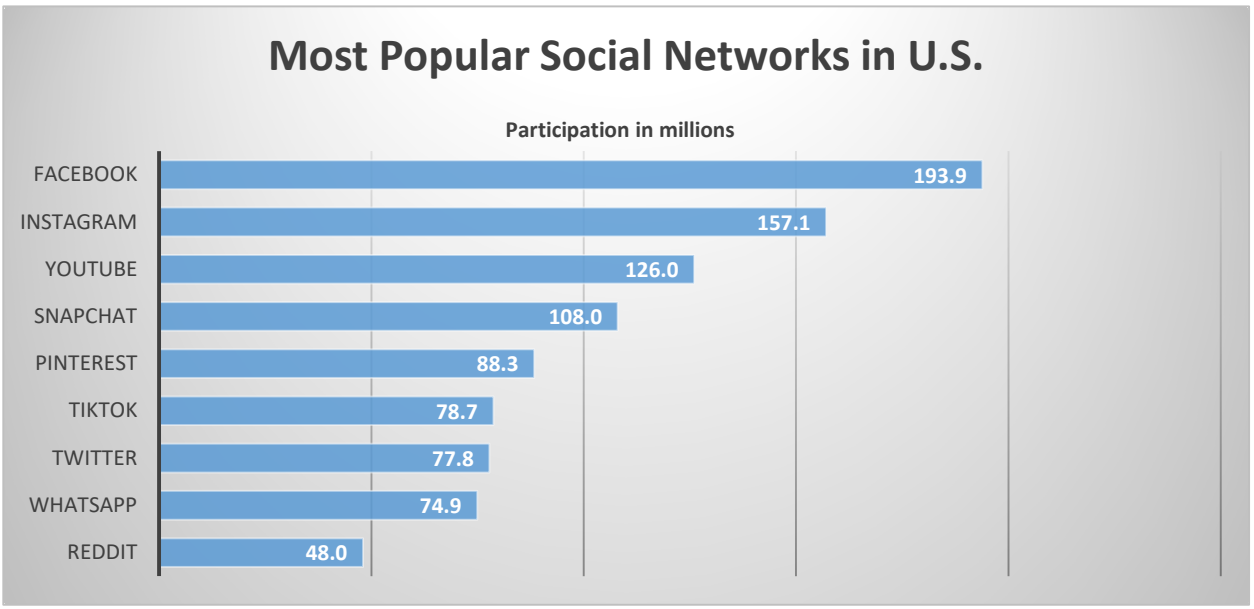


Source: https://www.statista.com

Figure 84: U.S. Population Using Social Media

SOCIAL MEDIA PLATFORMS

Below is a chart that depicts the most frequently used social media sites throughout the world. As of October 2021, Facebook stood out as the most heavily trafficked social media platform, with an estimated 2.9 billion visitors per month. YouTube is second with 2.3 billion visitors per month. TikTok had the highest growth rate at 85.3% in 2021.

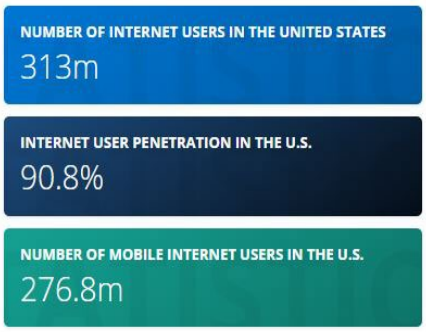


Source: www. https://www.statista.com

Figure 85: Most Popular Social Media Networks in the U.S.

MEDIUMS USED TO ACCESS THE INTERNET

The neighboring image is taken directly from Statista.com and depicts the number of internet users in the United States, internet penetration in the U.S., and the number of mobile internet users in the U.S. Less than 10% of surveyed adults state they did not use the internet in 2021.



Source: www.statista.com/topics/2237/internet-usage-in-the-united-states/

Figure 86: Internet Users in the U.S.

4.3.17 MARKETING AND COMMUNICATIONS RECOMMENDATIONS

- Create a Department marketing plan including the components and strategies identified in this report.
- Establish priority segments to target in terms of new program/service development and communication tactics.
- Establish and review regularly, performance measures for marketing; performance measures can be tracked through customer surveys as well as some web-based metrics.
- Leverage relationships with partners to enhance marketing efforts through cross-promotion that include defined measurable outcomes.

4.3.18 VOLUNTEER AND PARTNERSHIP MANAGEMENT

Today's realities require most public parks and recreation departments to seek productive and meaningful partnerships with both community organizations and individuals to deliver quality and seamless services to their residents. These relationships should be mutually beneficial to each party to better meet overall community needs and expand the positive impact of the agency's mission. Effective partnerships and meaningful volunteerism are key strategy areas for the Department to meet the needs of the community in the years to come.

CURRENT VOLUNTEER MANAGEMENT

When managed with respect and used strategically, volunteers can serve as the primary advocates for the City and its offerings. Currently, Oregon City has volunteer opportunities posted on the Department's website, underneath "Get Involved".

From a user's point of view, the process for finding volunteer opportunities appears fragmented. Each location has its own separate listing and follows a different procedure, making the overall experience inconsistent.

It is recommended that the volunteer pages be combined into one webpage and include the online application, a downloadable application, volunteer opportunity descriptions, and department contact information.

4.3.19 PARTNERSHIPS

The Department currently works with several different types of partners throughout the community. These partnerships support the facilitation of programs and sponsorships of community events. As with tracking of volunteer hours, tracking partnerships helps show leadership how well staff can leverage resources.

The following recommended policies will promote fairness and equity within the existing and future partnerships while helping staff to manage potential internal and external conflicts. Certain partnership principles must be adopted by the Department for existing and future partnerships to work effectively. These partnership principles are as follows:

- All partnerships require a working agreement with measurable outcomes and will be evaluated on a regular basis. This should include reports to the agency on the performance and outcomes of the partnership including an annual review to determine renewal potential.
- All partnerships should track costs associated with the partnership investment to demonstrate the shared level of equity.
- All partnerships should maintain a culture that focuses on collaborative planning on a regular basis, regular communications, and annual reporting on performance and outcomes to determine renewal potential and opportunities to strengthen the partnership.

Additional partnerships can be pursued and developed with other public entities such as neighboring towns/cities, colleges, state or federal agencies, not-for-profit organizations, as well as with private or for-profit organizations. There are recommended standard policies and practices that will apply to any partnership and those that are unique to relationships with private, for-profit entities.

4.3.20 VOLUNTEER AND PARTNERSHIP RECOMMENDATIONS

The planning team recommends the following regarding volunteers and partnerships:

ESTABLISH FORMAL VOLUNTEER AND PARTNERSHIP POLICIES AND AGREEMENTS

Following the recommended practices listed in the previous section as well as in **Appendix C**, continue to monitor and update established volunteer and partner policies and agreements which are tailored to the different types of volunteers and partnerships the Department encounters. Additionally, begin tracking volunteer metrics more consistently, including individual volunteers used annually and volunteer hours donated annually. Lastly, begin identifying measurable outcomes for each partnership and track these metrics.

4.3.21 CURRENT STAFFING

The Oregon City Parks and Recreation Organizational Charts ***(Figures 92-96)*** shows the Department operates at nearly 43 FTE, which puts the department at about 11.3 FTEs for every 10,000 residents in their jurisdiction. This puts them just below the national median of 11.8 FTEs per 10,000 residents.

A full summary of national benchmarks regarding staff can be found in the 2022 NRPA Agency Performance review at:

https://www.nrpa.org/siteassets/2022-nrpa-agency-performance-review.pdf

MANGEMENT TEAM

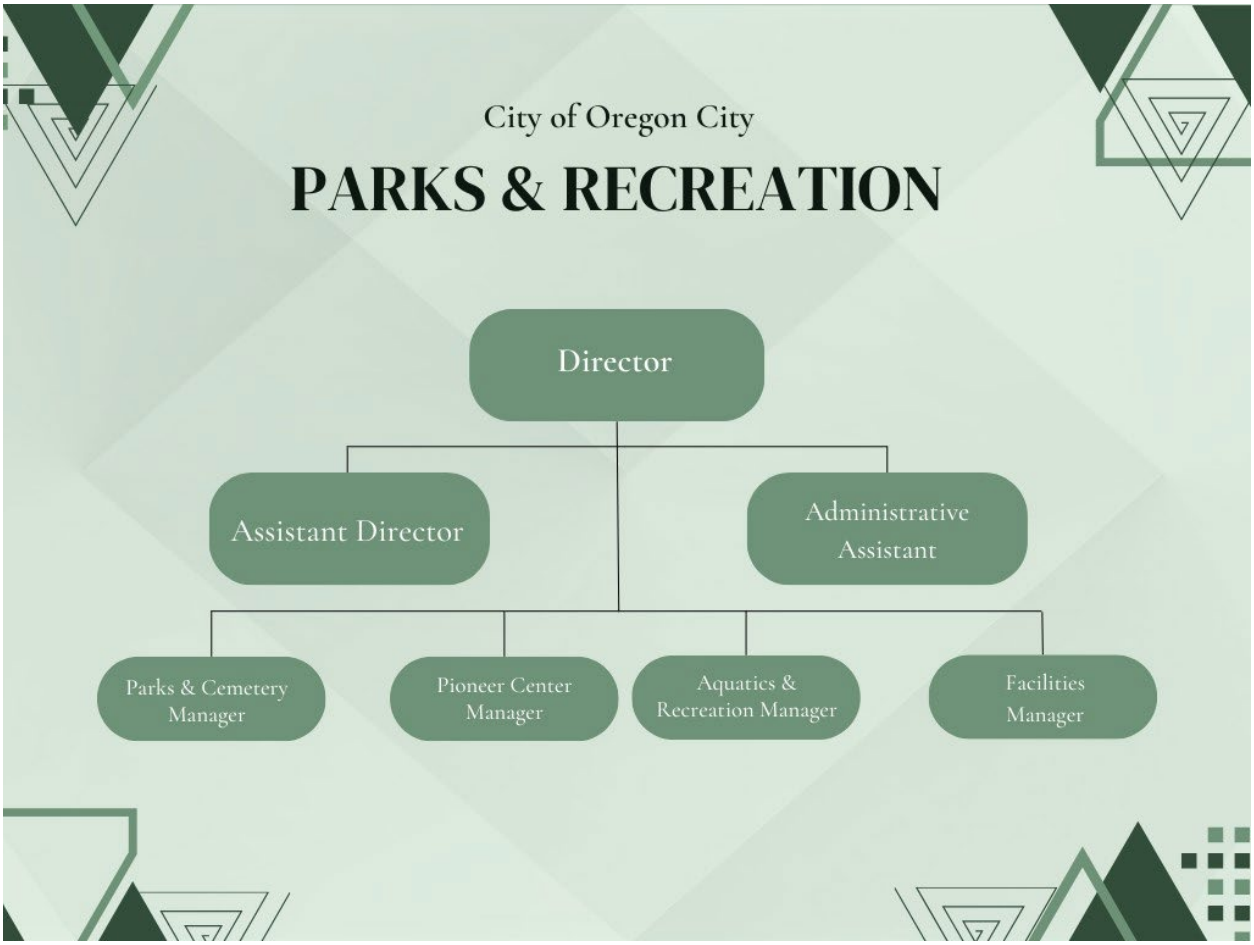


Figure 87: Management Team Org Chart

AQUATICS & RECREATION ORG CHART

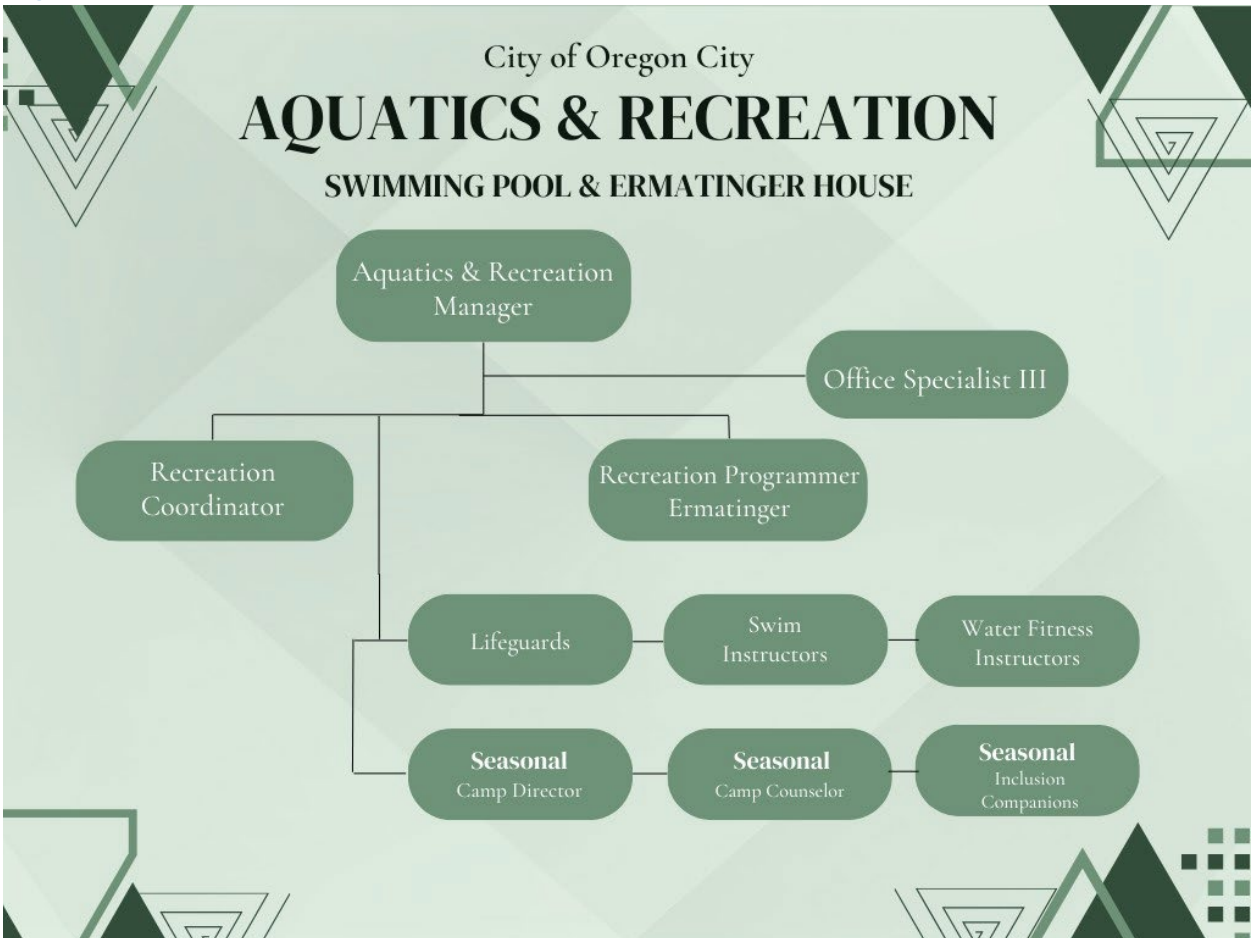


Figure 88: Aquatics & Recreation Org Chart

FACILITIES ORG CHART

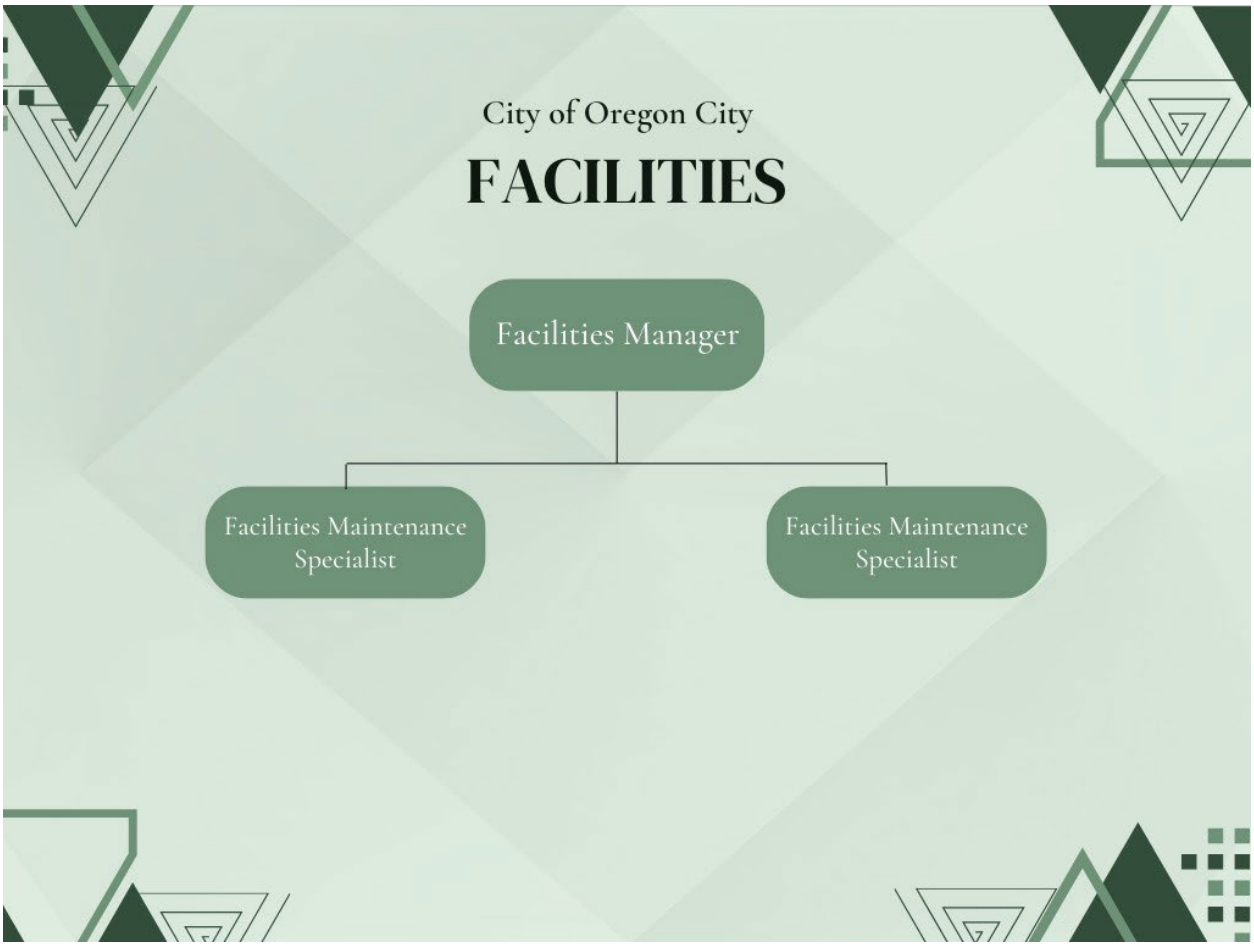


Figure 89: Facilities Org Chart

PARKS & CEMETERY ORG CHART

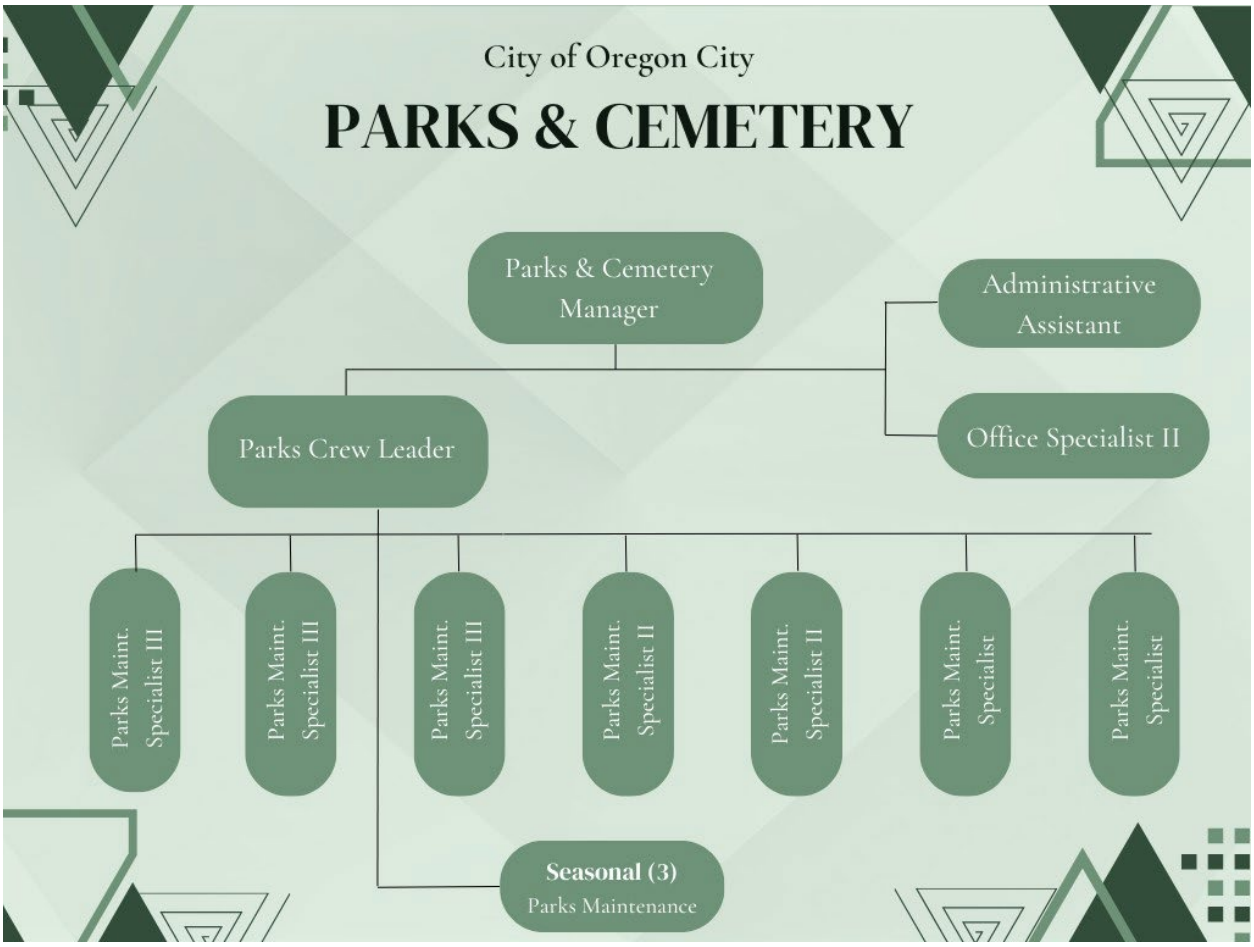


Figure 90: Parks & Cemetary Org Chart

PIONEER CENTER ORG CHART

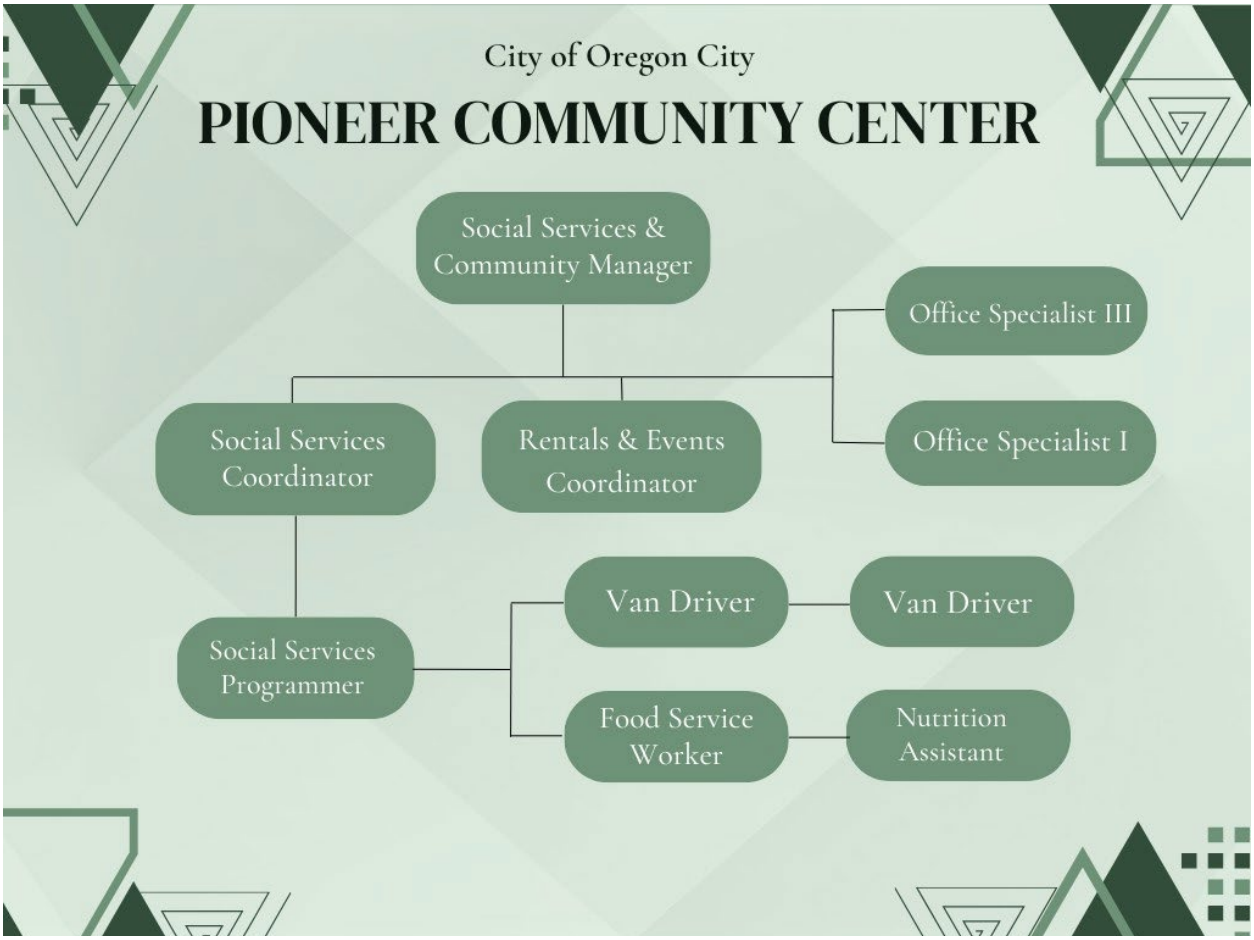


Figure 91: Pioneer Center Org Chart

As the agency looks to evolve and grow, it will be critical to identify ways not just to right-size the Department but to right-staff it. With the growing community emphasis on special events, adult and senior fitness & wellness programs (including Pickleball), it will be essential to have dedicated staff to expand and manage these programs.

The following chart is from the 2022 National Recreation and Park Association Agency Performance Review and outlines the average percentage distribution of staff responsibilities. This will be a helpful benchmark for the Department as it grows and aligns its staff with the growing community needs.

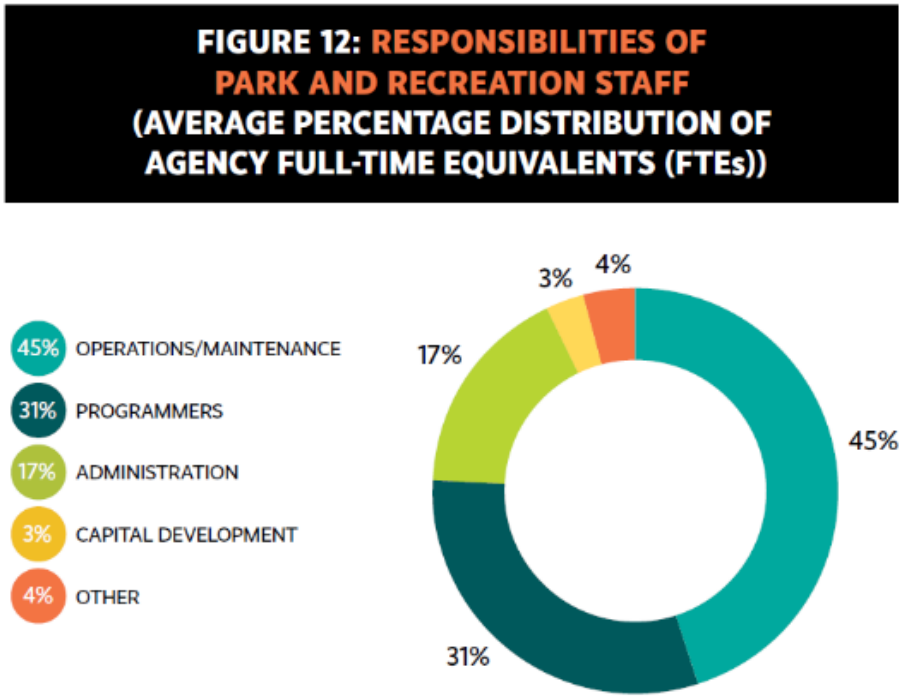


Figure 92: NRPA Responsibilities of Park and Recreation Staff

4.3.22 CONCLUSION

The consultant team has highlighted a few important recommendations from the report. These recommendations may change with any shifts in demographics, Department structure, and community and Department priorities.

- **Core Program Areas:** The Department will need to continue evaluating Core Program Areas as priorities shift and the community demographics evolve. Align Core Program Areas with the community needs from the statistically valid survey results. The Department staff should evaluate Core Program Areas and the individual programs within them, ideally, on an annual basis, to ensure offerings remain aligned with community needs.
- **Age Segments**: The Department should consider expanding programs and activities targeting youth ages 0-17 and expanding programs for adults and seniors focusing on physical health goals.
- **Program Lifecycle Analysis**: The Department should complete a lifecycle analysis on an annual basis and ensure that the percentage distribution closely aligns with the desired performance. Additionally, the Department could include annual performance measures for core program areas to track participation, customer retention, and percentage of new programs as an incentive for innovation and alignment with community trends.
- **Program Development and Marketing Plan:** Each new program and existing program should have a solid program development and marketing plan. The Department needs to ensure target markets and age segmentations are being reached through the appropriate media. Social Media should be utilized at a higher level to share the Department's story and help the community understand the importance of the work you do.
- **Volunteer and Partnership:** Management is important to continue to assist with meeting the needs of the community. The Department should know the cost of providing this service and compare it to the outcomes being achieved. This will help demonstrate leveraging resources and ensure that the outcomes match the effort.

CHAPTER FIVE - ACTION PLAN & PARKS MASTER PLAN DEVELOPMENT

5.1 SYSTEMS EXPENDITURE FORECAST

The charts included here are from Facility Condition Assessments that Bureau Veritas performed in March 2021. Their purpose is to evaluate the present overall physical state of the property on the inspection day and to assess potential future needs for replacement reserves.

Replacement Reserves, sometimes referred to as Lifecycle or Renewals, account for regular renewal expenses or expenditures that don't fall under operation or maintenance costs. These reserves should be planned for annually, as their frequency and cost can be fairly predictable. They might also include components or systems with an uncertain lifespan but have a possibility of failing within a specific estimated timeframe.

Replacement Reserves generally do not include components or systems that are expected to last beyond the reserve term, and those that don't significantly impact the structural and mechanical soundness of the property. Costs from unforeseeable events like acts of God, accidents, or other incidents typically covered by insurance, instead of reserves, are also omitted.

Replacement costs were developed through discussions with the property owners or managers, service companies, manufacturers' representatives, and from our past experience in devising such schedules for comparable facilities. We also consider costs for tasks carried out by the owner's or property manager's maintenance staff.

Bureau Veritas's reserve methodology includes the identification and quantification of systems or components that will need capital reserve funds during the assessment period, defined as the effective age plus the reserve term. Additional data about each system or component's respective replacement costs (in today's dollars), average expected useful lives, and remaining useful lives were estimated for creating a funding schedule. The Replacement Reserves Schedule assumes that all necessary remedial work has been done, or funds have been allocated for Immediate Needs.

For this report's System Expenditure Forecasts, the Replacement Reserves have been divided into these categories: Short Term (years 1-2), Near Term (years 3-5), Medium Term (years 6-10), and Long Term (years 11-20). Bureau Vista’s full Facility Condition Assessments can be found in **Appendix G**.

5.1.1 ERMATINGER HOUSE

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Accessibility	$ -	$ -	$ -	$ -	$ -	**$ -**
Electrical	$ -	$ -	$ 663	$ -	$ 54,360	**$ 55,023**
Equipment & Furnishings	$ -	$ -	$ -	$ -	$ 4,860	**$ 4,860**
Façade	$ -	$ -	$ 20,797	$ 156,189	$ 135,954	**$ 312,940**
Fire Alarm & Electronic Systems	$ -	$ -	$ -	$ 26,206	$ -	**$ 26,206**
Fire Protection	$ -	$ -	$ -	$ -	$ -	**$ -**
HVAC	$ -	$ -	$ -	$ 12,404	$ 12,557	**$ 24,961**
Interiors	$ -	$ -	$ 21,248	$ 23,157	$ 129,882	**$ 174,287**
Plumbing	$ -	$ -	$ -	$ 2,271	$ -	**$ 2,271**
Roofing	$ -	$ -	$ -	$ 3,930	$ 48,573	**$ 52,503**
Site Development	$ -	$ -	$ -	$ 4,540	$ -	**$ 4,540**
Site Pavement	$ -	$ -	$ -	$ -	$ -	**$ -**
Structure	$ -	$ -	$ -	$ -	$ 5,635	**$ 5,635**
TOTALS	**$ -**	**$ -**	**$ 42,708**	**$ 228,697**	**$ 391,821**	**$ 663,226**

Figure 93: Ermatinger House Systems Expenditure Forecast

5.1.2 SPORTCRAFT LANDING

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	$ -	$ -	$ -	$ -	$ 12,152	**$ 12,152**
Site Pavement	$ -	$ 251,146	$ 56,331	$ 28,869	$ 131,433	**$ 467,779**
Special Construction & Demo	$ -	$ -	$ -	$ 5,590	$ 97,217	**$ 102,807**
TOTALS	**$ -**	**$ 251,146**	**$ 56,331**	**$ 34,459**	**$ 240,802**	**$ 582,738**

Figure 94: Sportcraft Landing Systems Expenditure Forecast

5.1.3 STAFFORD PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Accessibility	$ 15,600	$ -	$ -	$ -	$ -	**$ 15,600**
Site Development	$ -	$ 1,172	$ -	$ 2,970	$ 7,999	**$ 12,141**
Site Pavement	$ 7,150	$ 1,241	$ -	$ 11,047	$ 17,778	**$ 37,216**
TOTALS	**$ 22,750**	**$ 2,413**	**$ -**	**$ 14,017**	**$ 25,777**	**$ 64,957**

Figure 95: Stafford Park Systems Expenditure Forecast

5.1.4 STRAIGHT CEMETERY

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	$ 11,160	$ -	$ 2,130	$ 4,999	$ 20,155	**$ 38,444**
Site Pavement	$ -	$ -	$ -	$ -	$ 16,905	**$ 16,905**
TOTALS	**$ 11,160**	**$ -**	**$ 2,130**	**$ 4,999**	**$ 37,060**	**$ 55,349**

Figure 96: Straight Cemetery Systems Expenditure Forecast

5.1.5 WATERBOARD PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	$ -	$ 1,034,929	$ 2,712	$ 1,485	$ 133,832	**$ 1,172,958**
Site Pavement	$ -	$ 60,683	$ -	$ -	$ 42,532	**$ 103,215**
TOTALS	**$ -**	**$ 1,095,612**	**$ 2,712**	**$ 1,485**	**$ 176,364**	**$ 1,276,173**

Figure 97: Waterboard Park Systems Expenditure Forecast

5.1.6 WESLEY LYNN PARK

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Façade	$ -	$ 2,344	$ 6,329	$ 5,595	$ 8,506	**$ 22,774**
Roofing	$ -	$ -	$ -	$ -	$ 3,098	**$ 3,098**
Interiors	$ -	$ -	$ 3,842	$ -	$ 5,164	**$ 9,006**
Plumbing	$ -	$ 9,932	$ -	$ -	$ 34,569	**$ 44,501**
Equipment & Furnishings	$ -	$ -	$ -	$ -	$ -	**$ -**
Special Construction & Demo	$ -	$ -	$ -	$ -	$ 120,097	**$ 120,097**
Site Pavement	$ -	$ 21,721	$ -	$ 40,904	$ 574,355	**$ 636,980**
Site Development	$ -	$ 19,789	$ 37,154	$ 101,332	$ 244,757	**$ 403,032**
Site Utilities	$ -	$ -	$ -	$ 41,930	$ 1,620	**$ 43,550**
TOTALS	**$ -**	**$ 53,786**	**$ 47,325**	**$ 189,761**	**$ 992,166**	**$ 1,283,038**

Figure 98: Wesley Lynn Park Systems Expenditure Forecast

5.1.7 TOTAL SYSTEMS EXPENDITURE FORECAST

Facility	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med. Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Ermatinger House	$ -	$ -	$ 42,708	$ 228,697	$ 391,821	**$ 663,226**
Sportcraft Landing	$ -	$ 251,146	$ 56,331	$ 34,459	$ 240,802	**$ 582,738**
Stafford Park	$ 22,750	$ 2,413	$ -	$ 14,017	$ 25,777	**$ 64,957**
Straight Cemetery	$ 11,160	$ -	$ 2,130	$ 4,999	$ 37,060	**$ 55,349**
Waterboard Park	$ -	$ 1,095,612	$ 2,712	$ 1,485	$ 176,364	**$ 1,276,173**
Wesley Lynn Park	$ -	$ 53,786	$ 47,325	$ 189,761	$ 992,166	**$ 1,283,038**
TOTALS	**$ 33,910**	**$ 1,402,957**	**$ 151,206**	**$ 473,418**	**$ 1,863,990**	**$ 3,925,481**

Figure 99: Total Systems Expenditure Forecast

5.2 FUNDING & REVENUE STRATEGIES

The purpose of developing funding and revenue strategies is to help the Department prepare for the plan's implementation by identifying viable funding opportunities and sharing strategies that have been used by other agencies in Oregon and throughout the United States.

It is essential to identify new and sustainable funding sources to ensure the continued growth and maintenance of the Department's parks and recreation system. The key to future growth is diversification of funding sources which will help support the development and sustainability of the initiatives recommended in this plan.

The sources in this section have been selected based on the Department's desire to pursue them further and their viability. These are meant to serve as recommendations and guidelines and do not commit the City or the staff to pursue them.

5.2.1 EXTERNAL FUNDING SOURCES

GENERAL FUND SUPPORT

Oregon City currently receives $0.6481 under the permanent tax rate limit. An increase in the permanent tax rate to $0.25 per thousand assessed values would produce approximately $700,000 in additional revenue for parks and recreation. A General Fund increase up to the allowable tax rate for the City can be made by the City Commission during the budget planning cycle.

General Fund Support is a stable funding source for parks and recreation operations but can be challenged with shifting City priorities from year to year.

GENERAL OBLIGATION (G.O.) BONDS

General Obligation (G.O.) Bonds are voter approved bonds that can be used for land acquisition or capital projects. Four agencies within Oregon have successfully used this method to fund projects since 2012. Those agencies include:

- Eugene, 2018 - $39.35M
- Portland, 2014 - $68M
- Bend, 2012 – 29M
- Willamalane, 2012 – 20M

The primary challenge for this funding strategy is that it is limited to capital projects and land acquisitions and cannot be used for operational needs or ongoing maintenance.

LOCAL OPTION LEVY

Local Option Levies can be used to fund up to 5 years of operations or up to 10 years for capital projects. Though a flexible funding strategy, this option requires voter approval and is not a reliable long-term solution as it does require voter approval for ongoing support.

This financial strategy is most often used for operations and has been successfully implemented by the following agencies:

- Eugene, 2018 -$0.19/thousand
- Hillsboro, 2017 - $1.72/thousand (Parks and Public Safety)
- Metro, 2016 - $9.6 cents/thousand
- Corvallis, 2013 - $0.8181/thousand

PARK DISTRICT – SPECIAL PARK DISTRICT

The Department may also consider becoming a Special Park District like Tualatin Parks & Recreation, Bend Parks and Recreation, and Willamalane Parks and Recreation districts. A special district is a municipal corporation that is a standalone agency from the City of Oregon City.

Separation from the City would allow for a focus on parks and recreation, however operating a special district could pose challenges including loss of efficiency of the larger organization and other City departments.

PARK UTILITY FEE

The Park Utility Fee is a fee paid on regular utility bills to fund parks and recreation capital projects and operations. This funding strategy is a stable, dedicated source and requires City Commission approval for implementation. The biggest challenge with this source is the existing cost of utility fees.

Cities that have implemented Park Utility Fees include:

- West Linn - $14.32/month/unit
- Medford - $2.95/month/unit
- Gresham - $7.50/month/unit

TRANSIENT TAX

With the operation of tourism-based facilities within the Department including Ermatinger House, McLoughlin Promenade, Clackamette Park, Jon Storm Park, and End of the Oregon Trail, Oregon City may benefit from a percentage allocation of Transient Tax which is dedicated funding for tourism related parks and recreation facilities and programs.

Authorized by the City Commission, these funds can be dedicated to support tourism related projects and facilities within the department. The future development of hotel/motel sites can also be used to support this source, with the primary challenge being ongoing competition for funds.

Dalles OR has a $225,000 annual dedication of transient funds to support their parks and recreation operations.

5.3 BENCHMARK ANALYSIS

5.3.1 METHODOLOGY

The Consulting team with assistance from Oregon City staff identified operating metrics to benchmark the Parks and Recreation Department ("Department") against comparable parks and recreation agencies. The goal of this analysis is to evaluate how the Department is positioned among peer agencies. The benchmark assessment is organized into specific categories based on peer agency responses to targeted questions that lend an encompassing view of each system's operating metrics as compared to Oregon City.

Information used in this analysis was obtained directly from each participating benchmark agency, when available, and supplemental data was collected from agency / municipality websites, Comprehensive Annual Financial Reports (CAFR), and information available through the National Recreation and Park Association's (NRPA) Park Metrics Database. Due to differences in how each system collects, maintains, and reports data, variances may exist. These variations can impact the per capita and percentage allocations, and the overall comparison must be viewed with this in mind. The benchmark data collection for all systems was completed between October 2022 and January 2023, and it is possible that information in this report may have changed since the original collection date.

The information sought was a combination of operating metrics that factor budgets, staffing levels, and inventories. In some instances, the information was not tracked or not available. The table below lists each benchmark agency in the study. These agencies were selected due to demographic and/or organizational characteristics similar to Oregon City, including one Gold Medal Award Finalist and two CAPRA Accredited agencies. *Note: CAPRA stands for Commission for Accreditation of Park and Recreation Agencies. Agencies that receive this accreditation either meet, or exceed, standards maintained by park and recreation leaders in programming, facilities, and experiences they provide their communities.*

For all agencies examined, Oregon City represents the benchmark's fourth highest in terms of total population (37,967) and last in jurisdiction size (9.29 sq. mi.), while being highest in population density (4,087 residents per sq. mi.).

Agency	Jurisdiction Type	Population	Jurisdiction Size (Sq. Mi.)	Population per Sq. Mi.	CAPRA Accredited	Gold Medal Winner
City of Oregon City Parks and Recreation Department	City	37,967	9.29	4,087	No	No
City of Albany Parks and Recreation	City	57,199	17.54	3,261	No	No
City of Lake Oswego Parks and Recreation	City	40,731	11.48	3,548	Pending, 2023	Finalist (2008)
City of Medford Parks, Recreation and Facilities	City	87,553	28.00	3,127	Yes, since 2012	Aspiring, 2025
City of Pendleton Parks and Recreation Department	City	16,685	11.50	1,451	No	No

Figure 100: Benchmark Overview

5.3.2 PARK ACRES

The following table provides a general overview of each system's park acreage. Oregon City ranks lowest in total acres per 1,000 residents at 6.69 acres and falls below the NPRA median for agencies serving 20,000-49,999 residents which is 10.6 acres / 1,000 residents. Oregon City, though, is challenged with limited opportunities for growth due to the lack of additional available open spaces for expansion.

Agency	Population	Total Number of Parks	Residents per Park	Total Acres Owned or Managed	Total Acres per 1,000 Residents
City of Lake Oswego Parks and Recreation	40,731	39	1,044.38	657.00	62.00
City of Medford Parks, Recreation and Facilities	87,553	31	2,824.29	2,595.00	29.64
City of Pendleton Parks and Recreation Department	16,685	22	758.41	450.00	26.97
City of Albany Parks and Recreation	57,199	30	1,906.63	979.00	17.12
City of Oregon City Parks and Recreation Department	37,967	26	1,460.27	253.95	6.69
NRPA Median 2022 = 10.6 Acres per 1,000 Residents					

Figure 101: Park Acres

5.3.3 TRAIL MILES

The information below reveals the service levels for dedicated trails within each system. By comparing total trail mileage to the population of the service area, the level of service provided to the community can be determined and is expressed as trail miles for every 1,000 residents. Oregon City is on the lower end with 0.20 trail miles per 1000 residents, which falls below the national recommended practice of 0.25-0.5 trail miles per 1,000 residents.

Agency	Population	Total Trail Miles	Trail Miles per 1,000 Residents
City of Pendleton Parks and Recreation Department	16,685	27.00	1.62
City of Lake Oswego Parks and Recreation	40,731	18.00	0.44
City of Medford Parks, Recreation and Facilities	87,553	37.00	0.42
City of Oregon City Parks and Recreation Department	37,967	7.56	0.20
City of Albany Parks and Recreation	57,199	9.60	0.17
Recommended Practice = 0.25-0.5 Trail Miles 1,000 Residents			

Figure 102: Trail Miles

5.3.4 STAFFING AND VOLUNTEERS

This section compares staffing levels for each system by comparing full-time equivalents (FTEs) to total populations. Total FTEs per 10,000 residents is a key performance metric that assesses how well each system is equipped, in terms of staff, to serve its jurisdiction. Oregon City ranks in the middle at 11.3 FTEs per 10,000 residents and is lower than the NRPA Median for agencies serving 20,000-49,999 residents of 11.8 FTEs per 10,000 residents.

In terms of volunteers, Oregon City has the lowest number of volunteers (65) but has the third highest total volunteer hours (4000), which speaks to the high level of commitment of the existing volunteers.

Agency	Population	Total Volunteers (annually)	Total time worked by volunteers (annually)	Total Full-Time Employees	Total Part-Time Employees	Total FTEs	FTEs per 10,000 Residents
City of Lake Oswego Parks and Recreation	40,731	350	31,369	56	21	81.00	19.9
City of Pendleton Parks and Recreation Department	16,685	87	1,809	12	20	32.00	19.2
City of Oregon City Parks and Recreation Department	37,967	65	4,000	23	45	42.72	11.3
City of Medford Parks, Recreation and Facilities	87,553	600	375	29	60	44.60	5.1
City of Albany Parks and Recreation	57,199	864	8,694	26	77	-	-
NRPA Median 2022 = 11.8 FTEs per 10,000 Residents							
*Total FTEs not available for Albany							

Figure 103: Staffing and Volunteers

5.3.5 OPERATING EXPENSE PER CAPITA

Dividing the annual operational budget by each service area's population allows for a comparison of how much each agency is spending per resident. Oregon City ranks in the middle in operating expense per resident ($115.58) and is above the NRPA Median for Agencies Serving 20,000-49,999 residents of $110.32 per resident. Some of this higher expense is also attributed to the higher cost of living and doing business in and around the area compared to national averages.

Agency	Population	Total Operating Expense	Jurisdiction size (sq. mi.)	Total acres owned or managed by the system	Operating Expense per Acre	Operating Expense per FTE	Operating Expense per Resident
City of Lake Oswego Parks and Recreation	40,731	$13,105,373	11.48	657.00	$1,141,583	$19,947.30	$ 321.75
City of Pendleton Parks and Recreation Department	16,685	$ 2,970,833	11.50	450.00	$ 258,333	$ 6,601.85	$ 178.05
City of Oregon City Parks and Recreation Department	37,967	$ 4,388,360	9.29	253.95	$ 472,375	$17,280.41	$ 115.58
City of Albany Parks and Recreation	57,199	$ 5,928,300	17.54	979.00	$ 337,987	$ 6,055.46	$ 103.64
City of Medford Parks, Recreation and Facilities	87,553	$ 6,100,000	28.00	2,595.00	$ 217,857	$ 2,350.67	$ 69.67
NRPA Median 2022 = $110.32 per capita Operating Expense							

Figure 104: Operating Expense Per Capita

5.3.6 REVENUE PER CAPITA

By comparing each agency's annual non-tax revenue to the population, the annual revenue generated on a per resident basis can be determined. Oregon City generates $52.22 per resident which ranks it in the middle, yet above the NRPA Median for Agencies serving 20,000-49,999 residents ($26.99).

Agency	Population	Total Non-Tax Revenue 2021	Revenue per Resident
City of Lake Oswego Parks and Recreation	40,731	$ 2,491,377	$ 61.17
City of Pendleton Parks and Recreation Department	16,685	$ 900,400	$ 53.96
City of Oregon City Parks and Recreation Department	37,967	$ 1,982,467	$ 52.22
City of Albany Parks and Recreation	57,199	$ 893,547	$ 15.62
City of Medford Parks, Recreation and Facilities	87,553	$ 1,055,650	$ 12.06
NRPA Median 2022 = $26.99 Revenue per Capita			

Figure 105: Revenue Per Capita

5.3.7 CIP SUMMARY

Capital Improvement Plan (CIP) budgets and availability of funding vary from year to year and the table below reveals the average of the last four years of actual capital investment for each agency. Of the benchmarked agencies, Oregon City ranked in the middle for average annual CIP ($168,732) and was well below the NRPA Median ($1.0M) for agencies serving 20,000-49,999 residents.

Agency	Population	Avg. Annual CIP	Avg. Annual CIP per Resident
City of Lake Oswego Parks and Recreation	40,731	$ 5,635,000	$ 138.35
City of Medford Parks, Recreation and Facilities	87,553	$ 7,229,800	$ 82.58
City of Oregon City Parks and Recreation Department	37,967	$ 168,732	$ 4.44
City of Pendleton Parks and Recreation Department	16,685	$ 61,960	$ 3.71
City of Albany Parks and Recreation	57,199	$ 111,956	$ 1.96
NRPA Median 2022= $1.0M 5 yr AVG CIP Spending (2022)			

Figure 106: CIP Summary

5.3.8 PROGRAM PARTICIPATION SPENDING

This portion assesses the program budget for each agency. Oregon City is ranked last of the benchmarked agencies at $2.12 per resident, which is significantly less than benchmarked agencies. However, it does a remarkable job generating revenue from the programs as can be seen from the 103.83% cost recovery which is second only to Pendleton Park and Recreation's 144.5% cost recovery.

Agency	Population	Budget for Programming	Revenue from Programming	Programming Cost Recovery	Program Budget per Resident
City of Albany Parks and Recreation	57,199	$ 5,928,300	$ 1,016,600	17.15%	$ 103.64
City of Lake Oswego Parks and Recreation	40,731	$ 1,403,836	$ 1,071,325	76.31%	$ 34.47
City of Medford Parks, Recreation and Facilities	87,553	$ 1,935,000	$ 900,000	46.51%	$ 22.10
City of Pendleton Parks and Recreation Department	16,685	$ 239,275	$ 345,758	144.50%	$ 14.34
City of Oregon City Parks and Recreation Department	37,967	$ 80,400	$ 83,480	103.83%	$ 2.12

Figure 107: Program Participation Spending

5.3.9 INDOOR RECREATION FACILITIES

This table shows the amount of indoor recreation facilities each of the benchmarked agencies operate, their total square footage, and their square footage per resident. Oregon City ranked first of the benchmarked agencies in square feet per resident (1.47).

Agency	Population	Total # of indoor recreation facilities	Total Sq. Feet of all indoor recreation facilities	Total Sq. Feet per facility	Indoor Sq. Feet per resident
City of Pendleton Parks and Recreation Department	16,685	1	20,000	20,000	1.20
City of Oregon City Parks and Recreation Department	37,967	4	55,672	13,918	0.37
City of Albany Parks and Recreation	57,199	3	44,000	14,667	0.26
City of Medford Parks, Recreation and Facilities	87,553	1	17,000	17,000	0.19
City of Lake Oswego Parks and Recreation	40,731	3	17,500	5,833	0.14

Figure 108: Indoor Recreation Facility

5.3.10 MARKETING AS PERCENTAGE OF OPERATIONS

The table below describes the marketing expense incurred by each agency and compares it to the agency's actual expenditures for 2021 to show what percentage of the operating expenses are dedicated to marketing. Oregon City falls towards the bottom of the benchmark with $26,500 allocated of their overall operational budget for marketing while the leaders of the group spend upwards of $268,000 annually. A recommended practice for total marketing spending is 3+% of the total operating budget.

This directly impacts program participation since as seen in the Statistically Valid Survey results "I don't know what is offered" was the top barrier to participation chosen by 38% of all respondents.

Agency	Total Marketing Expense (2021)	Operational Budget (2022)	Total Marketing Budget (2022)	Marketing as % of Operations
City of Albany Parks and Recreation	$ 268,800	$ 2,970,833	$ 268,800	9.05%
City of Medford Parks, Recreation and Facilities	$ 100,000	$ 6,100,000	$ 100,000	1.64%
City of Lake Oswego Parks and Recreation	$ 100,000	$ 13,105,373	$ 100,000	0.76%
City of Oregon City Parks and Recreation Department	$ 26,500	$ 4,388,360	$ 26,500	0.60%
City of Pendleton Parks and Recreation Department	$ 10,500	$ 5,928,300	$ 10,500	0.18%
Best Practice = 3+% of Total Operating Budget				

Figure 109: Marketing as a Percentage of Operations Budget

5.3.11 SUMMARY OF BENCHMARK FINDINGS

The agencies selected for the benchmark were City of Albany Parks and Recreation, City of Lake Oswego Parks and Recreation (CAPRA Accredited, Gold Medal Award Finalist), City of Medford Parks and Recreation (CAPRA Accredited), and City of Pendleton Parks and Recreation. This allowed Oregon City to compare itself to some of the top performing agencies in Oregon.

Strengths

Of the agencies compared in this benchmark, Oregon City ranks first in total square footage per resident for indoor recreation space. Oregon City is also above the national median for revenue per resident, cost recovery, and total spending per resident in operating expenses.

- **Indoor Square Footage –** Oregon City has 1.47 total square feet per resident and is the only benchmarked agency with an indoor aquatic space.
- **Revenue** – Oregon City generates $52.22 in revenue per resident, which is above the NRPA Median of $22.99 for agencies with populations between 20,000 and 49, 999.
- **Operating Expenses** - Oregon City spends $115.58 per resident on operating expenses, which is also above the NRPA Median of $110.32.

Opportunities

This benchmark study uncovered some limitations and opportunities for Oregon City.

- Oregon city ranks last in **marketing and program budget**.
- **Marketing**- The Statistically Valid Survey results showed that 38% of Oregon City residents responded "I don't know what's offered" as a barrier to program participation. Oregon City currently allocates less than 1% of its overall operational budget to marketing. The recommended percentage is at least 3% of the total operating budget.
- **Program Budget** – Oregon City has a program budget of just $2.12 per resident on programs and is the lowest ranked of the benchmarked agencies. The fourth ranked agency spent $14.34 per resident.

Overall, the benchmark analysis reveals that Oregon City has great potential for enhancing its offerings to meet the needs and desires of the community. There are opportunities to increase funding for marketing and overall dollars spent on programs for the community. The Master Plan's recommendations will use this data and help establish strategic goals to pursue along with key performance indicators (KPIs) that will be tracked and measured over time as the Department continues to pursue excellence in all aspects of its operations.

5.4 PRIORITIZED FACILITY & PROGRAM NEEDS

Priorities for Facility Investments: The Priority Investment Rating (PIR) was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on recreation and park investments. The PIR equally weighs (1) the importance that residents place on amenities/facilities and (2) how many residents have unmet needs for the facility/amenity.

Based on the PIR, the following parks and recreation facilities/amenities were rated as high priorities for investment:

- Multi-use paved trails (200)
- Multi-use unpaved trails (167)
- Water access (115)
- Outdoor amphitheater (115)
- Indoor walking/jogging track (112)
- Large community parks (112)
- Open space & conservation areas (111)
- Fenced dog park (110)
- Small neighborhood parks (103)

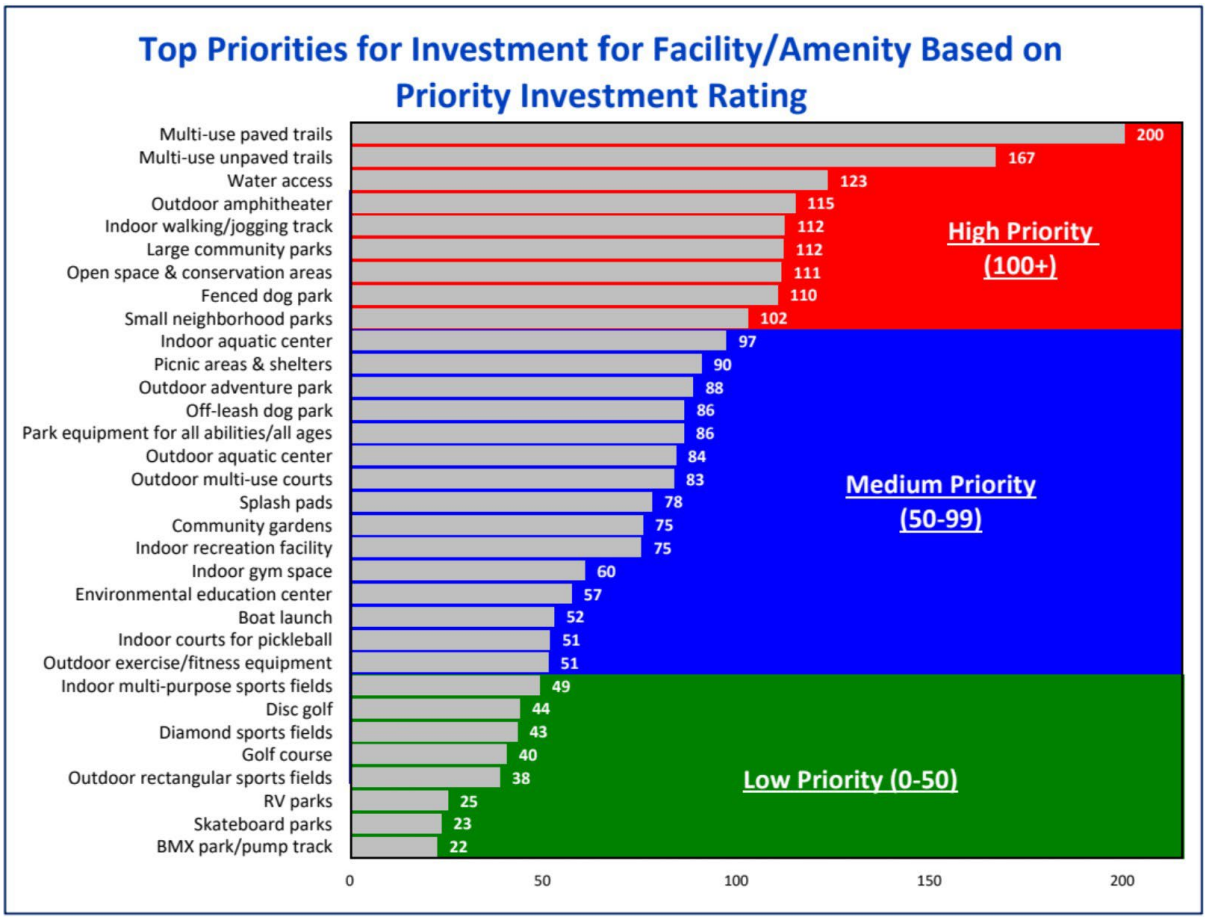


Figure 110: Priority Investment Rating - Facilities

Based on the PIR, the following Oregon City programs were rated as high priorities for investment:

- Farmer's Market (158)
- Adult fitness & wellness programs (148)
- Community special events (133)
- Cultural enrichment programs/events (117)

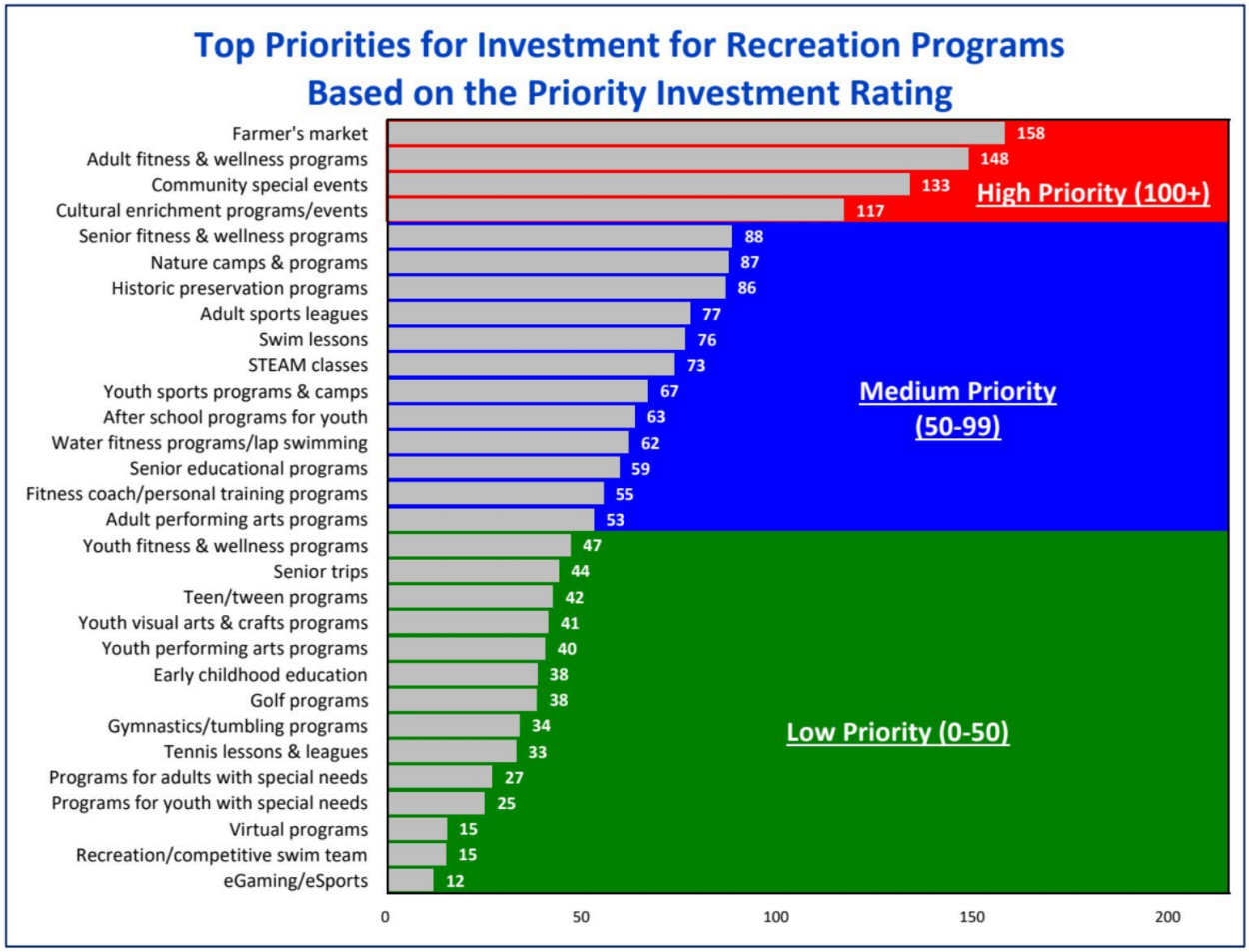


Figure 111: Priority Investment Rating - Recreation Programs

CHAPTER SIX : VISION, MISSION, VALUES & BIG MOVES

Based on an iterative visioning process with staff and using community input, demographics & trends, and an analysis of the City's maintenance, operations, & level of service, the following Mission Statement, Vision, and Core Values were developed by staff.

6.1.1 MISSION

The Mission of the Oregon City Parks and Recreation Department is "To serve the community".

6.1.2 VISION

The Department's vision for the future is to be known as "An inclusive, sustainable, and impactful agency".

6.1.3 CORE VALUES

The Department's Core values:

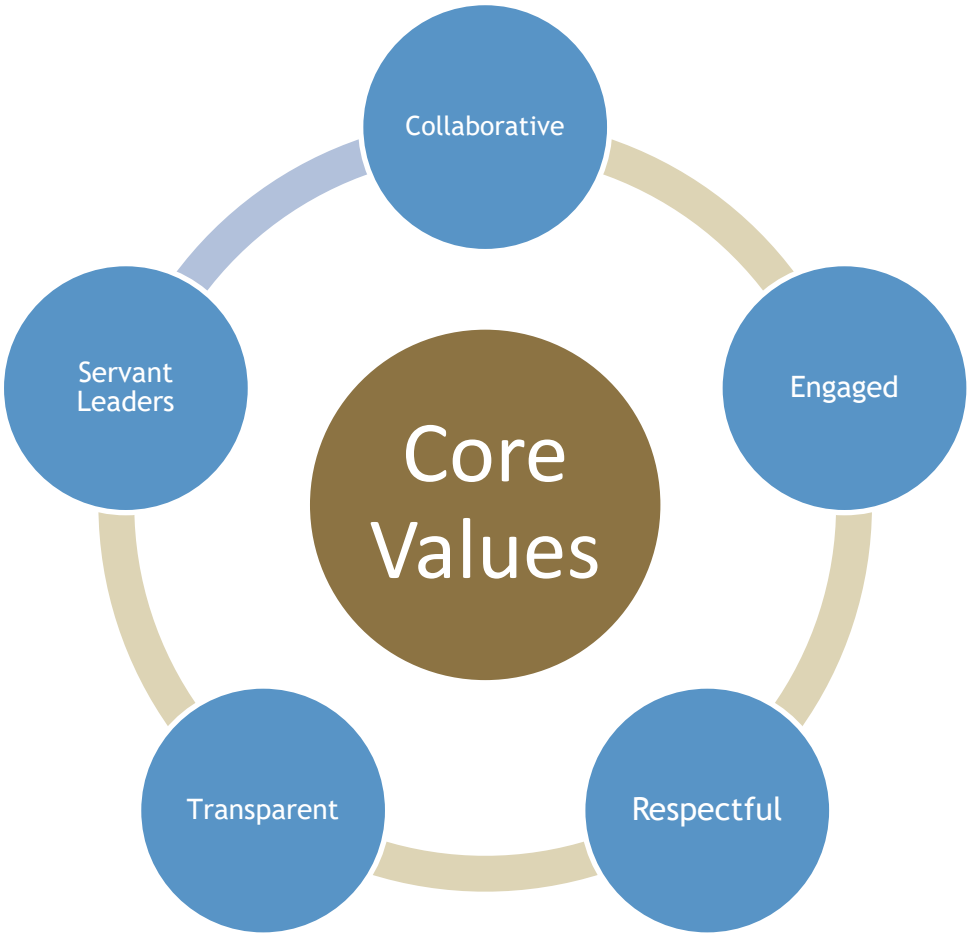


Figure 112: Department Core Values

6.1.4 BIG MOVES

The staff team identified Department-wide outcomes they would aspire to achieve from this plan. These Big Moves are the most significant outcomes desired and when achieved, will serve as the legacy fulfilling the Plan's vision. The following are the five Big Moves that were identified through this process:

1. Explore earned income opportunities to enhance funding for the Department.
    a) Park utility fees
    b) Initiate a bond or levy campaign
    c) Review fees and charges to reflect cost recovery goals
    d) Grants
    e) Advertising, sponsorship and partnership opportunities
2. Construct an all-inclusive staffing plan encompassing staffing forecast, recruitment strategies, induction processes, training programs, retention initiatives, and succession planning.
3. Formulate an exhaustive maintenance strategy which includes preventative measures, regular upkeep, and a timetable for equipment replacement.
    a) Created Facility Division to manage all facilities and address all maintenance opportunities
4. Design a strategic plan for marketing and branding.
5. Master/Business Plan the End of Oregon Trail Interpretive Center and Mountain View Cemetery.

CHAPTER SEVEN : CONCLUSION

In closing, the Oregon City Parks Master Plan serves not merely as an elaborate guide for park development, but as a beacon that illuminates the way forward with its core values: Collaboration, Engagement, Respect, Transparency, and Servant Leadership. These guiding principles shape an organizational culture that deeply respects the diverse voices of Oregon City's residents.

The master plan has been crafted through a highly collaborative process, incorporating meaningful feedback from community members, local organizations, and experts in the field. This wide-ranging dialogue fosters a shared sense of ownership and collective accountability, thereby embodying the essence of being Collaborative and Engaged.

With a focus on Respect, the plan champions equitable access to park facilities and recreational activities for all. It acknowledges the role of parks in advancing social unity, mental and physical health, as well as a sense of belonging among the community. Aimed at accommodating individuals across all ages, abilities, and backgrounds, the plan is devoted to inclusivity, thereby reinforcing social cohesion and connectedness.

Transparency is more than a buzzword in this master plan; it is a cornerstone. From the planning stage to decision-making to implementation, all aspects are communicated openly, including via the project website https://www.orcityparksandplay.org/index.html. This open communication not only builds trust but also stimulates continuous public engagement, empowering residents to be active participants in the park system's ongoing evolution.

Embodying the value of Servant Leadership, the master plan sets an exemplary standard for park management. It is a vision that is not only aspirational but also practical, as it accounts for adequate funding and resources needed for successful implementation. By staying true to these values, the plan positions Oregon City to fulfill its mission: to serve as an inclusive, sustainable, and impactful agency, committed to enriching the lives of its community.

Through adherence to these core values, the Oregon City Parks Master Plan offers more than just a strategic path; it serves as a testament to the values and aspirations that make our community strong and resilient.

APPENDICES

APPENDIX A: CAPITAL IMPROVEMENT PLAN

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CIP Project List
Parks and Recreation Department

Project	Type of Project	Park Type	Rationale for Inclusion	Timing	Land Acquisition Cost	Development Cost	Total Cost	% capacity	Capacity Metric (miles, acres, facilities)	Capacity Units
Clairmont Way	New Park Development	Community	Underserved Level of Service	3-5 years	$0	$5,303,949	$5,303,949		Acres	15.97
TSW - Phase 2	New Park Development	Neighborhood	High Priority Ranking	1-2 years	$0	$2,749,950	$2,749,950	100%	Acres	2.60
Wesley Lynn - Phase 2	New Park Development	Community	Underserved Level of Service	3-5 years	$0	$1,283,038	$1,732,101	100%	Acres	4.27
Park Place Park - Phase 2	New Park Development	Neighborhood	Underserved Level of Service	1-2 years	$0	$1,700,000	$1,700,000	100%	Acres	2.05
Waterboard Park New Development	New Park Development	Neighborhood	Community Values	5-7 years	$0	$ 1,660,598	$1,660,598		Acres	5.00
New Pool & Recreation Center	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service			$ 40,000,000	$40,000,000		SQ FT	62,900.00
			Total New Park Development		**$ -**	**$52,697,535**	**$53,146,599**			
Additional Trails (3 miles per LOS needs)	New Trails, Trailheads and Connectors		High Priority Ranking		$2,359,500	$1,963,670	$4,323,170	100%	Miles	3.00
Park Place		Neighborhood			$5,200,000	$2,656,960	$7,856,960	100%	Acres	8.00
Thimble Creek		Neighborhood			$6,500,000	$3,321,200	$9,821,200	100%	Acres	10.00
Meyers Road Area		Neighborhood			$3,900,000	$1,992,720	$5,892,720	100%	Acres	6.00
Partlow Road Area		Neighborhood			$3,250,000	$1,660,600	$4,910,600	100%	Acres	5.00
			Total New Trails, Trailheads and Connectors		**$21,209,500**	**$11,595,150**	**$32,804,650**		**Eligible for SDCs**	
Pollinator Gardens	Park Improvements	Pocket	Strategic Priorities			$40,000	$40,000	0%	$0	
Abernathy Creek - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$28,509	$28,509	0%	$0	
Atkinson Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$390,547	$390,547	75%	$292,910	
Barclay Hills Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$59,435	$59,435	0%	$0	
Barclay Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$1,223	$1,223	0%	$0	
Canemah Childrens Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$91,023	$91,023	18%	$16,384	
Chapin Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$477,554	$477,554	36%	$171,919	
Clackamette Cove/River Access Trail - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$259,334	$259,334	59%	$153,007	
DC Latourette Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$50,482	$50,482	0%	$0	
Hartke Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$159,568	$159,568	69%	$110,102	
Hazelwood Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$57,003	$57,003	0%	$0	
Hillendale Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$659,681	$659,681	75%	$494,761	
Jon Storm Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$183,106	$183,106	0%	$0	
Library Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$228,616	$228,616	75%	$171,462	
McLoughlin Promanade - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$872,017	$872,017	13%	$113,362	
Old Canemah Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$235,692	$235,692	90%	$212,123	
Park Place Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$179,236	$179,236	43%	$77,071	
Richard Bloom Tots Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$38,833	$38,833	0%	$0	
Rivercrest Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$203,931	$203,931	75%	$152,948	
Singer Creek Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$249,154	$249,154	53%	$132,052	
Sportcraft Landing - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$341,940	$341,940	86%	$294,068	
Stafford Park - Deferred Maintenance	Park Improvements	Pocket	Strategic Priorities			$39,182	$39,182	76%	$29,778	
Tyrone S. Woods Memorial Park - Deferred Maintenance	Park Improvements	Neighborhood	Strategic Priorities			$48,918	$48,918	0%	$0	
Waterboard Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$1,099,810	$1,099,810		$0	
Wesley Lynn Park - Deferred Maintenance	Park Improvements	Community	Strategic Priorities			$290,886	$290,886	0%	$0	
			Total Park Improvements		**$ -**	**$ 6,285,680**	**$ 6,285,680**		**$2,421,949**	
ADA Accessibility (multiple parks)	Recreation Amenities		Community Values			TBD	TBD	100%		
Ermatinger House	Recreation Amenities		Community Values			$ 663,226	$663,226	0%		
			Total Recreation Amenities		**$ -**	**$ 663,226**	**$ 663,226**			
EOT Master Plan	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service				$250,000			
ADA Transition Plan	Park Improvements		Community Values				$250,000			
Atkinson Park / Buena Vista Club Master Plan	Park Improvements		Strategic Priorities				$100,000			
Clairemont Way Master Plan	New Park Development		Community Values				$100,000			
Mt. View Cemetery Master Plan	Indoor Recreation / Aquatics Expansion or New		Strategic Priorities				$100,000			
Waterboard Park Master Plan	New Park Development		Community Values				$100,000			
Aquatics Master Plan	Indoor Recreation / Aquatics Expansion or New		Underserved Level of Service				$150,000			
Parks and Recreation Master Plan Update	Park Improvements		Strategic Priorities				$275,000			
			Total Recreation Center Expansion or New Development				**$1,325,000**			
Clackamette Park Master Plan Implementation	River Access / Recreation	Regional	High Priority Ranking				$14,800,000			
Park development						$ 11,770,000	$11,770,000			2.00
Boat ramp replacement						$ 1,500,000	$1,500,000			
Skate Park						$ 200,000	$200,000			
Sports Court						$ 80,000	$80,000			
RV Park Relocation and Development						$ 1,250,000	$1,250,000	0%		
			Total River Access / Recreation		**$ -**	**$ 14,800,000**	**$14,800,000**			
Repave Pioneer Cemetery Rd.	Trail Upgrades		High Priority Ranking			$ 100,000	$100,000	0%		
Walking Path Repairs	Trail Upgrades		High Priority Ranking			$ 2,107,628	$2,107,628			
			Total Trail Upgrades		**$ -**	**$ 2,207,628**	**$ 2,207,628**			
TOTAL W/O ASPIRATIONAL GOALS					**$ 21,209,500**	**$88,249,220**	**$111,232,783**			
Mountain View Cemetery	Park Improvements	Specialty	Strategic Priorities				$ 1,000,000	100%		
Atkinson Park / Buena Vista Club	Park Improvements	Neighborhood	Future Trends				$ 1,200,000	100%		
End of the Oregon Trail Redevelopment	Recreation Amenities	Specialty	Future Trends				$ 50,000,000			
			Total Aspirational Upgrades				**$ 52,200,000**			
TOTAL W/ ASPIRATIONAL GOALS					**$21,209,500**	**$88,249,220**	**$163,432,783**			

Cost per acre for land acquisition (based on 2024 listings in Oregon City)
Residential Zoning: $650,000/AC
Commercial Zoning: $871,200/AC
Industrial Zoning: $544,500/AC

Cost per mile of Trail Development
Parker Knoll Subdivision estimated $3.00 per s.f. for a 4" concrete path
12 foot path (1000ft long) estimated at $65 per lineal foot fo County Building on Beavercreek

APPENDIX B - NATIONAL CORE VS CASUAL PARTICIPATORY TRENDS

GENERAL SPORTS

National Core vs Casual Participatory Trends - General Sports								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Basketball	**22,343**	**100%**	**27,753**	**100%**	**27,135**	**100%**	**21.4%**	**-2.2%**
Casual (1-12 times)	7,486	34%	11,962	43%	11,019	41%	47.2%	-7.9%
Core (13+ times)	14,857	66%	15,791	57%	16,019	59%	7.8%	1.4%
Golf (9 or 18-Hole Course)	**23,815**	**100%**	**24,804**	**100%**	**25,111**	**100%**	**5.4%**	**1.2%**
Tennis	**18,079**	**100%**	**21,642**	**100%**	**22,617**	**100%**	**25.1%**	**4.5%**
Baseball	**14,760**	**100%**	**15,731**	**100%**	**15,587**	**100%**	**5.6%**	**-0.9%**
Casual (1-12 times)	5,673	38%	8,089	51%	7,392	47%	30.3%	-8.6%
Core (13+ times)	9,087	62%	7,643	49%	8,195	53%	-9.8%	7.2%
Soccer (Outdoor)	**11,932**	**100%**	**12,444**	**100%**	**12,556**	**100%**	**5.2%**	**0.9%**
Casual (1-25 times)	6,342	53%	8,360	67%	7,586	60%	19.6%	-9.3%
Core (26+ times)	5,590	47%	4,084	33%	4,970	40%	-11.1%	21.7%
Softball (Slow Pitch)	**7,690**	**100%**	**6,349**	**100%**	**6,008**	**100%**	**-21.9%**	**-5.4%**
Casual (1-12 times)	3,377	44%	2,753	43%	2,729	45%	-19.2%	-0.9%
Core (13+ times)	4,314	56%	3,596	57%	3,279	55%	-24.0%	-8.8%
Football (Flag)	**6,173**	**123%**	**7,001**	**121%**	**6,889**	**123%**	**11.6%**	**-1.6%**
Casual (1-12 times)	3,249	53%	4,287	61%	4,137	60%	27.3%	-3.5%
Core (13+ times)	2,924	47%	2,714	39%	2,752	40%	-5.9%	1.4%
Core Age 6 to 17 (13+ times)	1,401	23%	1,446	21%	1,574	23%	12.3%	8.9%
Volleyball (Court)	**6,216**	**100%**	**5,410**	**100%**	**5,849**	**100%**	**-5.9%**	**8.1%**
Casual (1-12 times)	2,852	46%	2,204	41%	2,465	42%	-13.6%	11.8%
Core (13+ times)	3,364	54%	3,206	59%	3,384	58%	0.6%	5.6%
Badminton	**7,354**	**100%**	**5,862**	**100%**	**6,061**	**100%**	**-17.6%**	**3.4%**
Casual (1-12 times)	5,285	72%	4,129	70%	4,251	70%	-19.6%	3.0%
Core (13+ times)	2,069	28%	1,733	30%	1,810	30%	-12.5%	4.4%
Football (Touch)	**5,686**	**100%**	**4,846**	**100%**	**4,884**	**100%**	**-14.1%**	**0.8%**
Casual (1-12 times)	3,304	58%	2,990	62%	3,171	65%	-4.0%	6.1%
Core (13+ times)	2,383	42%	1,856	38%	1,713	35%	-28.1%	-7.7%
Soccer (Indoor)	**5,117**	**100%**	**5,440**	**100%**	**5,408**	**100%**	**5.7%**	**-0.6%**
Casual (1-12 times)	2,347	46%	3,377	62%	3,054	56%	30.1%	-9.6%
Core (13+ times)	2,770	54%	2,063	38%	2,354	44%	-15.0%	14.1%
Football (Tackle)	**5,481**	**146%**	**5,054**	**144%**	**5,228**	**140%**	**-4.6%**	**3.4%**
Casual (1-25 times)	2,242	41%	2,390	47%	2,642	51%	17.8%	10.5%
Core (26+ times)	3,240	59%	2,665	53%	2,586	49%	-20.2%	-3.0%
Core Age 6 to 17 (26+ times)	2,543	46%	2,226	44%	2,110	40%	-17.0%	-5.2%
Gymnastics	**5,381**	**100%**	**3,848**	**100%**	**4,268**	**100%**	**-20.7%**	**10.9%**
Casual (1-49 times)	3,580	67%	2,438	63%	2,787	65%	-22.2%	14.3%
Core (50+ times)	1,800	33%	1,410	37%	1,482	35%	-17.7%	5.1%
Volleyball (Sand/Beach)	**5,489**	**100%**	**4,320**	**100%**	**4,184**	**100%**	**-23.8%**	**-3.1%**
Casual (1-12 times)	3,989	73%	3,105	72%	2,918	70%	-26.8%	-6.0%
Core (13+ times)	1,500	27%	1,215	28%	1,265	30%	-15.7%	4.1%
Track and Field	**4,116**	**100%**	**3,636**	**100%**	**3,587**	**100%**	**-12.9%**	**-1.3%**
Casual (1-25 times)	1,961	48%	1,589	44%	1,712	48%	-12.7%	7.7%
Core (26+ times)	2,155	52%	2,046	56%	1,875	52%	-13.0%	-8.4%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

GENERARL SPORTS (CONTINUED)

National Core vs Casual Participatory Trends - General Sports								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Cheerleading	**4,029**	**100%**	**3,308**	**100%**	**3,465**	**100%**	**-14.0%**	**4.7%**
Casual (1-25 times)	2,365	59%	1,931	58%	2,030	59%	-14.2%	5.1%
Core (26+ times)	1,664	41%	1,377	42%	1,435	41%	-13.8%	4.2%
Pickleball	**2,815**	**100%**	**4,199**	**100%**	**4,819**	**100%**	71.2%	**14.8%**
Casual (1-12 times)	1,710	61%	2,835	68%	3,454	72%	102.0%	21.8%
Core (13+ times)	1,106	39%	1,364	32%	1,365	28%	23.4%	0.1%
Racquetball	**3,579**	**100%**	**3,426**	**100%**	**3,260**	**100%**	**-8.9%**	**-4.8%**
Casual (1-12 times)	2,488	70%	2,476	72%	2,270	70%	-8.8%	-8.3%
Core (13+ times)	1,092	31%	950	28%	990	30%	-9.3%	4.2%
Ice Hockey	**2,697**	**100%**	**2,270**	**100%**	**2,306**	**100%**	**-14.5%**	**1.6%**
Casual (1-12 times)	1,353	50%	1,165	51%	1,206	52%	-10.9%	3.5%
Core (13+ times)	1,344	50%	1,105	49%	1,101	48%	-18.1%	-0.4%
Ultimate Frisbee	**3,673**	**100%**	**2,325**	**100%**	**2,190**	**100%**	**-40.4%**	**-5.8%**
Casual (1-12 times)	2,746	75%	1,476	63%	1,441	66%	-47.5%	-2.4%
Core (13+ times)	927	25%	849	37%	749	34%	-19.2%	-11.8%
Softball (Fast Pitch)	**2,467**	**100%**	**1,811**	**100%**	**2,088**	**100%**	**-15.4%**	**15.3%**
Casual (1-25 times)	1,198	49%	650	36%	934	45%	-22.0%	43.7%
Core (26+ times)	1,269	51%	1,162	64%	1,154	55%	-9.1%	-0.7%
Lacrosse	**2,090**	**100%**	**1,884**	**100%**	**1,892**	**100%**	**-9.5%**	**0.4%**
Casual (1-12 times)	1,153	55%	902	48%	1,009	53%	-12.5%	11.9%
Core (13+ times)	938	45%	982	52%	883	47%	-5.9%	-10.1%
Wrestling	**1,922**	**100%**	**1,931**	**100%**	**1,937**	**100%**	**0.8%**	**0.3%**
Casual (1-25 times)	1,139	59%	1,239	64%	1,290	67%	13.3%	4.1%
Core (26+ times)	782	41%	692	36%	647	33%	-17.3%	-6.5%
Roller Hockey	**1,929**	**100%**	**1,500**	**100%**	**1,425**	**100%**	**-26.1%**	**-5.0%**
Casual (1-12 times)	1,438	75%	1,129	75%	1,088	76%	-24.3%	-3.6%
Core (13+ times)	491	25%	371	25%	337	24%	-31.4%	-9.2%
Boxing for Competition	**1,210**	**100%**	**1,361**	**100%**	**1,460**	**100%**	**20.7%**	**7.3%**
Casual (1-12 times)	1,035	86%	1,214	89%	1,262	86%	21.9%	4.0%
Core (13+ times)	176	15%	147	11%	199	14%	13.1%	35.4%
Rugby	**1,550**	**100%**	**1,242**	**100%**	**1,238**	**100%**	**-20.1%**	**-0.3%**
Casual (1-7 times)	1,090	70%	807	65%	778	63%	-28.6%	-3.6%
Core (8+ times)	460	30%	435	35%	460	37%	0.0%	5.7%
Squash	**1,549**	**100%**	**1,163**	**100%**	**1,185**	**100%**	**-23.5%**	**1.9%**
Casual (1-7 times)	1,111	72%	669	58%	720	61%	-35.2%	7.6%
Core (8+ times)	437	28%	495	43%	466	39%	6.6%	-5.9%
Golf (Entertainment Venue)	**8,173**	**100%**	**12,057**	**100%**	**12,362**	**100%**	**51.3%**	**2.5%**
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

GENERAL FITNESS

National Core vs Casual Participatory Trends - General Fitness								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Fitness Walking	**107,895**	**100%**	**114,044**	**100%**	**115,814**	**100%**	**7.3%**	**1.6%**
Casual (1-49 times)	34,535	32%	34,742	30%	39,036	34%	13.0%	12.4%
Core (50+ times)	73,359	68%	79,302	70%	76,778	66%	4.7%	-3.2%
Treadmill	**51,872**	**100%**	**49,832**	**100%**	**53,627**	**100%**	**3.4%**	**7.6%**
Casual (1-49 times)	23,490	45%	19,549	39%	25,353	47%	7.9%	29.7%
Core (50+ times)	28,381	55%	30,283	61%	28,276	53%	-0.4%	-6.6%
Free Weights (Dumbbells/Hand Weights)	**51,513**	**100%**	**53,256**	**100%**	**52,636**	**100%**	**2.2%**	**-1.2%**
Casual (1-49 times)	18,245	35%	20,070	38%	21,560	41%	18.2%	7.4%
Core (50+ times)	33,268	65%	33,186	62%	31,076	59%	-6.6%	-6.4%
Running/Jogging	**47,384**	**100%**	**50,652**	**100%**	**48,977**	**100%**	**3.4%**	**-3.3%**
Casual (1-49 times)	21,764	46%	24,438	48%	23,441	48%	7.7%	-4.1%
Core (50+ times)	25,621	54%	26,214	52%	25,537	52%	-0.3%	-2.6%
Stationary Cycling (Recumbent/Upright)	**36,118**	**100%**	**31,287**	**100%**	**32,453**	**100%**	**-10.1%**	**3.7%**
Casual (1-49 times)	18,240	51%	13,249	42%	15,124	47%	-17.1%	14.2%
Core (50+ times)	17,878	49%	18,038	58%	17,330	53%	-3.1%	-3.9%
Weight/Resistant Machines	**35,768**	**100%**	**30,651**	**100%**	**30,577**	**100%**	**-14.5%**	**-0.2%**
Casual (1-49 times)	14,346	40%	10,940	36%	11,954	39%	-16.7%	9.3%
Core (50+ times)	21,422	60%	19,711	64%	18,624	61%	-13.1%	-5.5%
Elliptical Motion/Cross Trainer	**32,218**	**100%**	**27,920**	**100%**	**27,618**	**100%**	**-14.3%**	**-1.1%**
Casual (1-49 times)	15,687	49%	14,403	52%	14,156	51%	-9.8%	-1.7%
Core (50+ times)	16,532	51%	13,517	48%	13,461	49%	-18.6%	-0.4%
Yoga	**26,268**	**100%**	**32,808**	**102%**	**34,347**	**100%**	**30.8%**	**4.7%**
Casual (1-49 times)	15,486	59%	19,953	61%	20,110	59%	29.9%	0.8%
Core (50+ times)	10,782	41%	13,471	41%	14,237	41%	32.0%	5.7%
Free Weights (Barbells)	**26,473**	**100%**	**28,790**	**100%**	**28,243**	**100%**	**6.7%**	**-1.9%**
Casual (1-49 times)	10,344	39%	13,428	47%	12,649	45%	22.3%	-5.8%
Core (50+ times)	16,129	61%	15,363	53%	15,595	55%	-3.3%	1.5%
Dance, Step, Choreographed Exercise	**21,839**	**100%**	**25,160**	**100%**	**24,752**	**100%**	**13.3%**	**-1.6%**
Casual (1-49 times)	14,158	65%	16,652	66%	16,622	67%	17.4%	-0.2%
Core (50+ times)	7,681	35%	8,507	34%	8,130	33%	5.8%	-4.4%
Bodyweight Exercise	**25,110**	**100%**	**22,845**	**100%**	**22,629**	**100%**	**-9.9%**	**-0.9%**
Casual (1-49 times)	9,763	39%	9,581	42%	9,915	44%	1.6%	3.5%
Core (50+ times)	15,347	61%	13,264	58%	12,714	56%	-17.2%	-4.1%
Aerobics (High Impact/ Intensity Training)	**10,575**	**100%**	**10,954**	**100%**	**10,400**	**100%**	**-1.7%**	**-5.1%**
Casual (1-49 times)	7,135	67%	8,331	76%	8,347	80%	17.0%	0.2%
Core (50+ times)	3,440	33%	2,623	24%	2,053	20%	-40.3%	-21.7%
Stair Climbing Machine	**15,079**	**100%**	**11,261**	**100%**	**11,786**	**100%**	**-21.8%**	**4.7%**
Casual (1-49 times)	9,332	62%	6,339	56%	7,332	62%	-21.4%	15.7%
Core (50+ times)	5,747	38%	4,922	44%	4,453	38%	-22.5%	-9.5%
Cross-Training Style Workout	**12,914**	**100%**	**9,179**	**100%**	**9,764**	**100%**	**-24.4%**	**6.4%**
Casual (1-49 times)	6,430	50%	3,476	38%	4,179	43%	-35.0%	20.2%
Core (50+ times)	6,483	50%	5,704	62%	5,585	57%	-13.9%	-2.1%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

Figure 20: General Fitness Appendix

GENERAL FITNESS (CONTINUED)

National Core vs Casual Participatory Trends - General Fitness								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Trail Running	**8,582**	**100%**	**11,854**	**100%**	**12,520**	**100%**	**45.9%**	**5.6%**
Stationary Cycling (Group)	**8,937**	**100%**	**6,054**	**100%**	**5,939**	**100%**	**-33.5%**	**-1.9%**
Casual (1-49 times)	5,751	64%	3,134	52%	3,134	53%	-45.5%	0.0%
Core (50+ times)	3,186	36%	2,920	48%	2,805	47%	-12.0%	-3.9%
Pilates Training	**8,893**	**100%**	**9,905**	**100%**	**9,745**	**100%**	**9.6%**	**-1.6%**
Casual (1-49 times)	5,525	62%	6,668	67%	6,611	68%	19.7%	-0.9%
Core (50+ times)	3,367	38%	3,237	33%	3,133	32%	-6.9%	-3.2%
Cardio Kickboxing	**6,899**	**100%**	**5,295**	**100%**	**5,099**	**100%**	**-26.1%**	**-3.7%**
Casual (1-49 times)	4,760	69%	3,438	65%	3,328	65%	-30.1%	-3.2%
Core (50+ times)	2,139	31%	1,857	35%	1,771	35%	-17.2%	-4.6%
Boot Camp Style Training	**6,583**	**100%**	**4,969**	**100%**	**5,169**	**100%**	**-21.5%**	**4.0%**
Casual (1-49 times)	4,484	68%	3,204	64%	3,461	67%	-22.8%	8.0%
Core (50+ times)	2,099	32%	1,765	36%	1,709	33%	-18.6%	-3.2%
Martial Arts	**5,745**	**100%**	**6,064**	**100%**	**6,186**	**100%**	**7.7%**	**2.0%**
Casual (1-12 times)	1,964	34%	2,679	44%	2,728	44%	38.9%	1.8%
Core (13+ times)	3,780	66%	3,385	56%	3,458	56%	-8.5%	2.2%
Boxing for Fitness	**5,175**	**100%**	**5,230**	**100%**	**5,237**	**100%**	**1.2%**	**0.1%**
Casual (1-12 times)	2,678	52%	2,962	57%	2,985	57%	11.5%	0.8%
Core (13+ times)	2,496	48%	2,268	43%	2,252	43%	-9.8%	-0.7%
Tai Chi	**3,706**	**100%**	**3,300**	**100%**	**3,393**	**100%**	**-8.4%**	**2.8%**
Casual (1-49 times)	2,245	61%	1,858	56%	2,001	59%	-10.9%	7.7%
Core (50+ times)	1,461	39%	1,442	44%	1,393	41%	-4.7%	-3.4%
Barre	**3,329**	**100%**	**3,579**	**100%**	**3,659**	**100%**	**9.9%**	**2.2%**
Casual (1-49 times)	2,636	79%	2,721	76%	2,822	77%	7.1%	3.7%
Core (50+ times)	693	21%	858	24%	837	23%	20.8%	-2.4%
Triathlon (Traditional/Road)	**2,374**	**100%**	**1,846**	**100%**	**1,748**	**100%**	**-26.4%**	**-5.3%**
Triathlon (Non-Traditional/Off Road)	**1,705**	**100%**	**1,363**	**100%**	**1,304**	**100%**	**-23.5%**	**-4.3%**
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

OUTDOOR/ADVENTURE RECREATION

National Core vs Casual Participatory Trends - Outdoor / Adventure Recreation								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Hiking (Day)	**42,128**	**100%**	**57,808**	**100%**	**58,697**	**100%**	**39.3%**	**1.5%**
Bicycling (Road)	**38,365**	**100%**	**44,471**	**100%**	**42,775**	**100%**	**11.5%**	**-3.8%**
Casual (1-25 times)	19,244	50%	23,720	53%	22,280	52%	15.8%	-6.1%
Core (26+ times)	19,121	50%	20,751	47%	20,495	48%	7.2%	-1.2%
Fishing (Freshwater)	**38,121**	**100%**	**42,556**	**100%**	**40,853**	**100%**	**7.2%**	**-4.0%**
Casual (1-7 times)	20,308	53%	24,309	57%	22,451	55%	10.6%	-7.6%
Core (8+ times)	17,813	47%	18,247	43%	18,403	45%	3.3%	0.9%
Camping (< 1/4 Mile of Vehicle/Home)	**26,467**	**100%**	**36,082**	**100%**	**35,985**	**100%**	**36.0%**	**-0.3%**
Camping (Recreational Vehicle)	**15,855**	**100%**	**17,825**	**100%**	**16,371**	**100%**	**3.3%**	**-8.2%**
Casual (1-7 times)	8,719	55%	11,281	63%	9,688	59%	11.1%	-14.1%
Core (8+ times)	7,136	45%	6,544	37%	6,683	41%	-6.3%	2.1%
Fishing (Saltwater)	**12,266**	**100%**	**14,527**	**100%**	**13,790**	**100%**	**12.4%**	**-5.1%**
Casual (1-7 times)	7,198	59%	9,109	63%	8,543	62%	18.7%	-6.2%
Core (8+ times)	5,068	41%	5,418	37%	5,246	38%	3.5%	-3.2%
Birdwatching (>1/4 mile of Vehicle/Home	**11,589**	**100%**	**15,228**	**100%**	**14,815**	**100%**	**27.8%**	**-2.7%**
Backpacking Overnight	**10,151**	**100%**	**10,746**	**100%**	**10,306**	**100%**	**1.5%**	**-4.1%**
Bicycling (Mountain)	**8,615**	**100%**	**8,998**	**100%**	**8,693**	**100%**	**0.9%**	**-3.4%**
Casual (1-12 times)	4,273	50%	4,803	53%	4,517	52%	5.7%	-6.0%
Core (13+ times)	4,342	50%	4,194	47%	4,176	48%	-3.8%	-0.4%
Archery	**7,903**	**100%**	**7,249**	**100%**	**7,342**	**100%**	**-7.1%**	**1.3%**
Casual (1-25 times)	6,650	84%	6,102	84%	6,054	82%	-9.0%	-0.8%
Core (26+ times)	1,253	16%	1,147	16%	1,288	18%	2.8%	12.3%
Fishing (Fly)	**6,456**	**100%**	**7,753**	**100%**	**7,458**	**100%**	**15.5%**	**-3.8%**
Casual (1-7 times)	4,183	65%	5,020	65%	4,762	64%	13.8%	-5.1%
Core (8+ times)	2,273	35%	2,733	35%	2,696	36%	18.6%	-1.4%
Skateboarding	**6,442**	**100%**	**8,872**	**100%**	**8,747**	**100%**	**35.8%**	**-1.4%**
Casual (1-25 times)	3,955	61%	6,315	71%	6,181	71%	56.3%	-2.1%
Core (26+ times)	2,487	39%	2,557	29%	2,566	29%	3.2%	0.4%
Climbing (Indoor)	**-**	**n/a**	**5,535**	**100%**	**5,684**	**100%**	**n/a**	**2.7%**
Roller Skating (In-Line)	**5,381**	**100%**	**4,892**	**100%**	**4,940**	**100%**	**-8.2%**	**1.0%**
Casual (1-12 times)	3,861	72%	3,466	71%	3,525	71%	-8.7%	1.7%
Core (13+ times)	1,520	28%	1,425	29%	1,415	29%	-6.9%	-0.7%
Bicycling (BMX)	**3,104**	**100%**	**3,880**	**100%**	**3,861**	**100%**	**24.4%**	**-0.5%**
Casual (1-12 times)	1,760	57%	2,532	65%	2,466	64%	40.1%	-2.6%
Core (13+ times)	1,344	43%	1,348	35%	1,396	36%	3.9%	3.6%
Climbing (Traditional/Ice/Mountaineering	**2,790**	**100%**	**2,456**	**100%**	**2,374**	**100%**	**-14.9%**	**-3.3%**
Climbing (Sport/Boulder)	**-**	**n/a**	**2,290**	**100%**	**2,301**	**100%**	**n/a**	**0.5%**
Adventure Racing	**2,999**	**100%**	**1,966**	**100%**	**1,826**	**100%**	**-39.1%**	**-7.1%**
Casual (1 times)	1,081	36%	328	17%	312	17%	-71.1%	-4.9%
Core (2+ times)	1,918	64%	1,638	83%	1,514	83%	-21.1%	-7.6%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

AQUATICS

National Core vs Casual Participatory Trends - Aquatics								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Swimming (Fitness)	**26,601**	**100%**	**25,666**	**100%**	**25,620**	**100%**	**-3.7%**	**-0.2%**
Casual (1-49 times)	17,781	67%	17,987	70%	17,598	69%	-1.0%	-2.2%
Core (50+ times)	8,820	33%	7,680	30%	8,022	31%	-9.0%	4.5%
Aquatic Exercise	**10,575**	**100%**	**10,954**	**100%**	**10,400**	**100%**	**-1.7%**	**-5.1%**
Casual (1-49 times)	7,135	67%	8,331	76%	8,347	80%	17.0%	0.2%
Core (50+ times)	3,440	33%	2,623	24%	2,053	20%	-40.3%	-21.7%
Swimming (Competition)	**3,369**	**100%**	**2,615**	**100%**	**2,824**	**100%**	**-16.2%**	**8.0%**
Casual (1-49 times)	1,881	56%	1,524	58%	1,708	60%	-9.2%	12.1%
Core (50+ times)	1,488	44%	1,091	42%	1,116	40%	-25.0%	2.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

WATER SPORTS/ACTIVITIES

National Core vs Casual Participatory Trends - Water Sports / Activities								
Activity	Participation Levels						% Change	
	2016		2020		2021		5-Year Trend	1-Year Trend
	#	%	#	%	#	%		
Kayaking (Recreational)	**10,017**	**100%**	**13,002**	**100%**	**13,351**	**100%**	**33.3%**	**2.7%**
Canoeing	**10,046**	**100%**	**9,595**	**100%**	**9,199**	**100%**	**-8.4%**	**-4.1%**
Snorkeling	**8,717**	**100%**	**7,729**	**100%**	**7,316**	**100%**	**-16.1%**	**-5.3%**
Casual (1-7 times)	6,945	80%	6,374	82%	5,989	82%	-13.8%	-6.0%
Core(8+ times)	1,773	20%	1,355	18%	1,326	18%	-25.2%	-2.1%
Jet Skiing	**5,783**	**100%**	**4,900**	**100%**	**5,062**	**100%**	**-12.5%**	**3.3%**
Casual (1-7 times)	4,143	72%	3,783	77%	3,780	75%	-8.8%	-0.1%
Core(8+ times)	1,640	28%	1,116	23%	1,281	25%	-21.9%	14.8%
Sailing	**4,095**	**100%**	**3,486**	**100%**	**3,463**	**100%**	**-15.4%**	**-0.7%**
Casual (1-7 times)	2,833	69%	2,395	69%	2,418	70%	-14.6%	1.0%
Core(8+ times)	1,262	31%	1,091	31%	1,045	30%	-17.2%	-4.2%
Stand-Up Paddling	**3,220**	**100%**	**3,675**	**100%**	**3,739**	**100%**	**16.1%**	**1.7%**
Rafting	**3,428**	**100%**	**3,474**	**100%**	**3,383**	**100%**	**-1.3%**	**-2.6%**
Water Skiing	**3,700**	**100%**	**3,050**	**100%**	**3,058**	**100%**	**-17.4%**	**0.3%**
Casual (1-7 times)	2,667	72%	2,189	72%	2,209	72%	-17.2%	0.9%
Core(8+ times)	1,033	28%	861	28%	849	28%	-17.8%	-1.4%
Surfing	**2,793**	**100%**	**3,800**	**100%**	**3,463**	**100%**	**24.0%**	**-8.9%**
Casual (1-7 times)	1,768	63%	2,507	66%	2,158	62%	22.1%	-13.9%
Core(8+ times)	1,024	37%	1,293	34%	1,305	38%	27.4%	0.9%
Wakeboarding	**2,912**	**100%**	**2,754**	**100%**	**2,674**	**100%**	**-8.2%**	**-2.9%**
Casual (1-7 times)	2,017	69%	2,007	73%	1,902	71%	-5.7%	-5.2%
Core(8+ times)	895	31%	747	27%	772	29%	-13.7%	3.3%
Scuba Diving	**3,111**	**100%**	**2,588**	**100%**	**2,476**	**100%**	**-20.4%**	**-4.3%**
Casual (1-7 times)	2,292	74%	1,880	73%	1,795	72%	-21.7%	-4.5%
Core(8+ times)	819	26%	708	27%	680	27%	-17.0%	-4.0%
Kayaking (Sea/Touring)	**3,124**	**100%**	**2,508**	**100%**	**2,587**	**100%**	**-17.2%**	**3.1%**
Kayaking (White Water)	**2,552**	**100%**	**2,605**	**100%**	**2,587**	**100%**	**1.4%**	**-0.7%**
Boardsailing/Windsurfing	**1,737**	**100%**	**1,268**	**100%**	**1,297**	**100%**	**-25.3%**	**2.3%**
Casual (1-7 times)	1,449	83%	1,015	80%	1,002	77%	-30.8%	-1.3%
Core(8+ times)	288	17%	253	20%	295	23%	2.4%	16.6%
NOTE: Participation figures are in 000's for the US population ages 6 and over								
Participation Growth/Decline	Large Increase (greater than 25%)		Moderate Increase (0% to 25%)		Moderate Decrease (0% to -25%)		Large Decrease (less than -25%)	
Core vs Casual Distribution	Mostly Core Participants (greater than 75%)		More Core Participants (56-74%)		Evenly Divided (45-55% Core and Casual)		More Casual Participants (56-74%)	Mostly Casual Participants (greater than 75%)

APPENDIX C: ETC STATISTICALLY VALID SURVEY CHARTS AND GRAPHS

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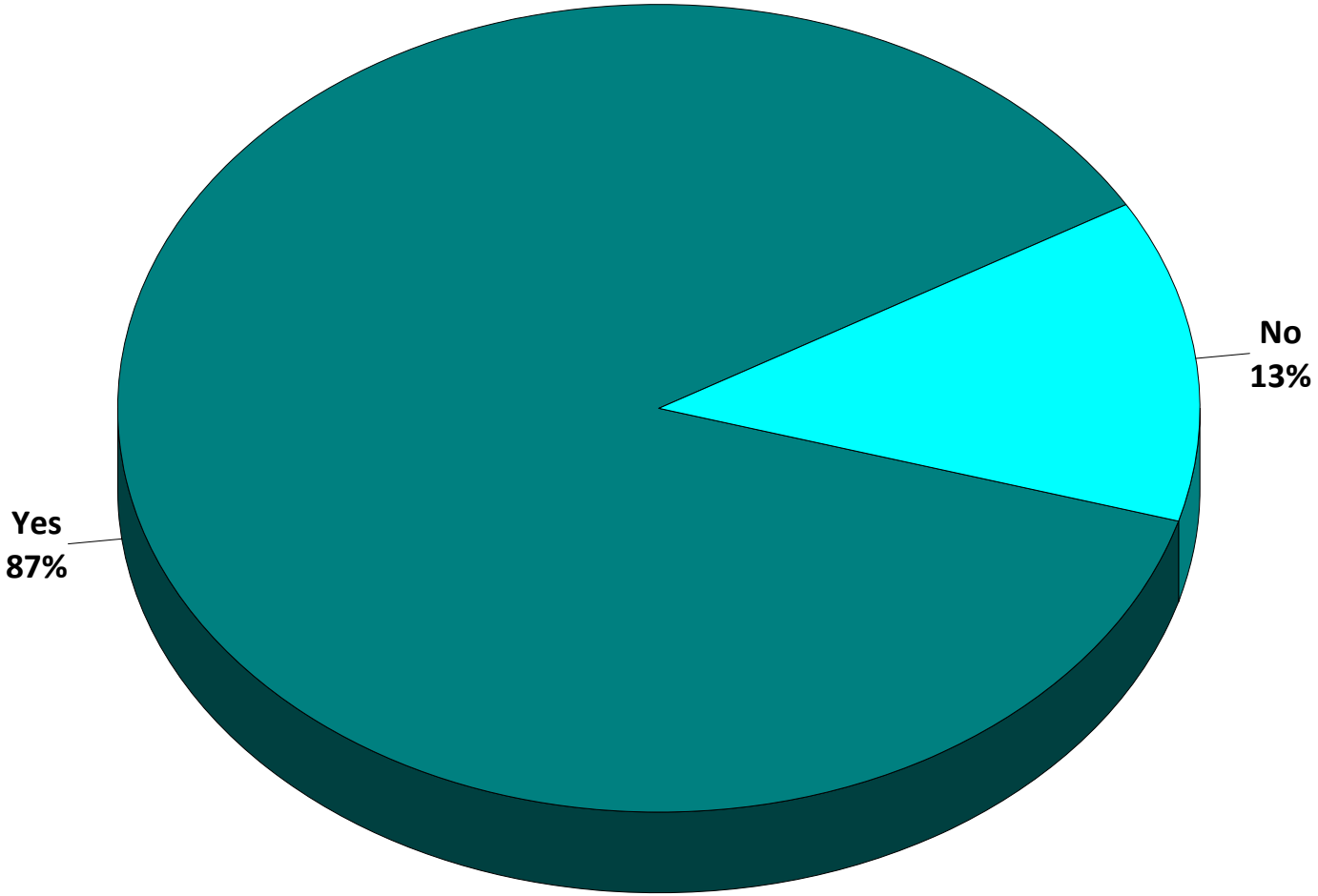
Q1. Have you or any member of your household visited any City of Oregon City parks or recreation facilities during the past 12 months?

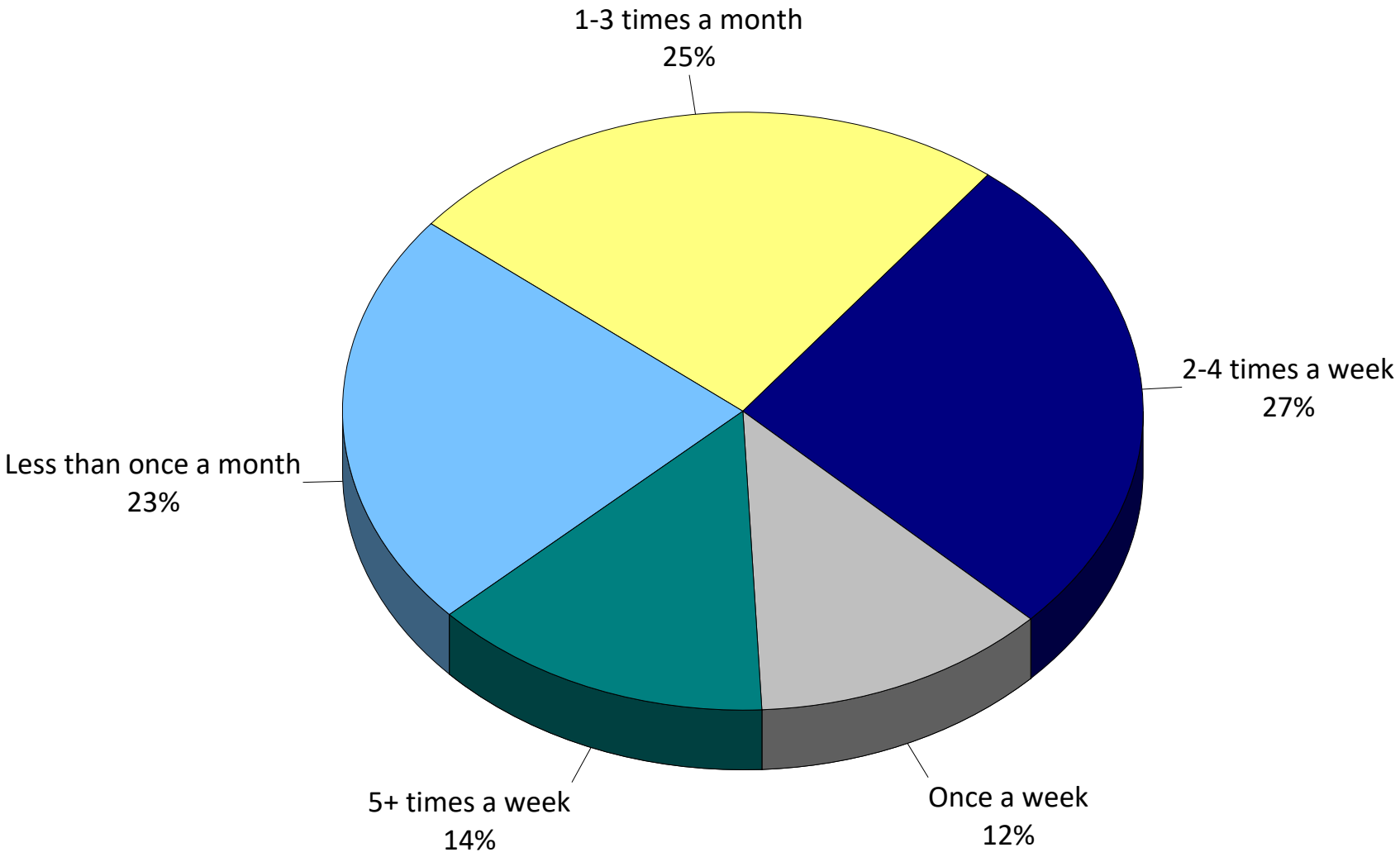
by percentage of respondents



ETC Institute (2022)

Q1a. How often have you visited City of Oregon City parks and/or recreation facilities during the past 12 months?

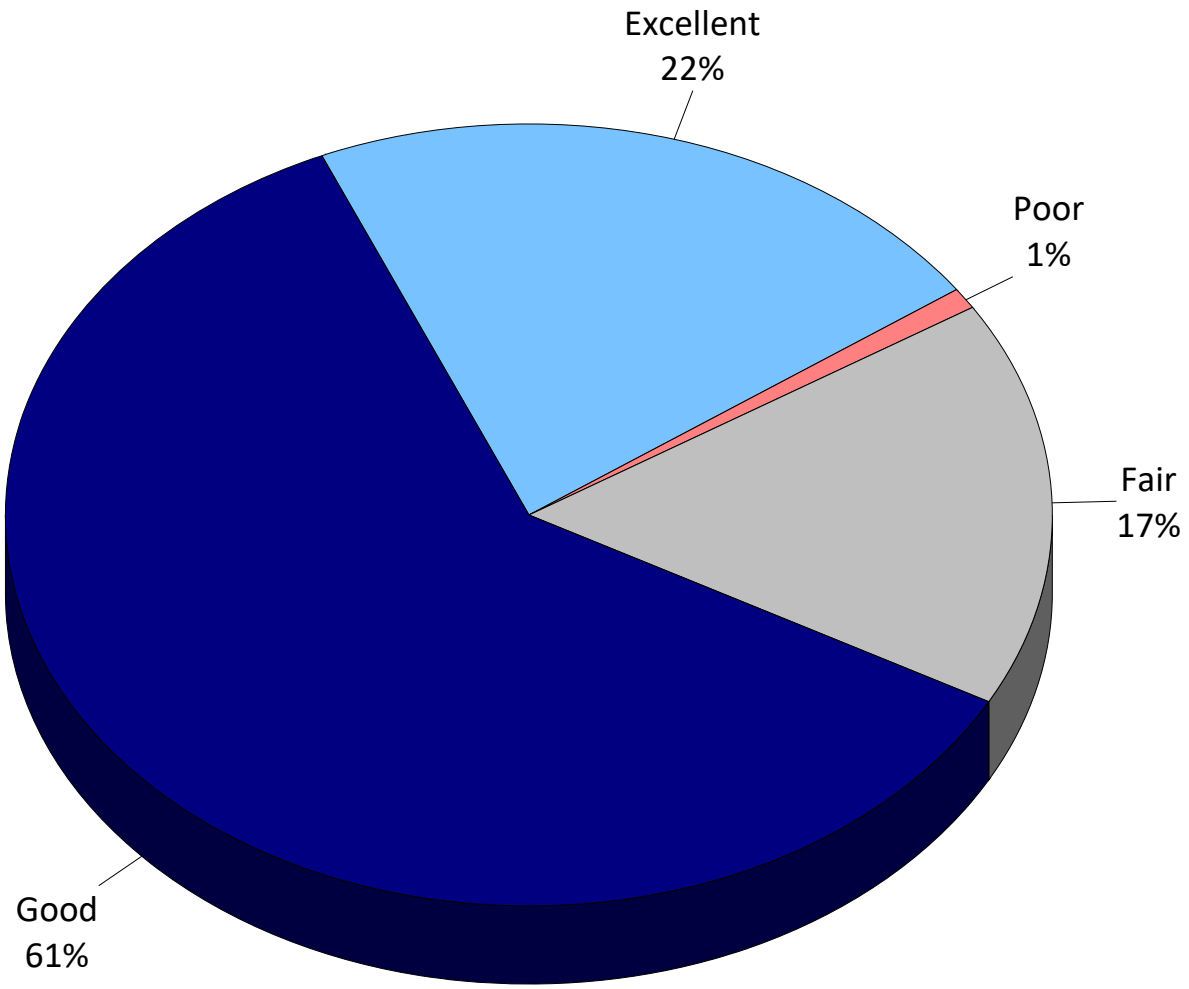
by percentage of respondents who responded “Yes" to Q1 (excluding “don’t know”)



ETC Institute (2022)

Q1b. Overall, how would you rate the physical condition of ALL the City of Oregon City parks and recreation facilities you have visited?

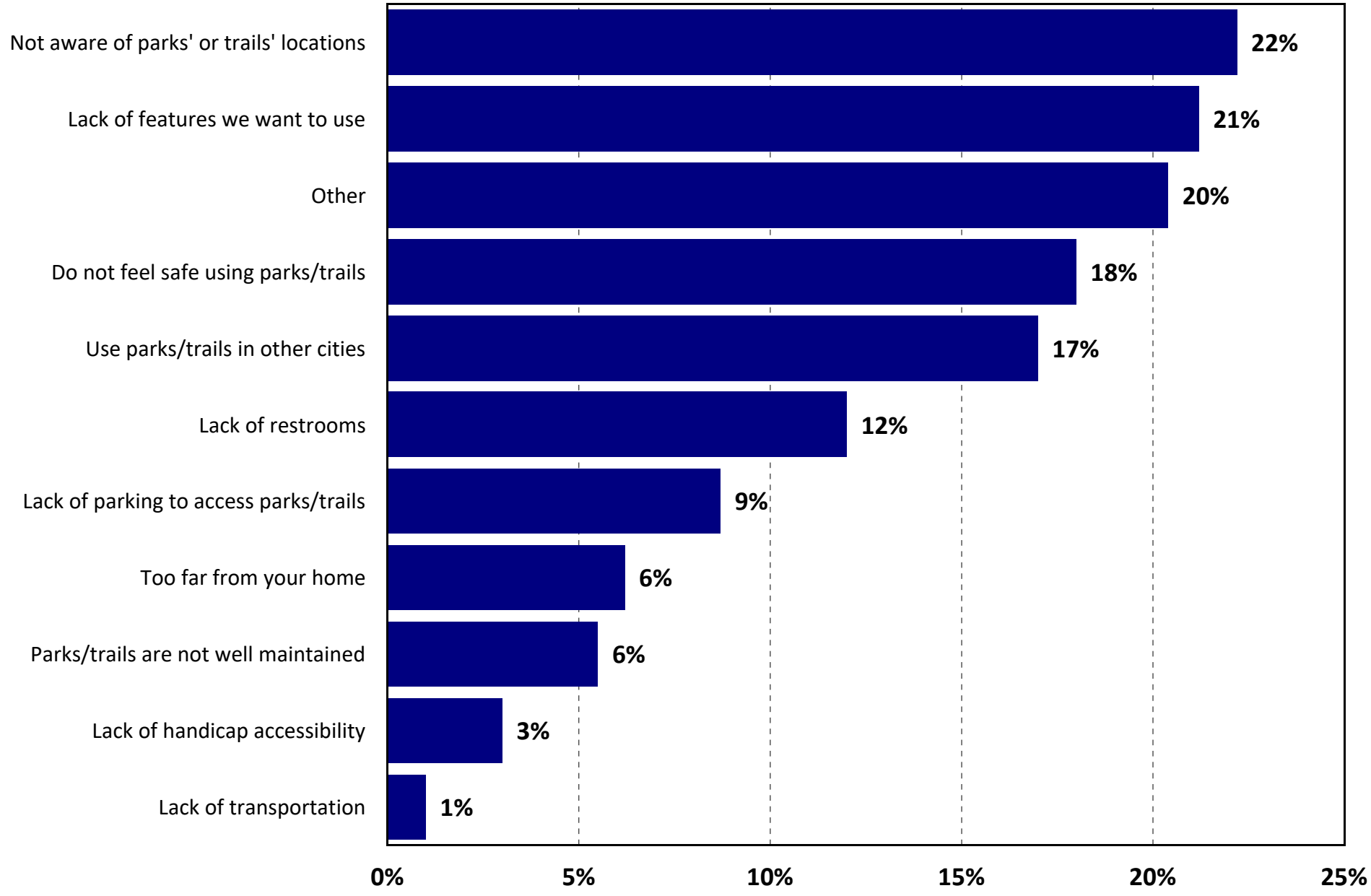
by percentage of respondents who responded “Yes" to Q1 (excluding “not provided")



ETC Institute (2022)

Q2. Barriers to Parks or Recreation Facilities Use

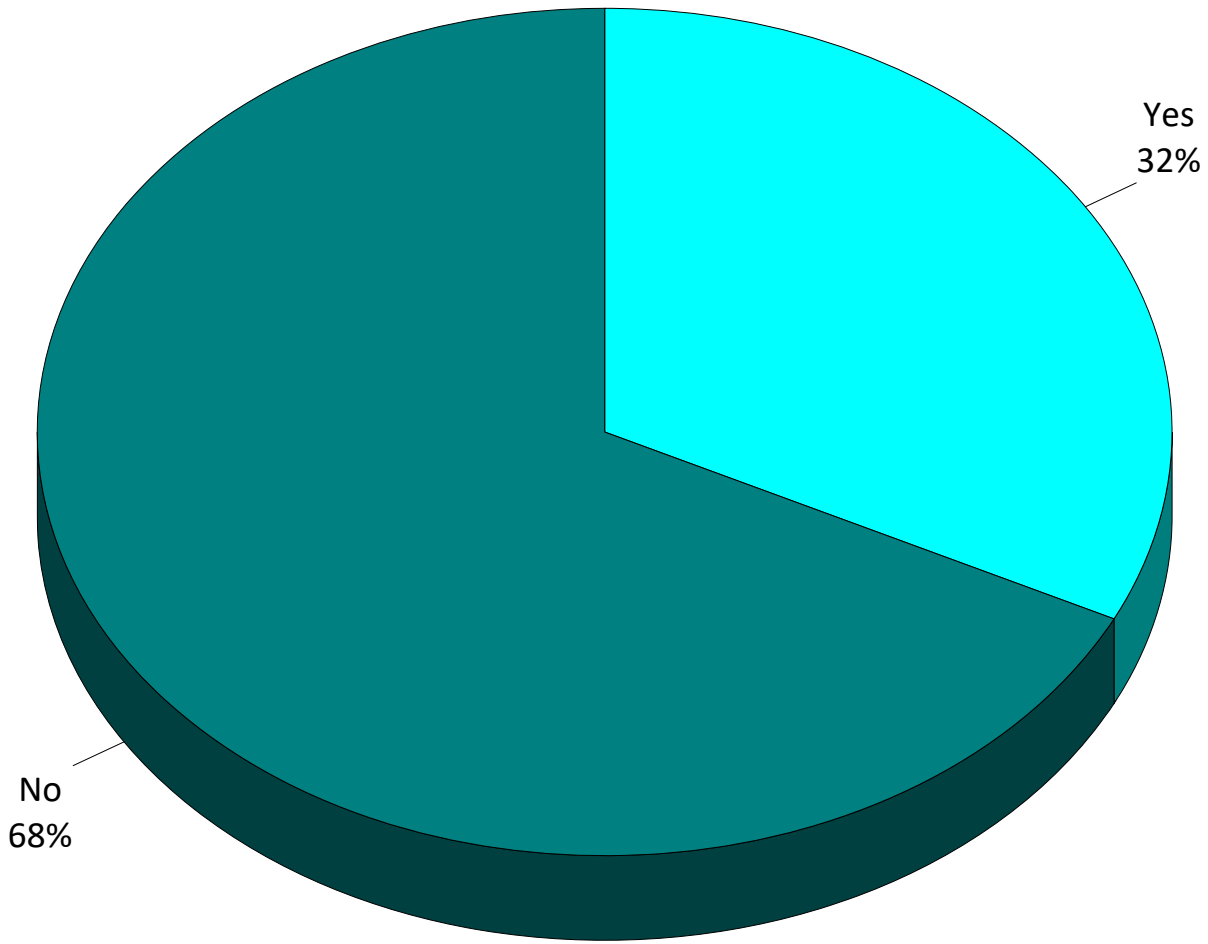
by percentage of respondents (multiple selections could be made)



ETC Institute (2022)

Q3. Has your household participated in any recreation programs /events offered by Oregon City Parks and Recreation during the past three years?

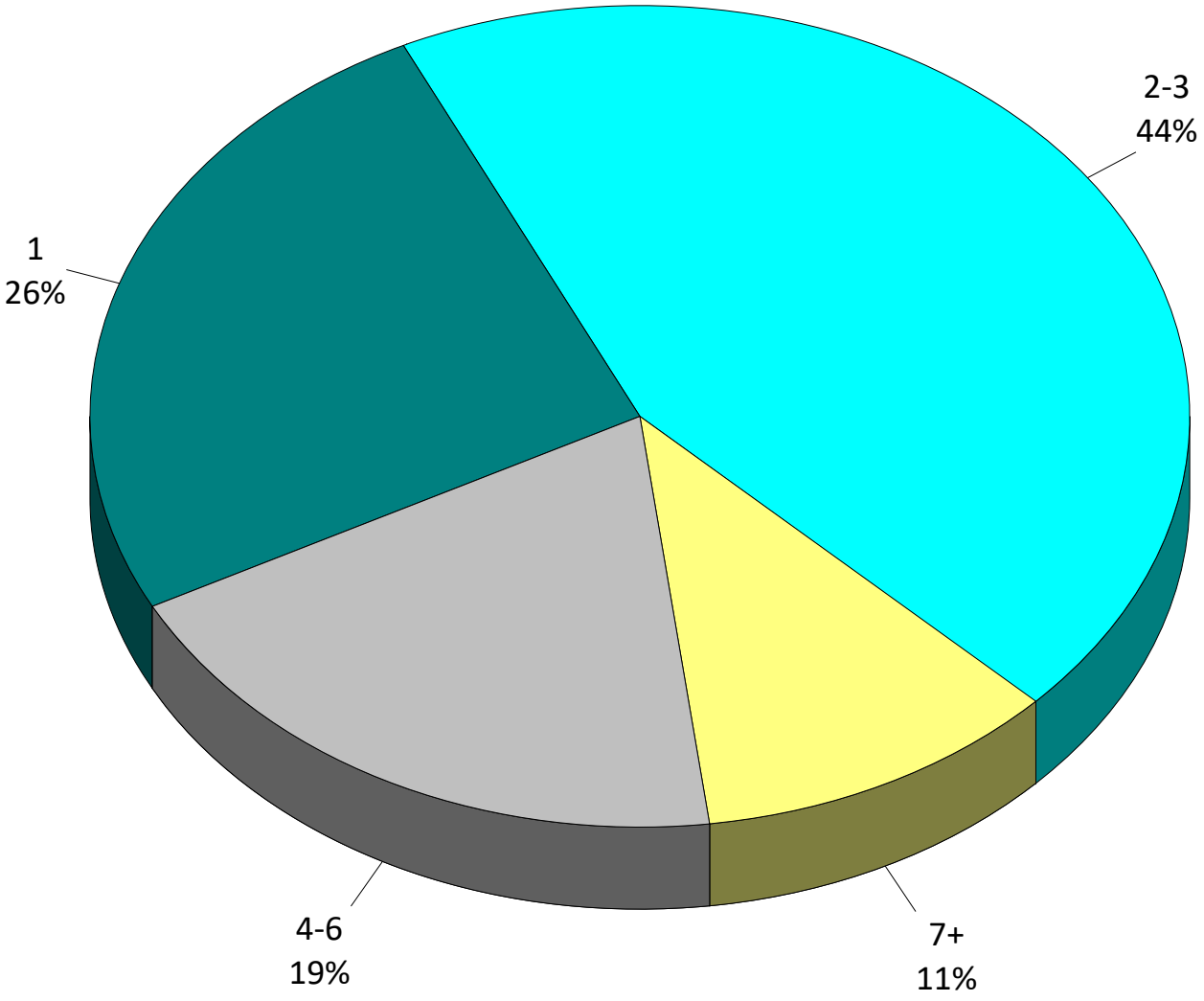
by percentage of respondents



ETC Institute (2022)

Q3a. How many recreation programs/events offered by Oregon City Parks and Recreation have you or members of your household participated in during the past three years?

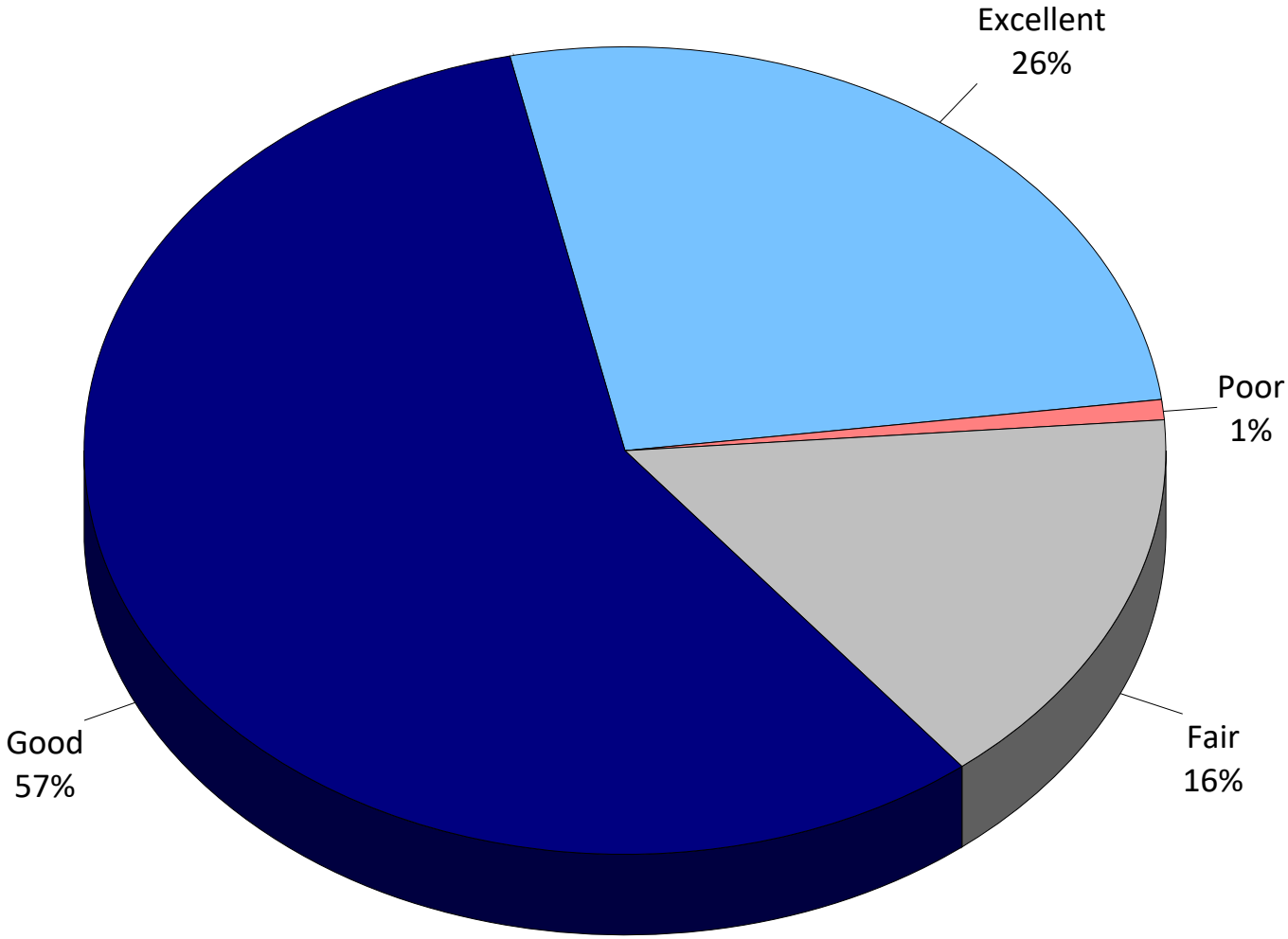
by percentage of respondents who responded "Yes" to Q3



ETC Institute (2022)

Q3b. How would you rate the overall quality of recreation programs /events offered by Oregon City Parks and Recreation in which your household has participated?

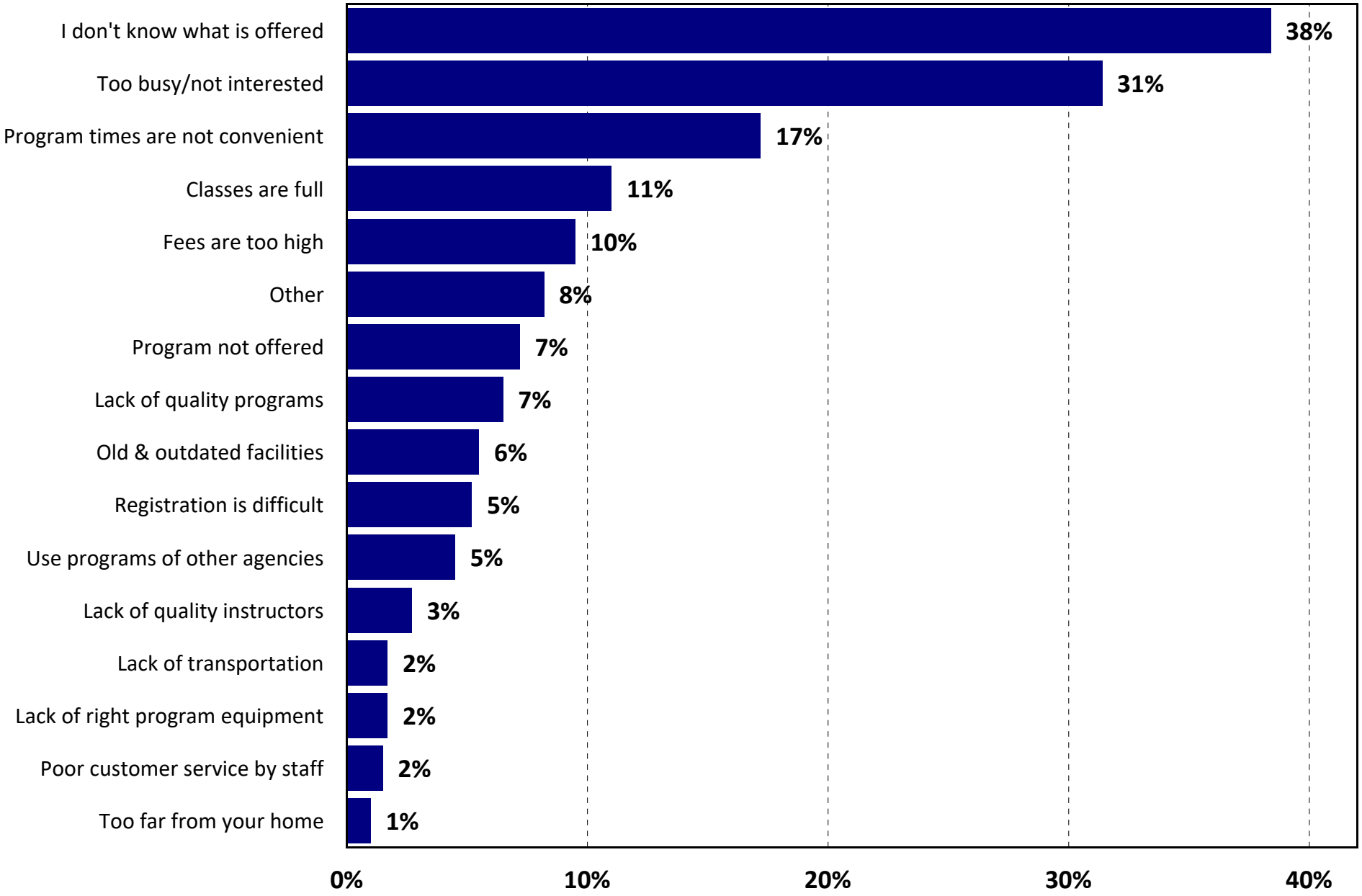
by percentage of respondents who responded “Yes" to Q3 (excluding “not provided")



ETC Institute (2022)

Q4. Barriers to Parks and Recreation Programs/Events Participation

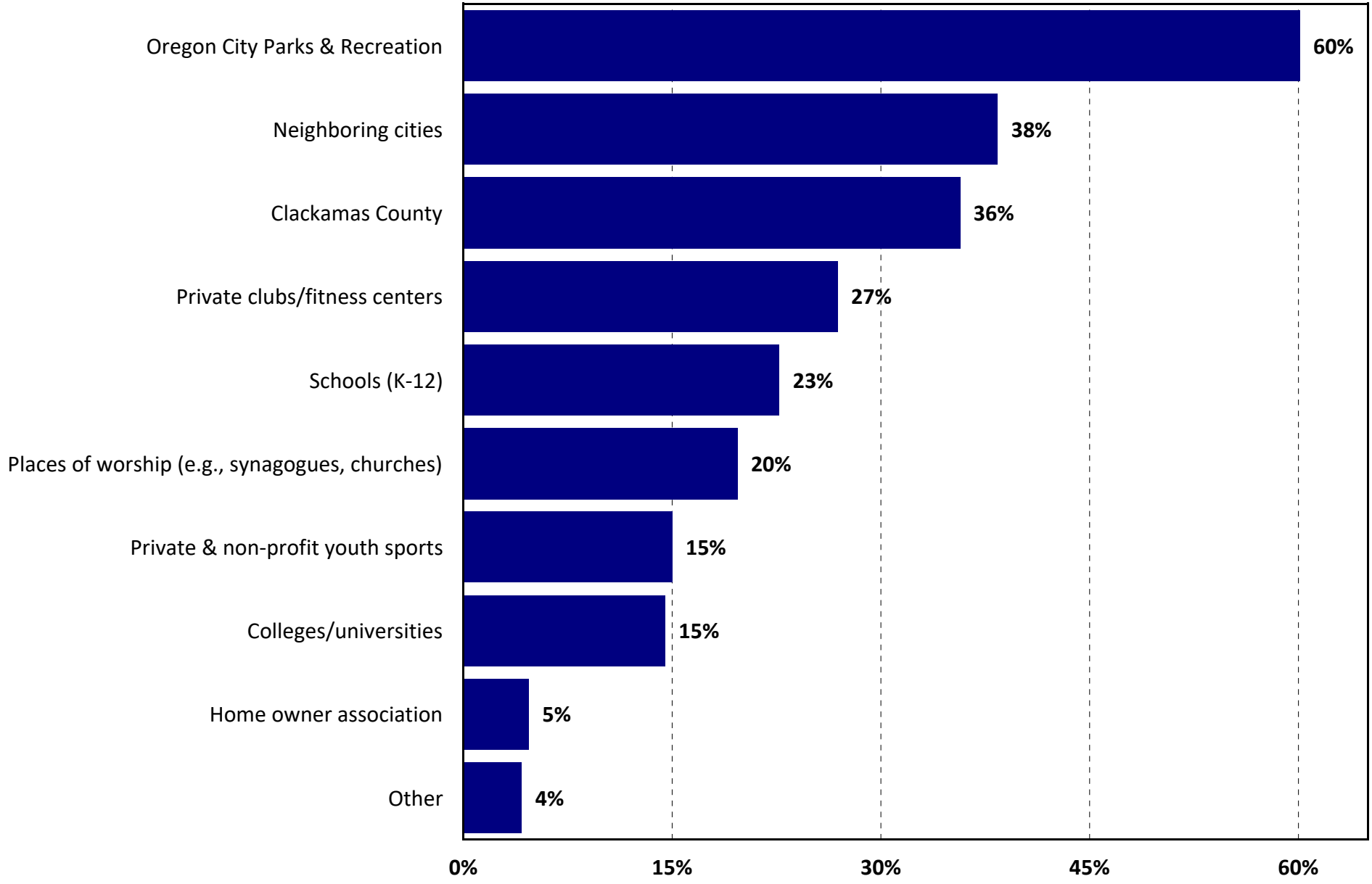
by percentage of respondents (multiple selections could be made)



ETC Institute (2022)

Q5. Organizations Households Used within the Last Two Years for Recreation and Sports Activities

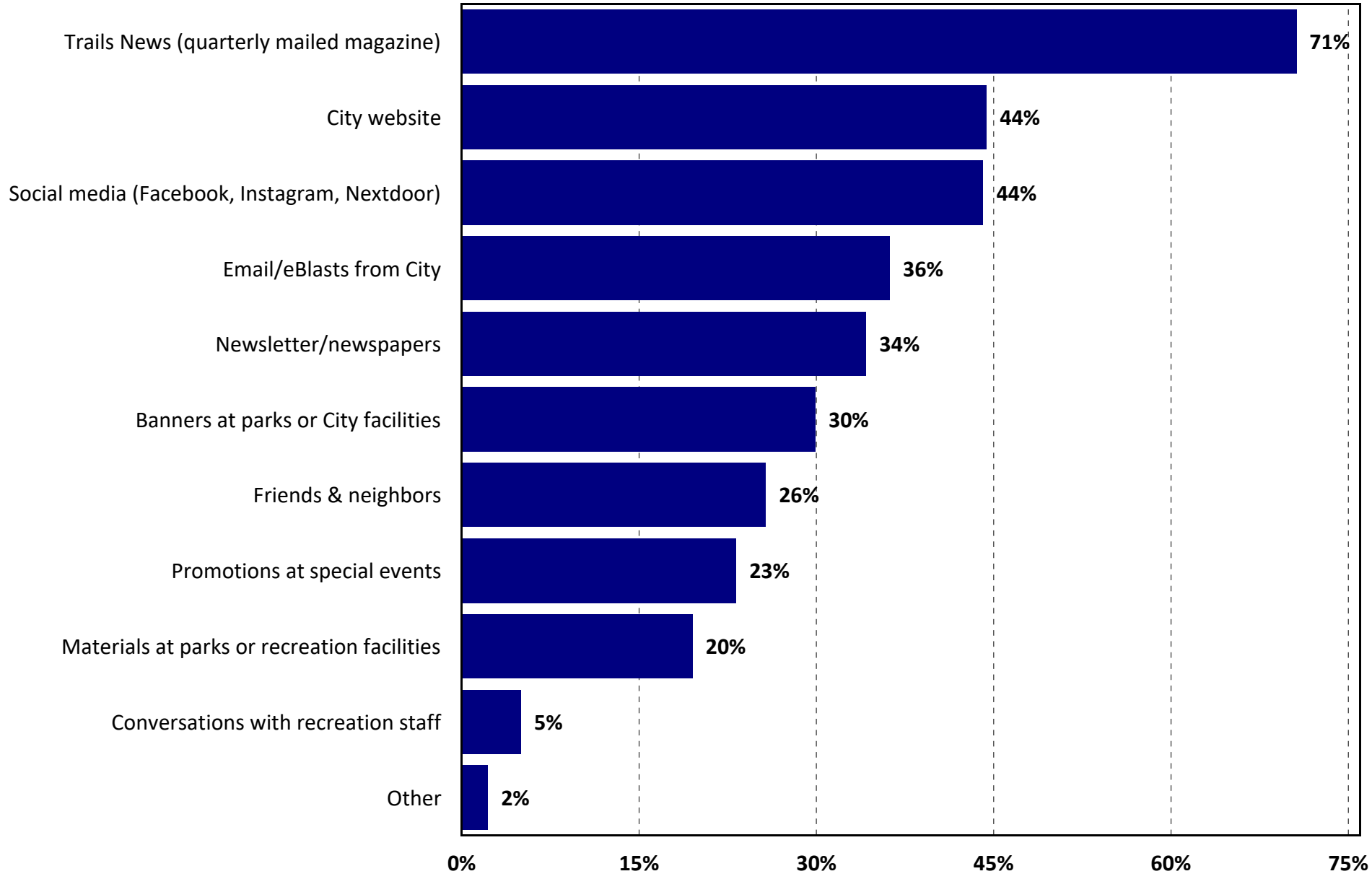
by percentage of respondents (multiple selections could be made)



ETC Institute (2022)

Q6. Ways respondents would like to learn about Oregon City Parks and Recreation programs and events.

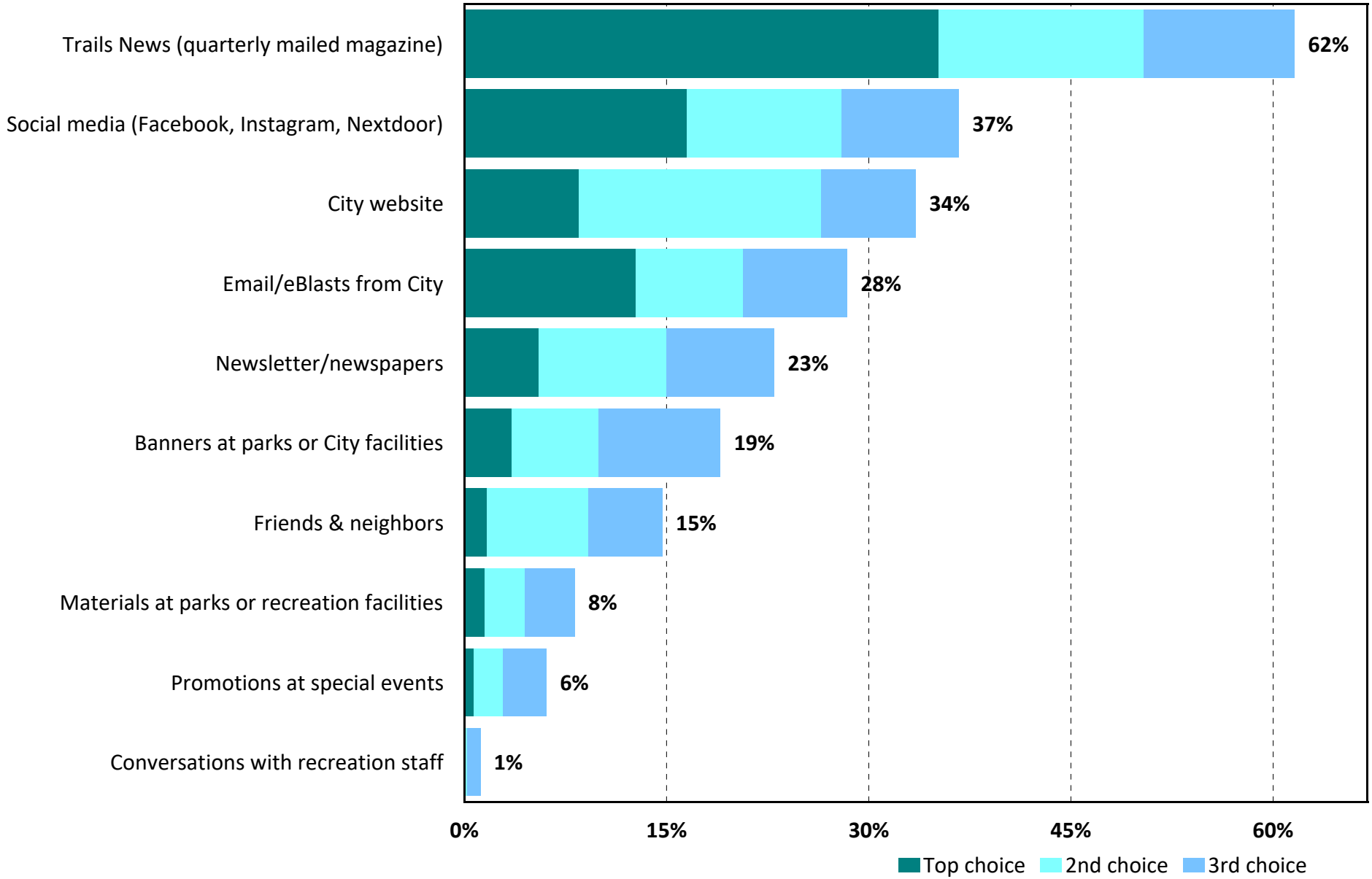
by percentage of respondents (multiple selections could be made)



ETC Institute (2022)

Q7. Most Preferred Sources for Learning About Recreation Programs and Events

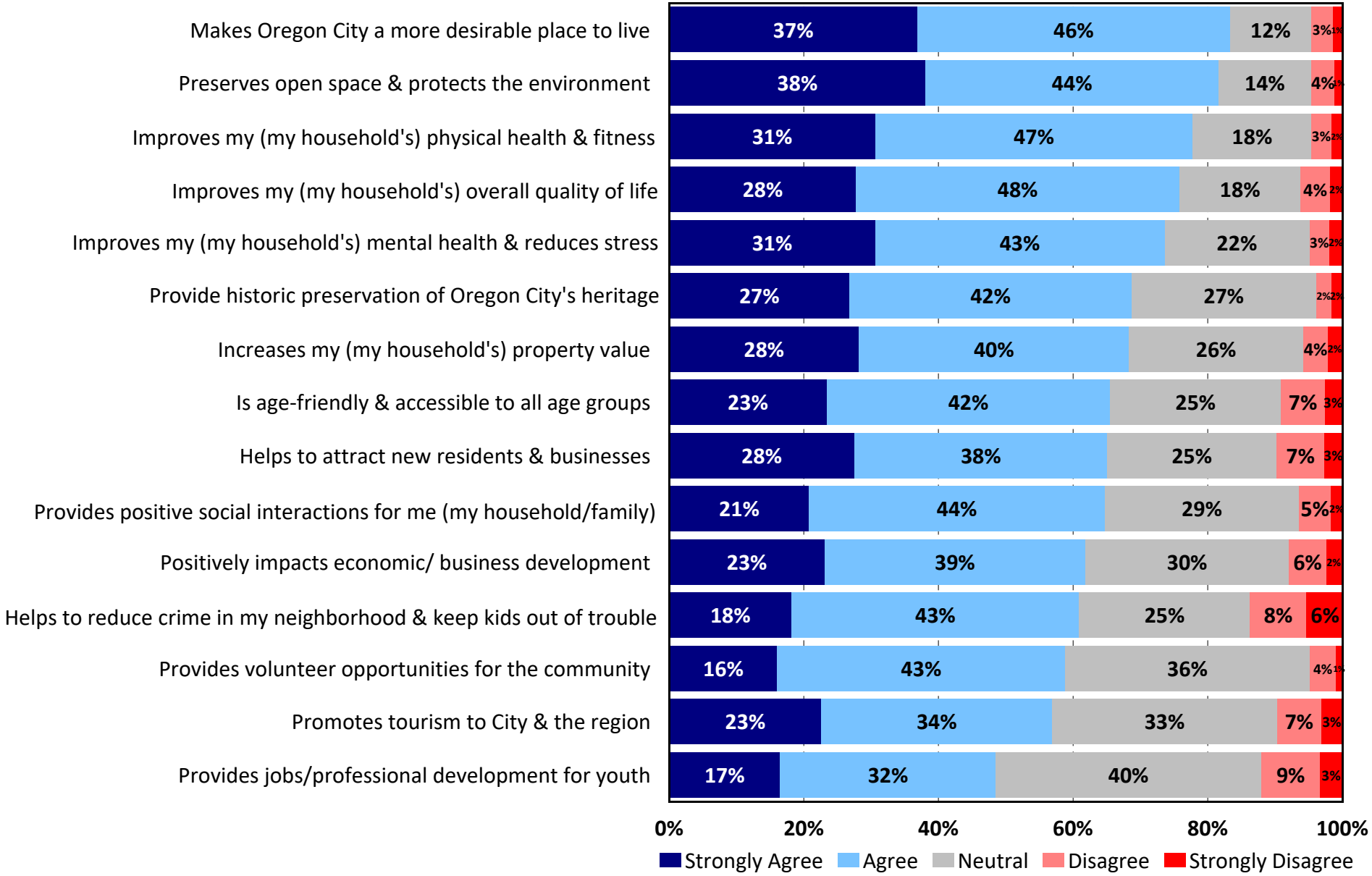
by percentage of respondents who selected the items as one of their top three choices



ETC Institute (2022)

Q8. Level of Agreement with Statements Regarding Benefits of Parks and Recreation Services

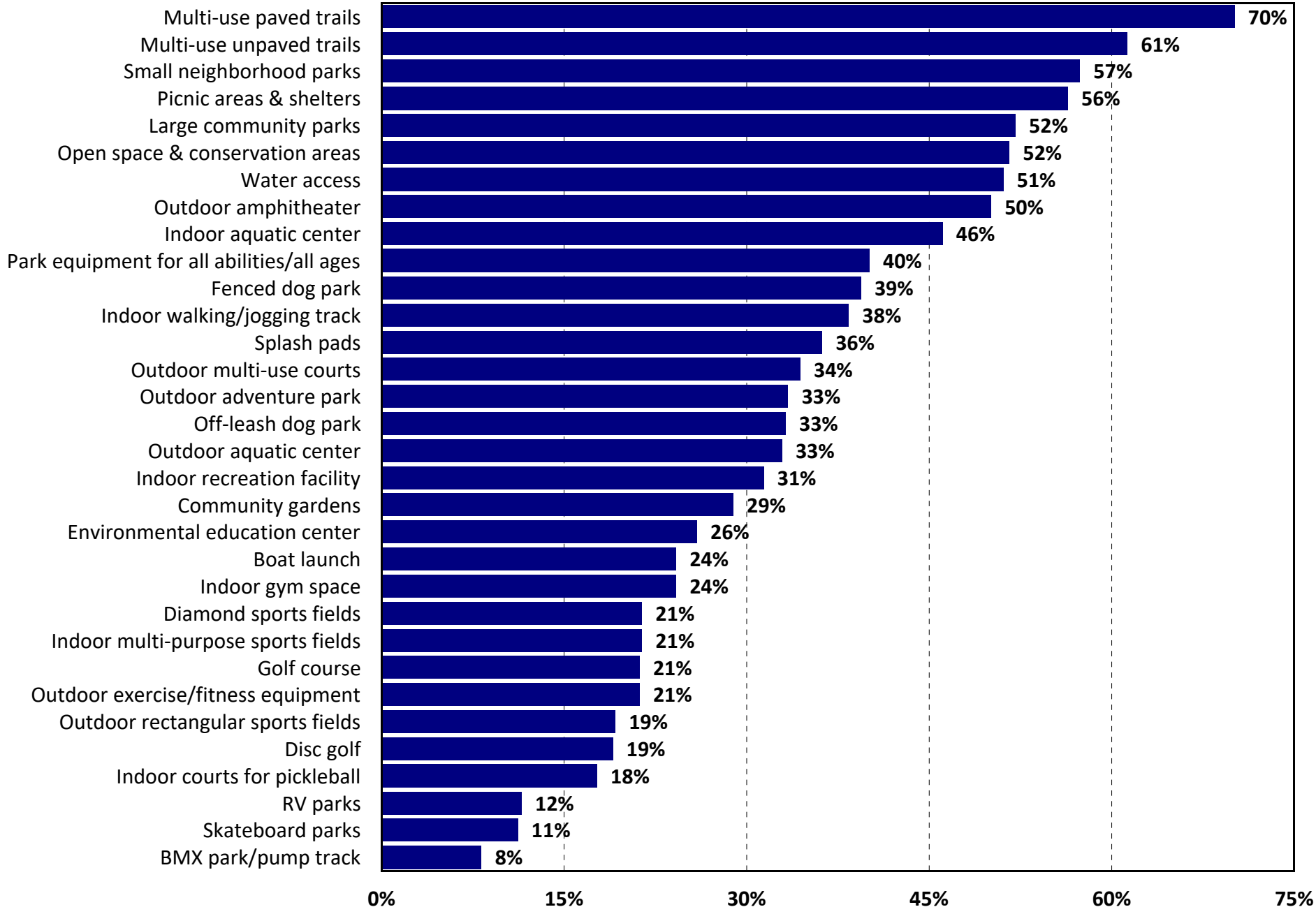
by percentage of respondents (excluding "don't know")



ETC Institute (2022)

Q9. Respondents With Need for Facility or Amenity

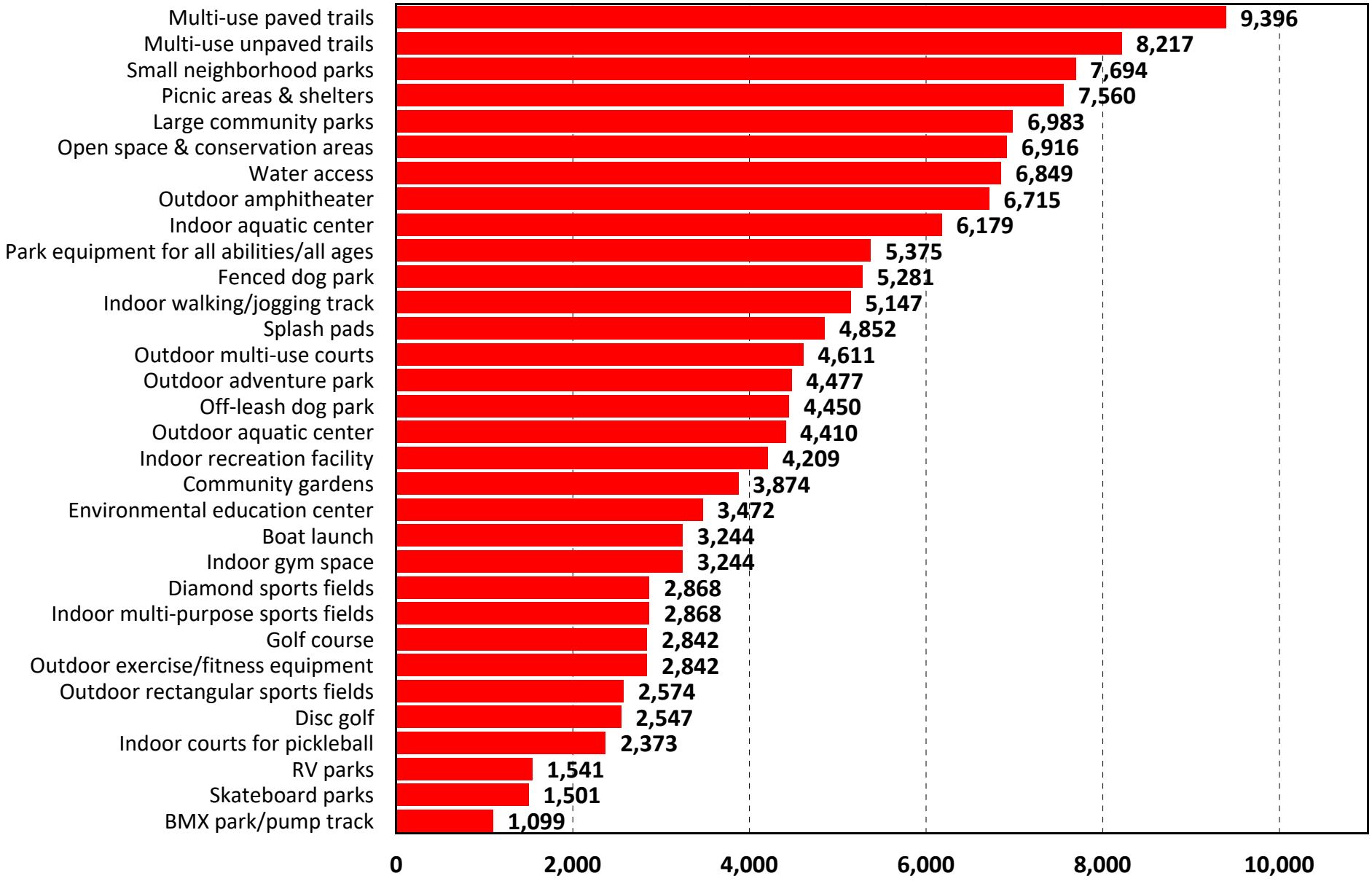
by percentage of respondents



ETC Institute (2022)

Q9a. Estimated Number of Households in Oregon City Who Have a Need for Facility/ Amenity

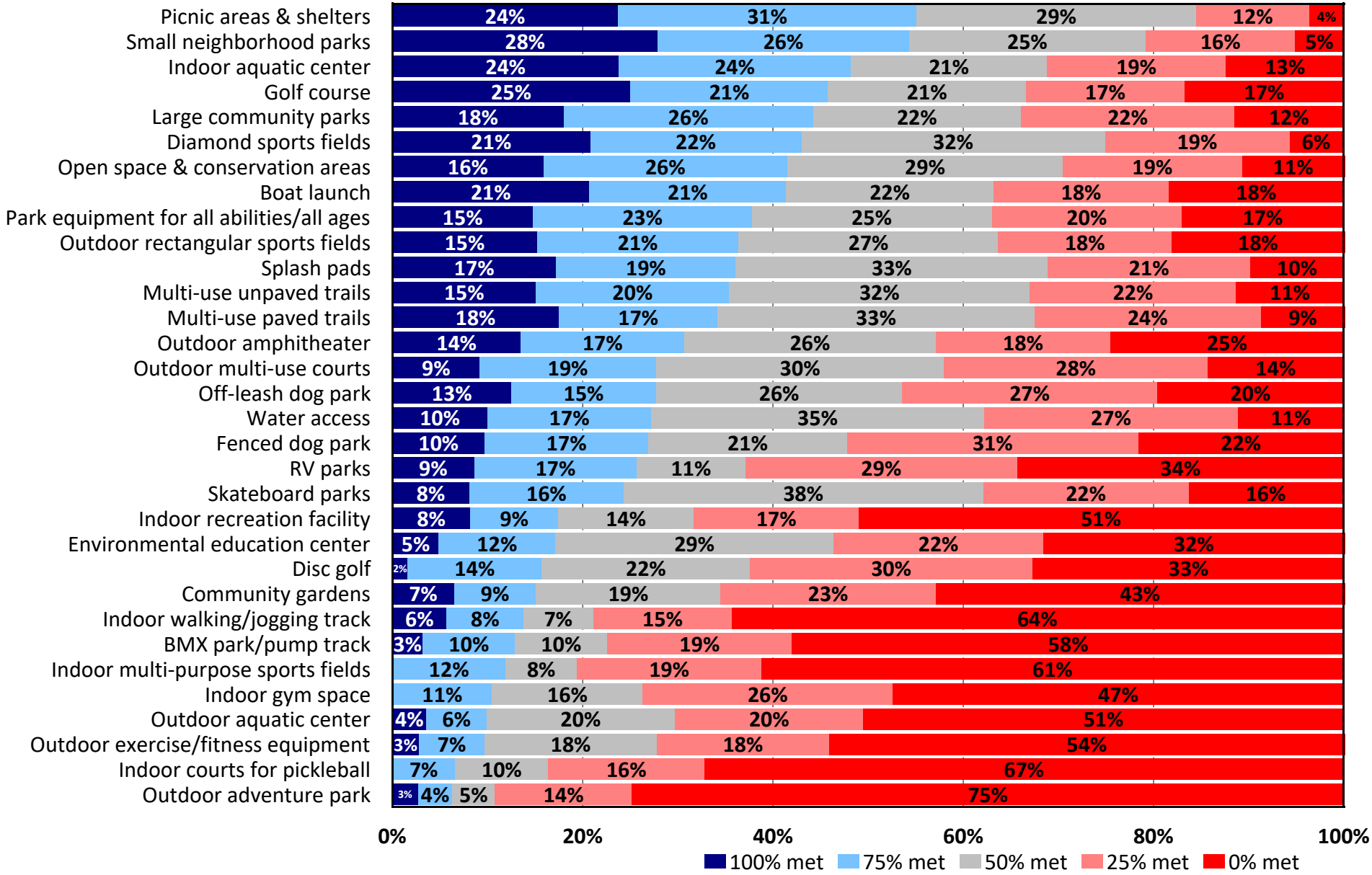
by number of households based on an estimated 13,404 households



ETC Institute (2022)

Q9b. How Well Households' Need For Facility / Amenity Is Currently Being Met

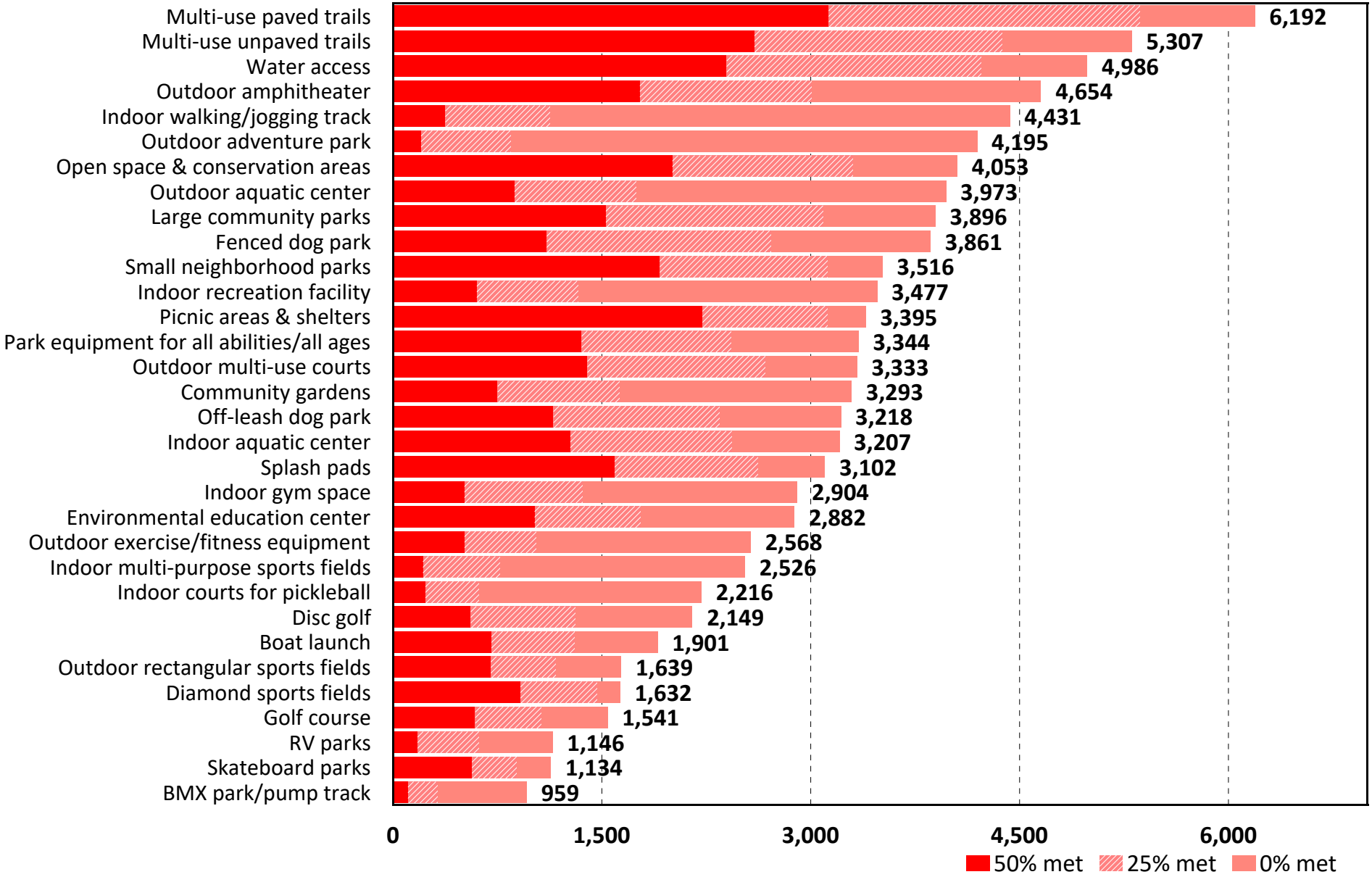
by percentage of respondents who answered "Yes" to Q9



ETC Institute (2022)

Q9c. Estimated Number of Households in Oregon City Whose Facility/ Amenity Need Is Met 50% or Less

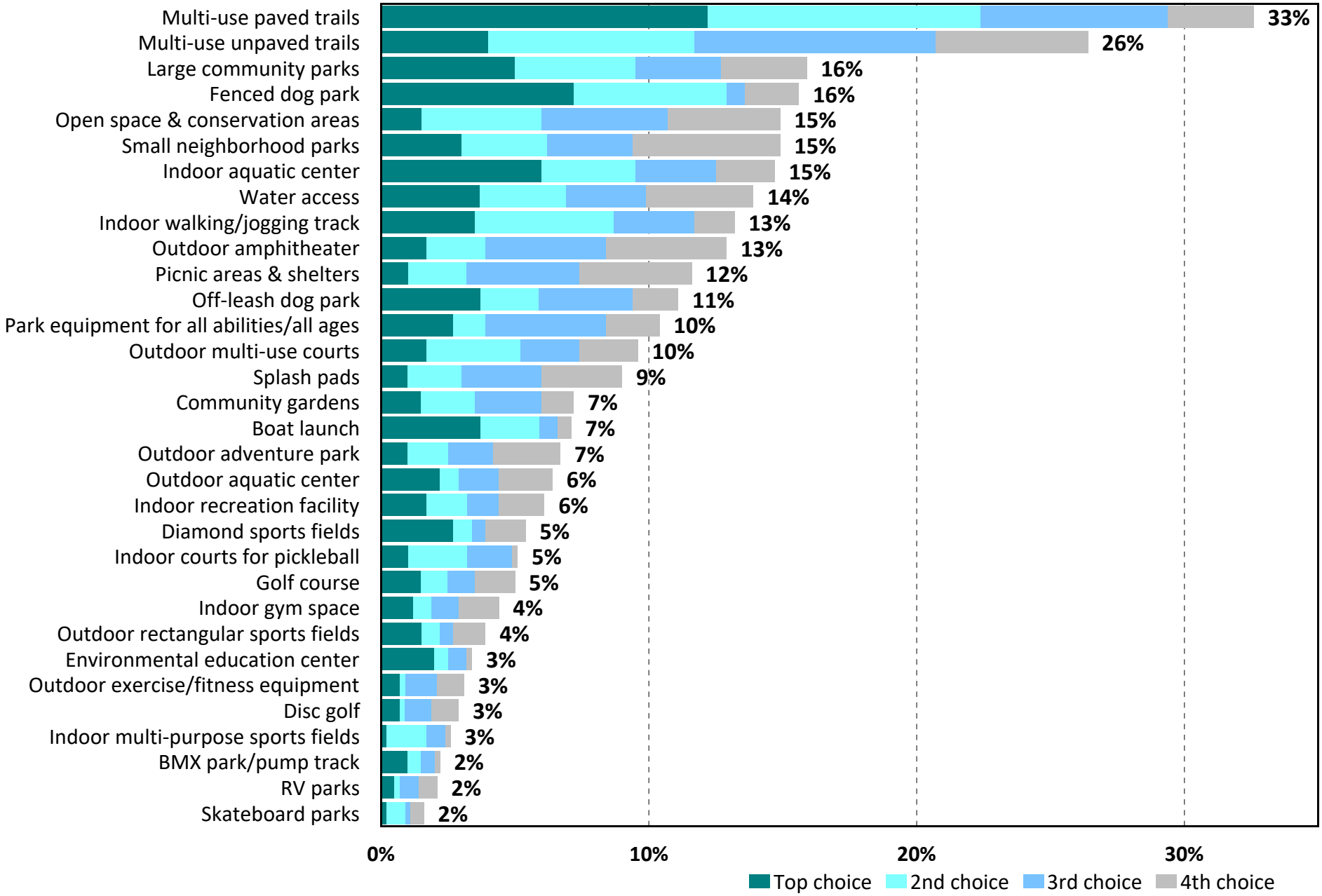
by number of households with need based on an estimated 13,404 Households



ETC Institute (2022)

Q10. Most Important Facility/Amenity to Households

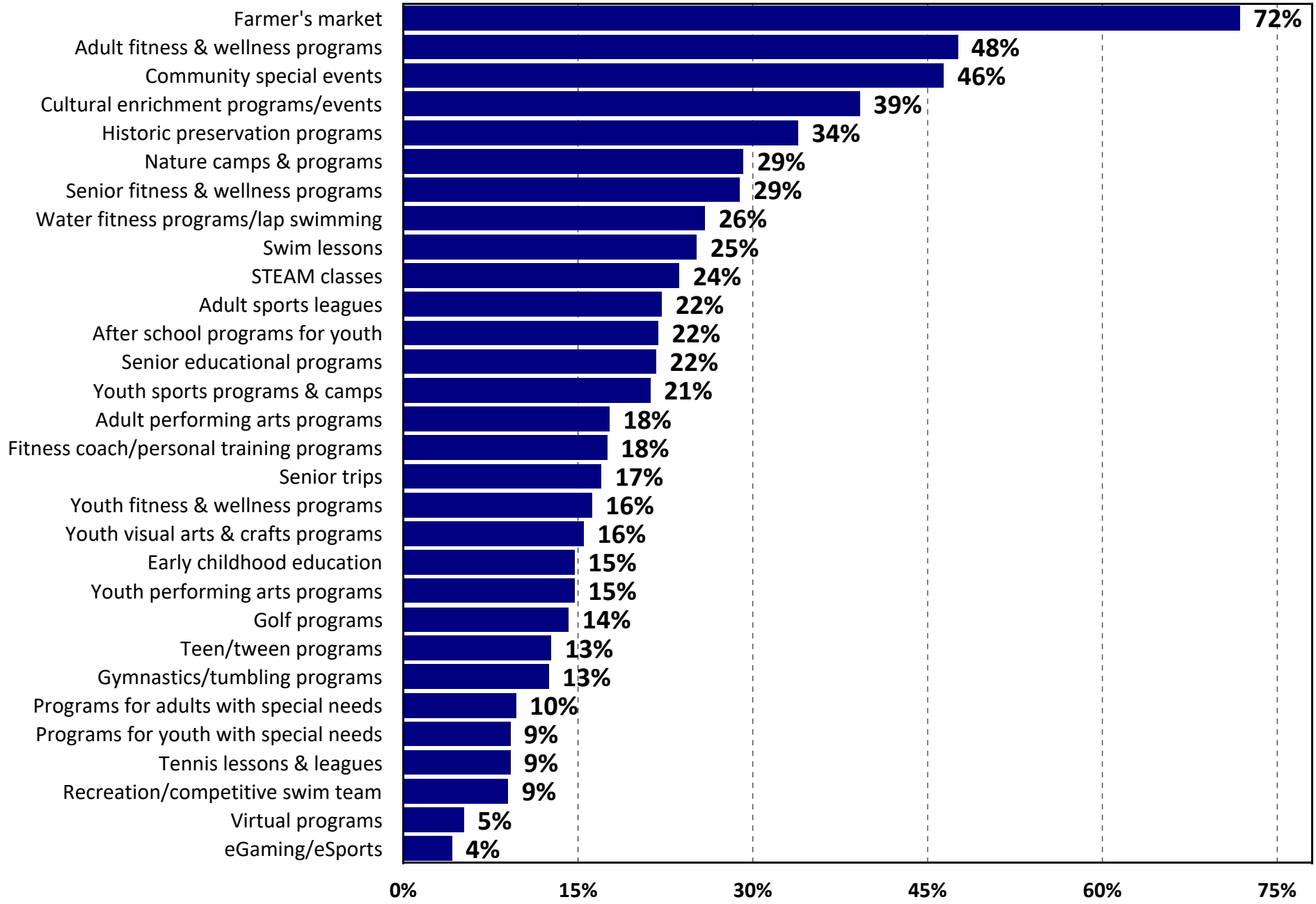
by percentage of respondents who selected the items as one of their top four choices



ETC Institute (2022)

Q11. Respondents With Need for Recreation Program

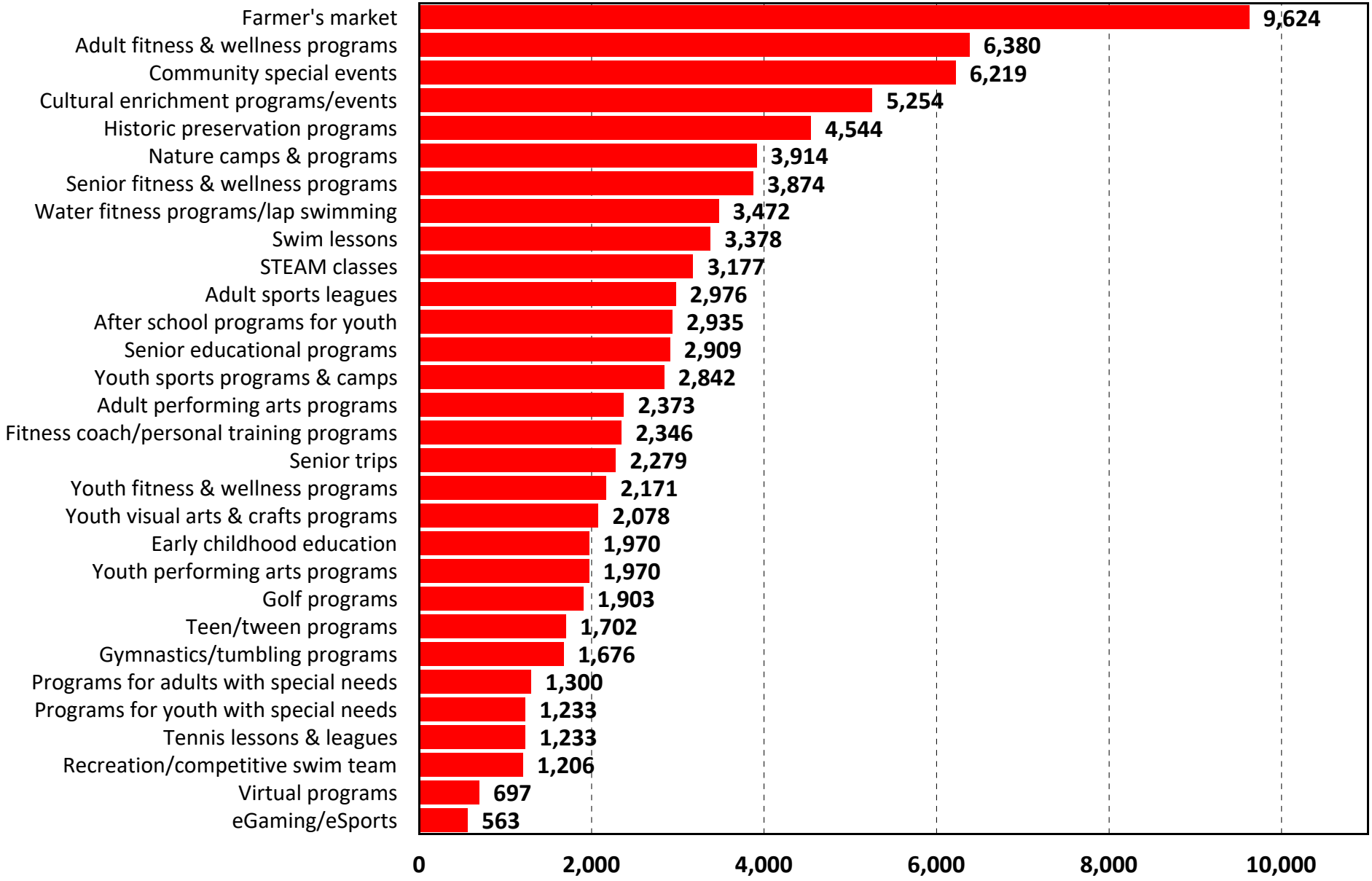
by percentage of respondents



ETC Institute (2022)

Q11a. Estimated Number of Households in Oregon City Who Have a Need for Recreation Program

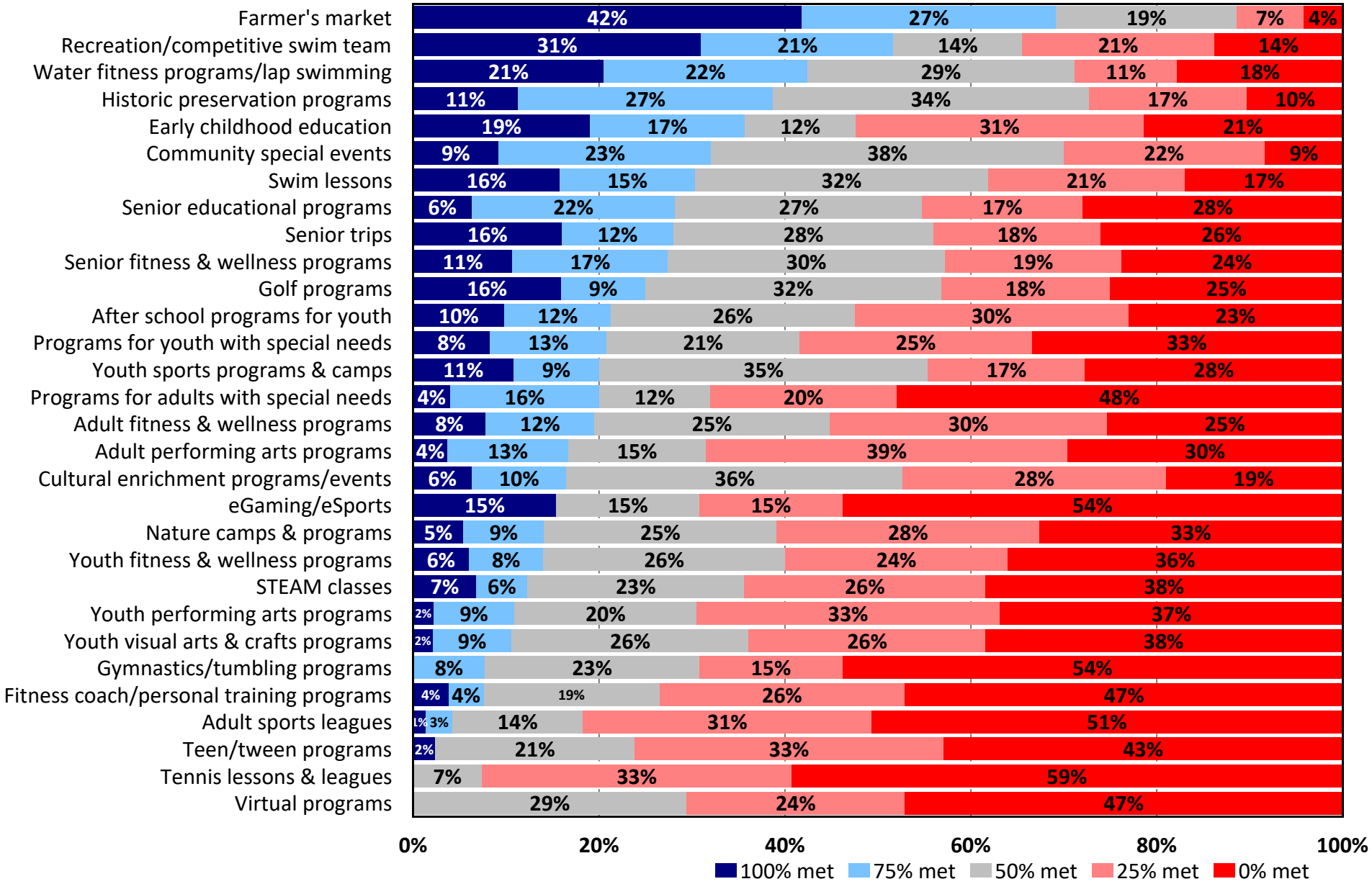
by number of households based on an estimated 13,404 households



ETC Institute (2022)

Q11b. How Well Households' Need For Recreation Program Is Currently Being Met

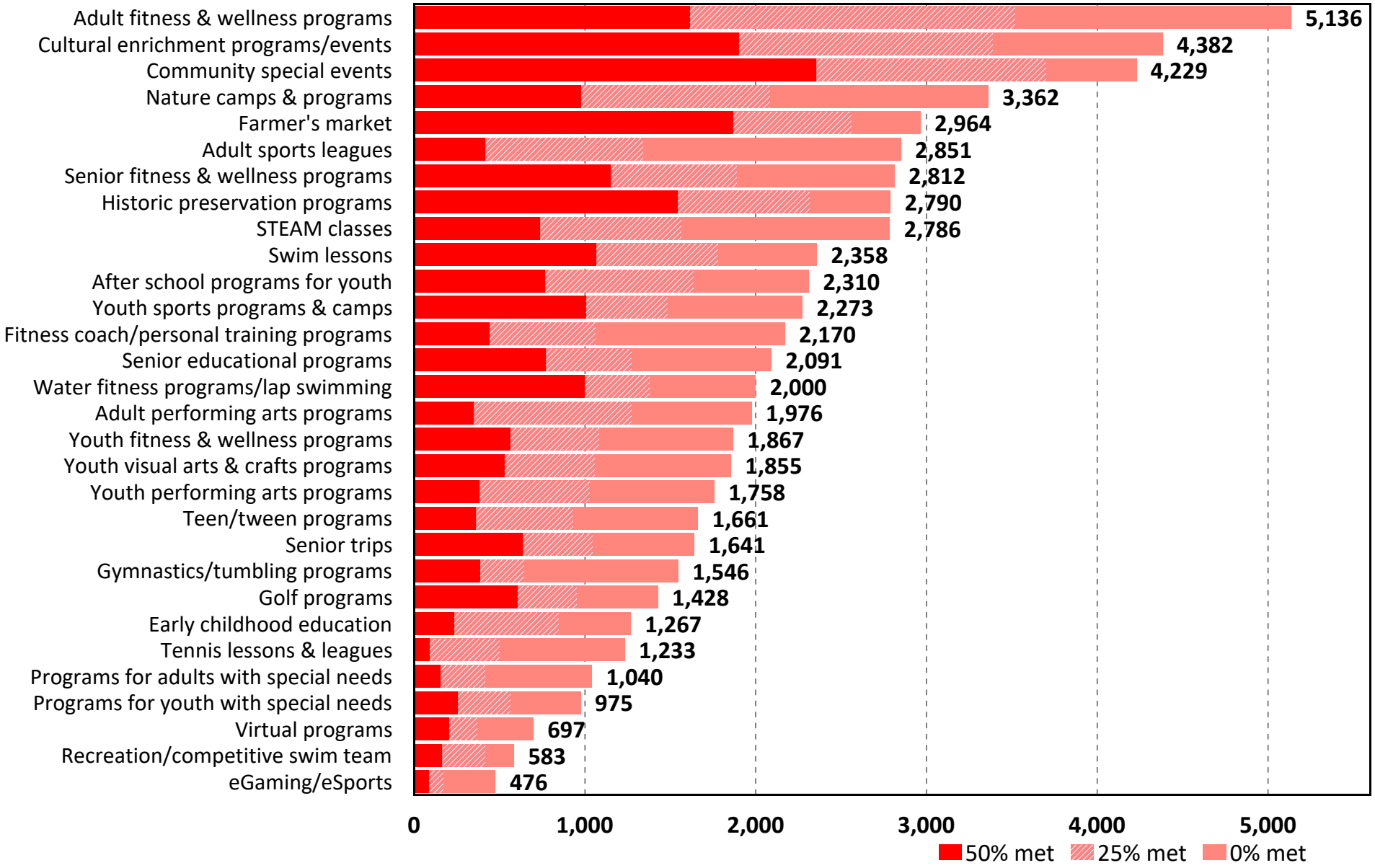
by percentage of respondents who answered "Yes" to Q11



ETC Institute (2022)

Q11c. Estimated Number of Households in Oregon City Whose Recreation Program Needs Are Met 50% or Less

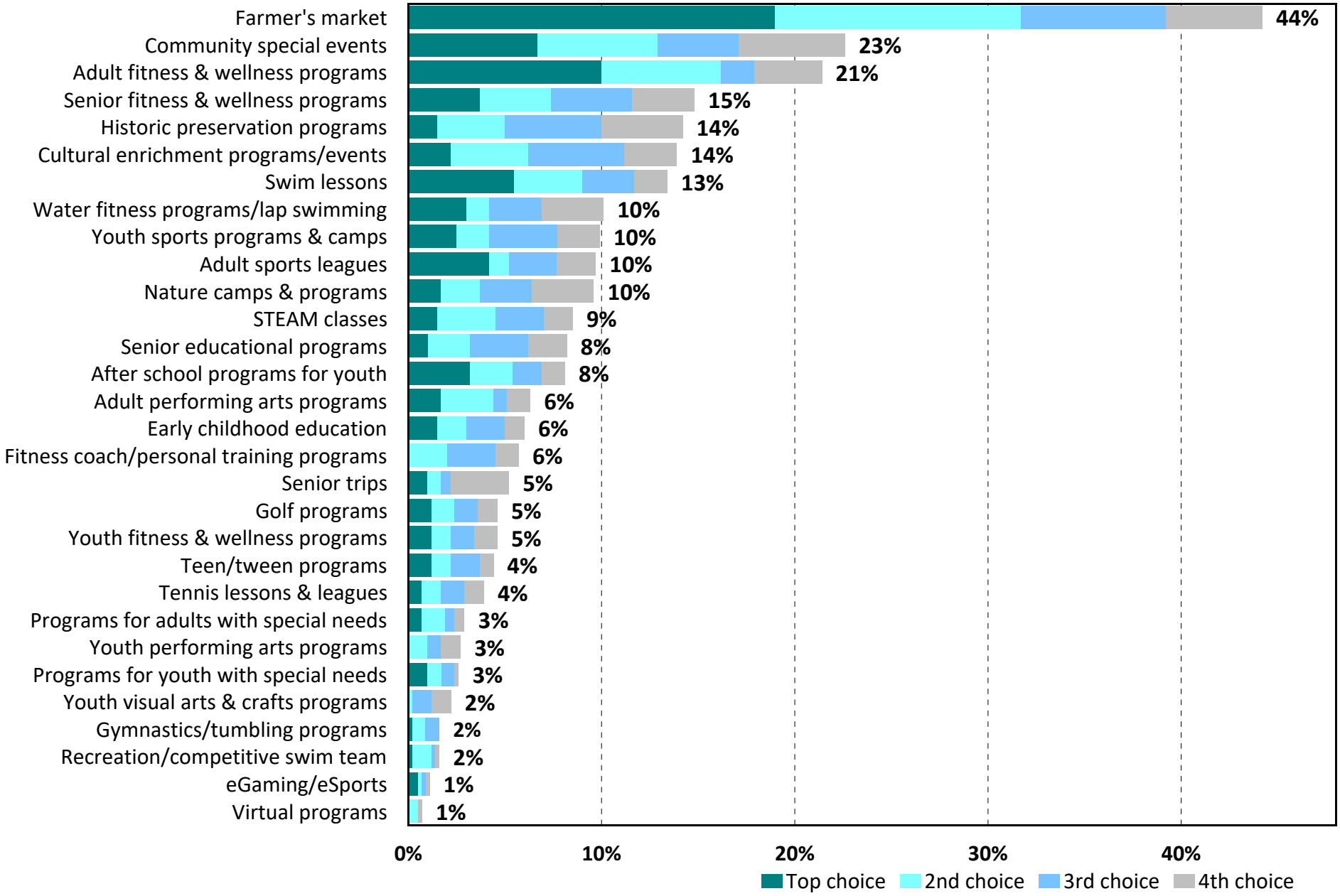
by number of households with need based on an estimated 13,404 households



ETC Institute (2022)

Q12. Most Important Recreation Program to Households

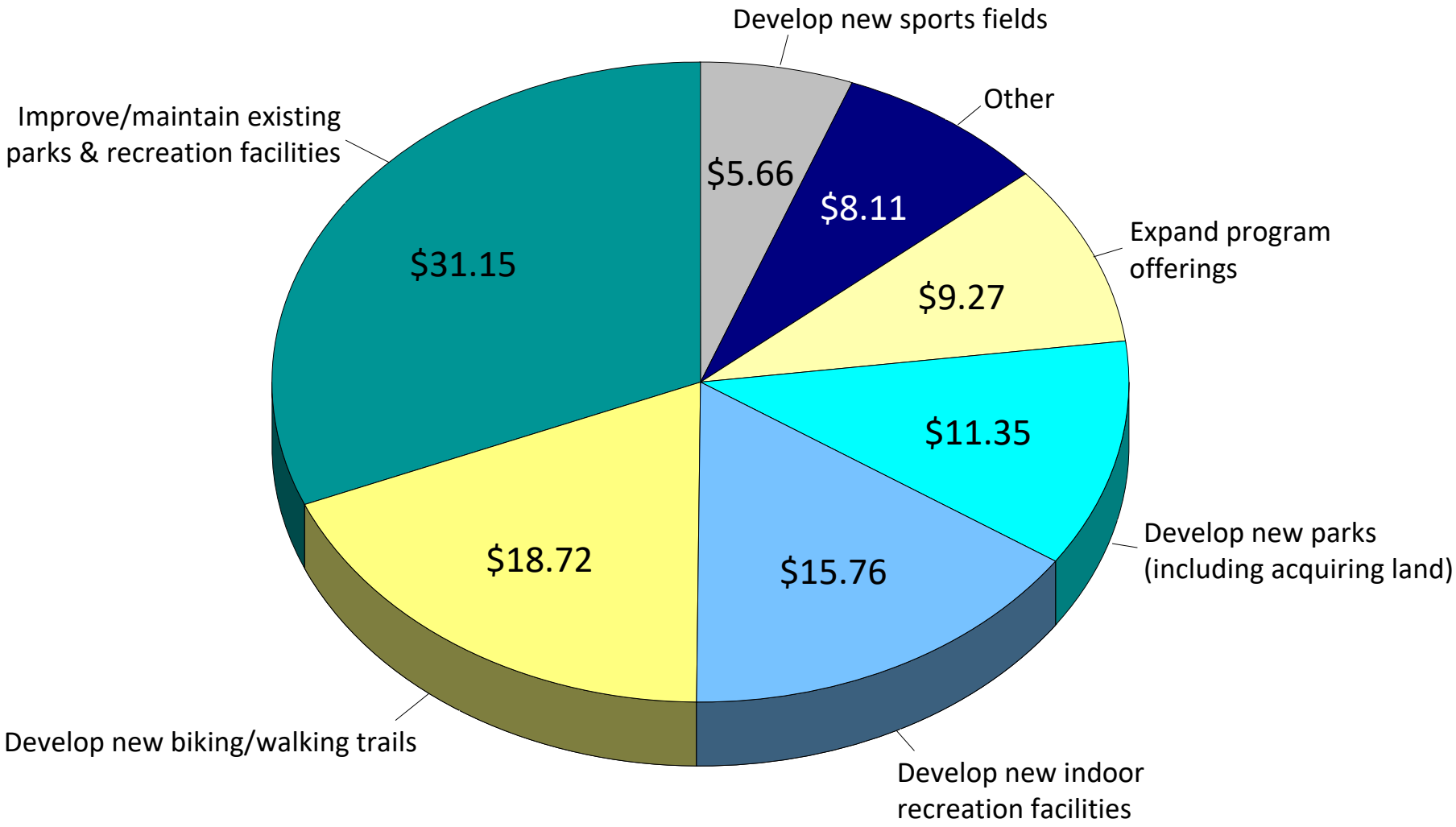
by percentage of respondents who selected the items as one of their top four choices



ETC Institute (2022)

Q13. With a Budget of $100, How Would Respondents Allocate Funds for Parks and Recreation?

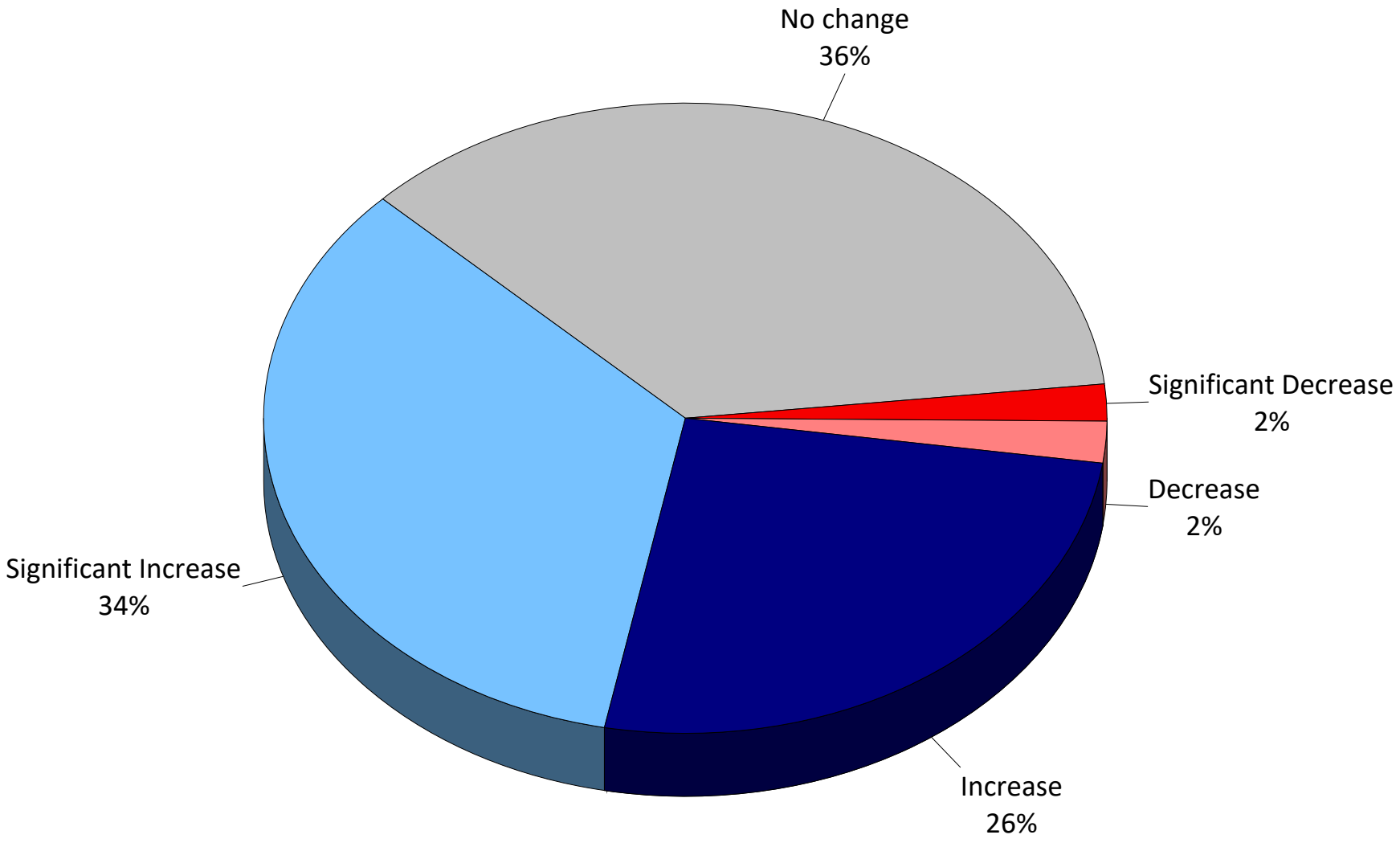
by average allocated per item



ETC Institute (2022)

Q14. Given the recent COVID-19 Pandemic, how has your and your household's perception of the value of parks, trails, open spaces and recreation changed?

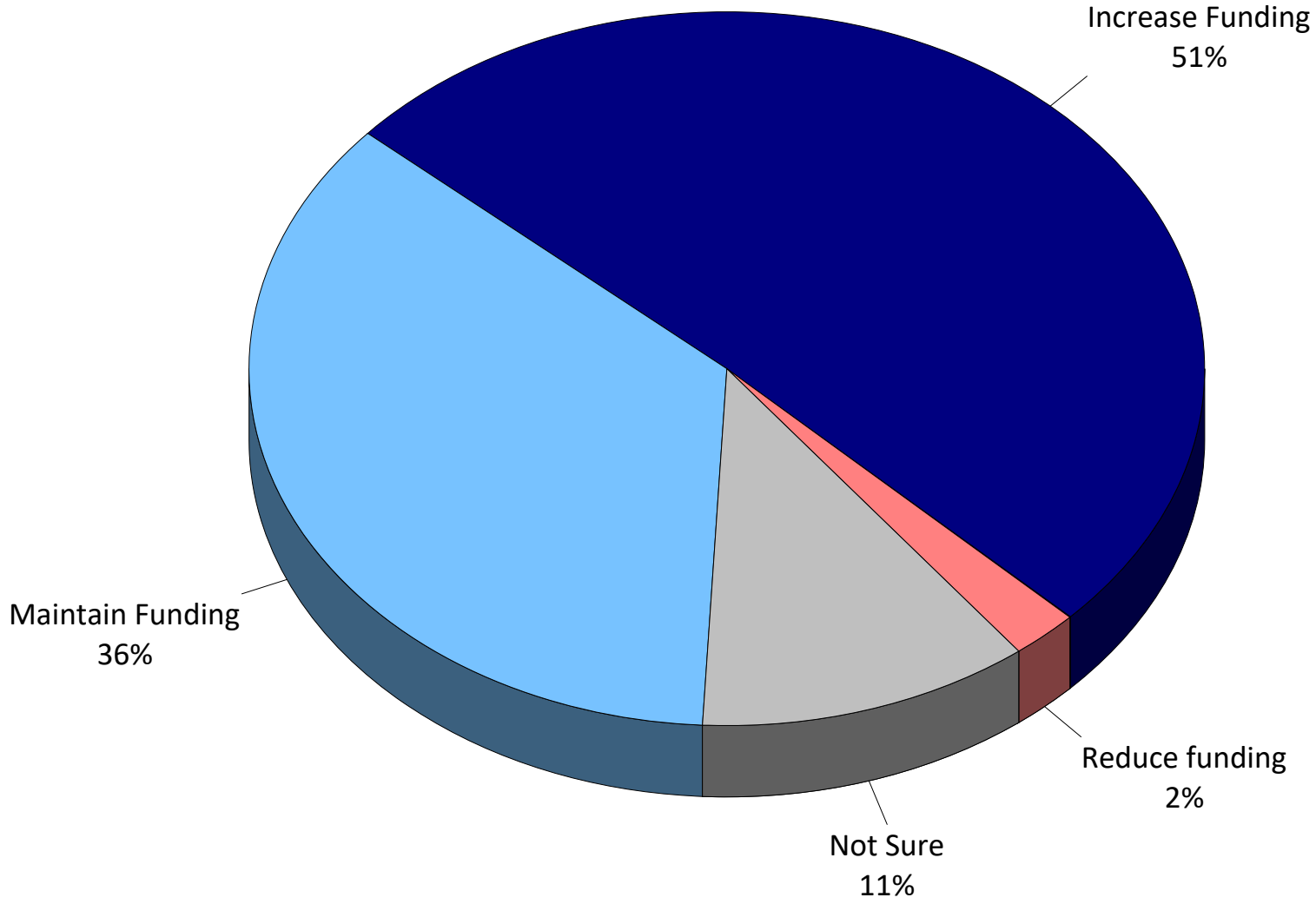
by percentage of respondents (excluding "not provided")



ETC Institute (2022)

Q15. Based on your perception of value in Question 14, how would you want the City of Oregon City to fund future parks, recreation, trails and open space needs?

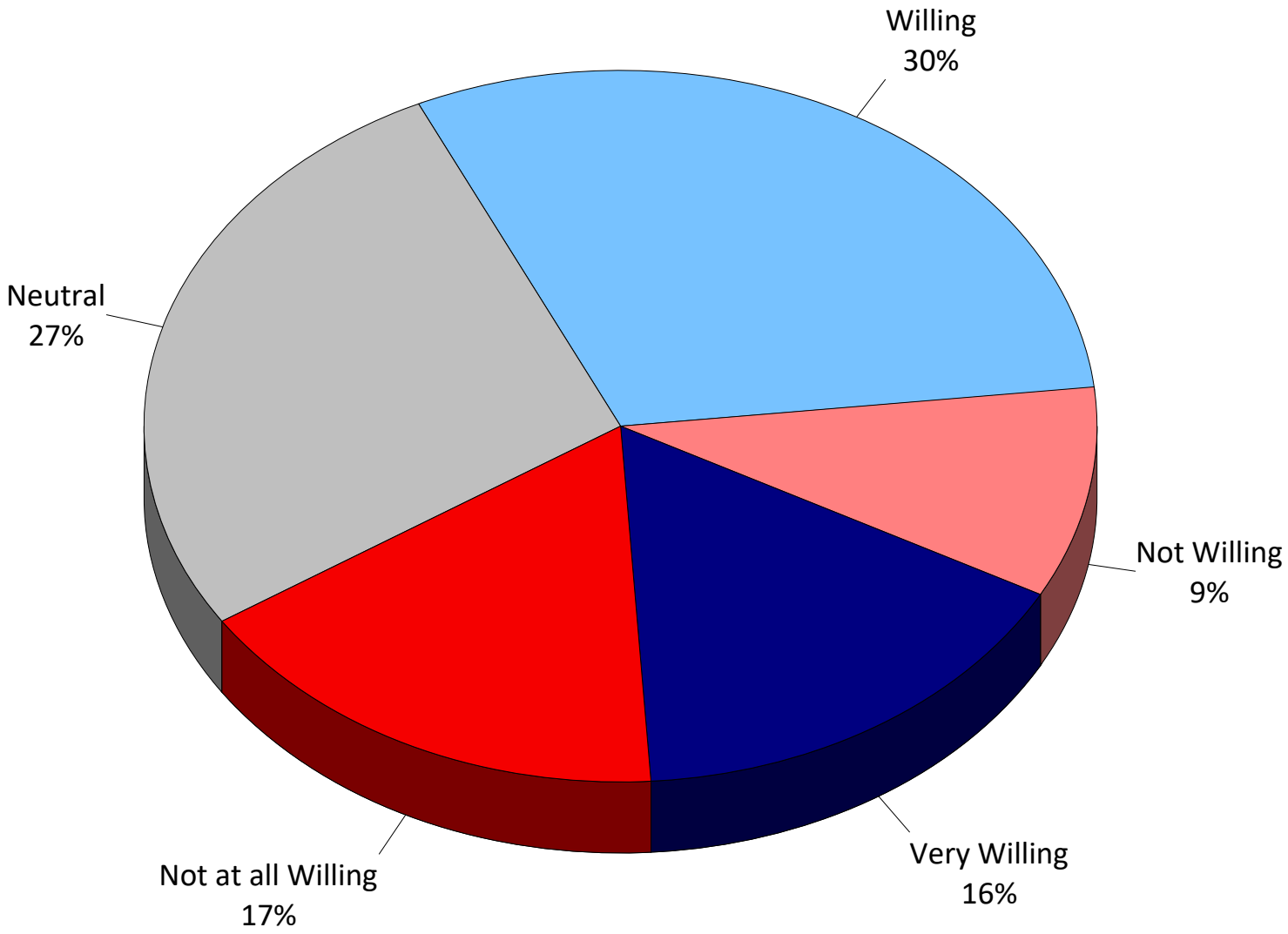
by percentage of respondents (excluding "not provided")



ETC Institute (2022)

Q16. How willing would you be to pay additional taxes or fees to acquire, develop, and maintain the types of parks, recreation, and trail facilities that are most important to your household?

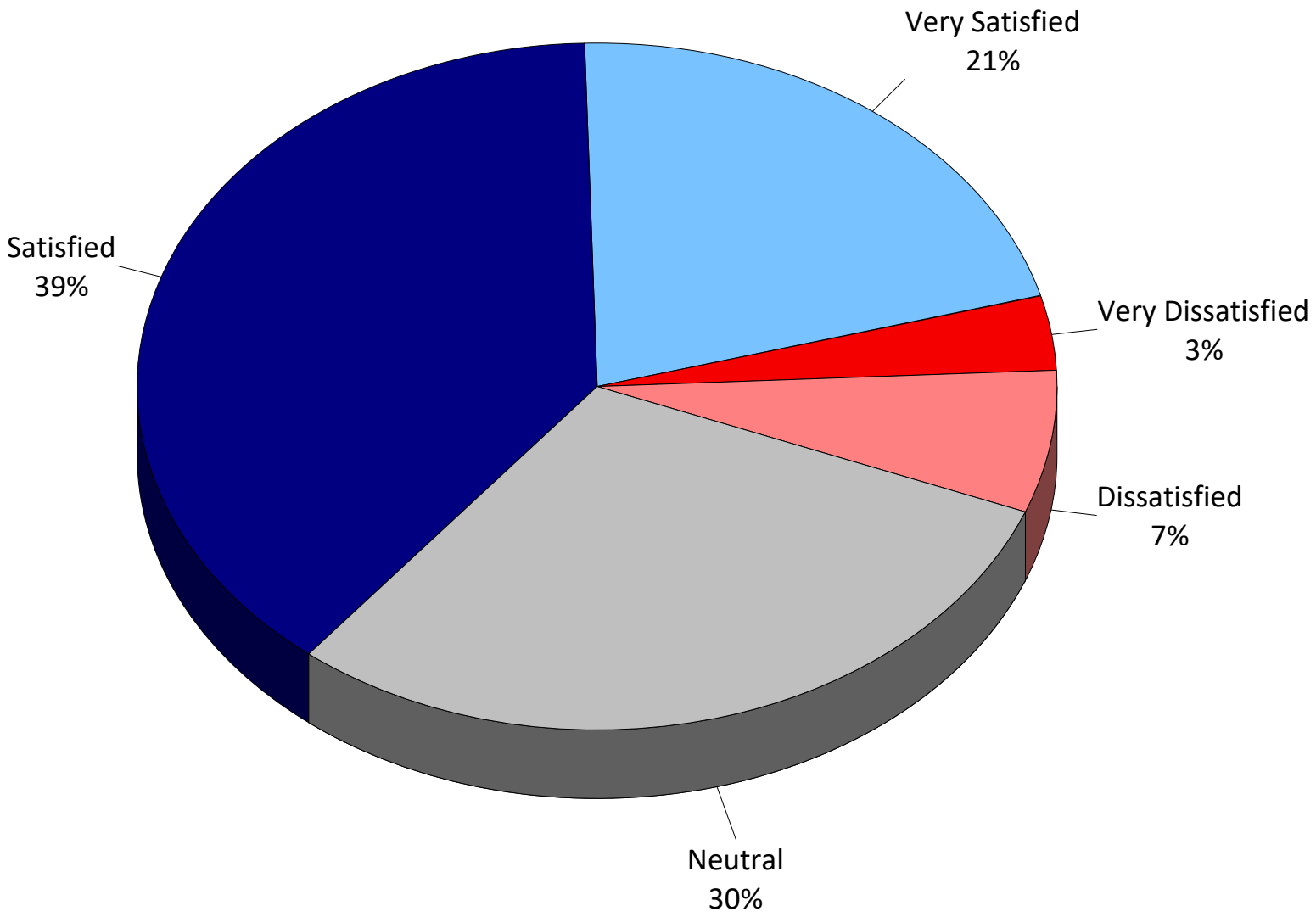
by percentage of respondents (excluding "don't know")



ETC Institute (2022)

Q17. Please rate your level of satisfaction with the overall value your household receives from Oregon City Parks and Recreation.

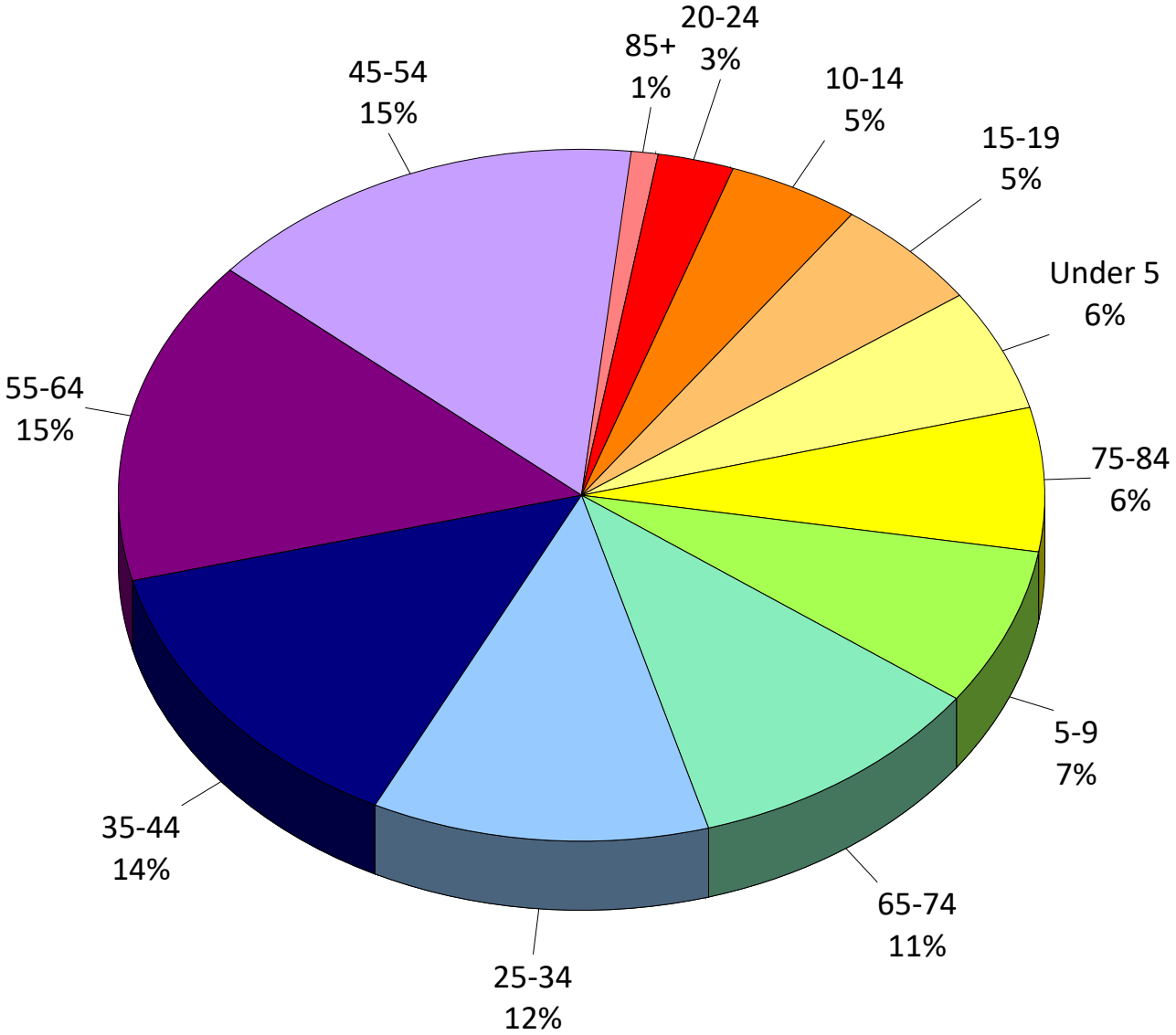
by percentage of respondents (excluding "don't know")



ETC Institute (2022)

Q18. Including yourself, how many people in your household are in the following age groups?

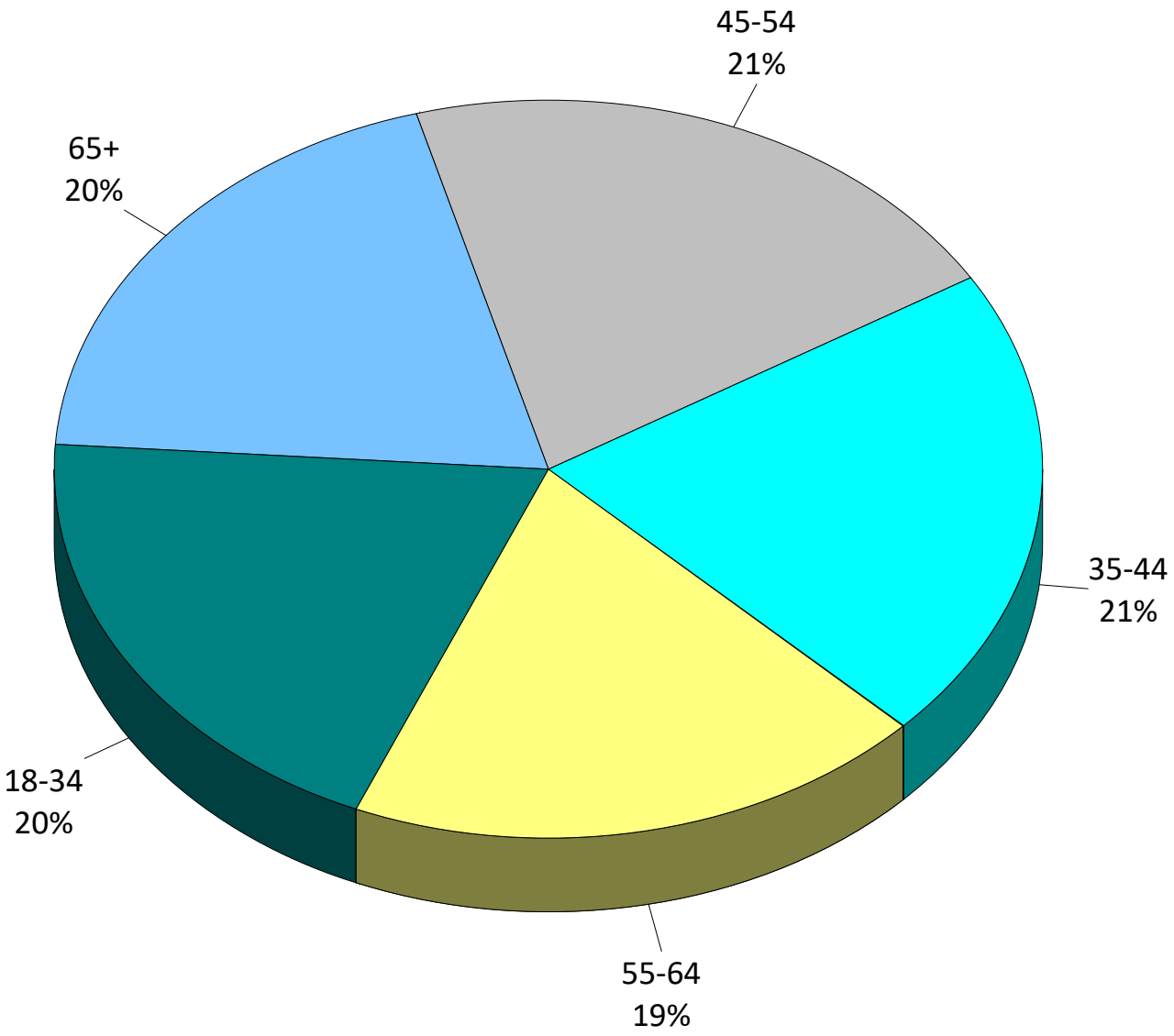
by percentage of persons in household



ETC Institute (2022)

Q19. Respondent Age

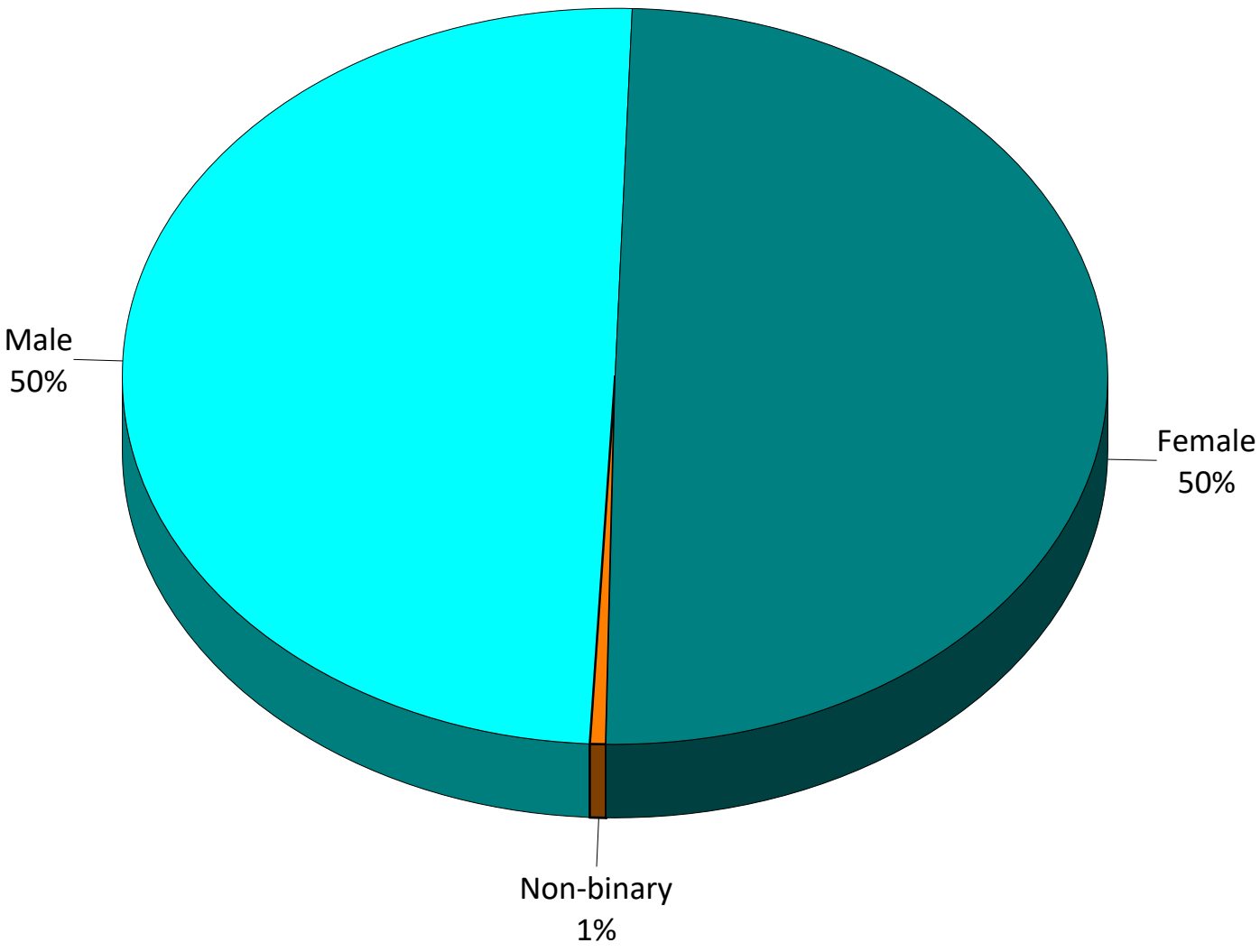
by percentage of respondents (excluding “not provided")



ETC Institute (2022)

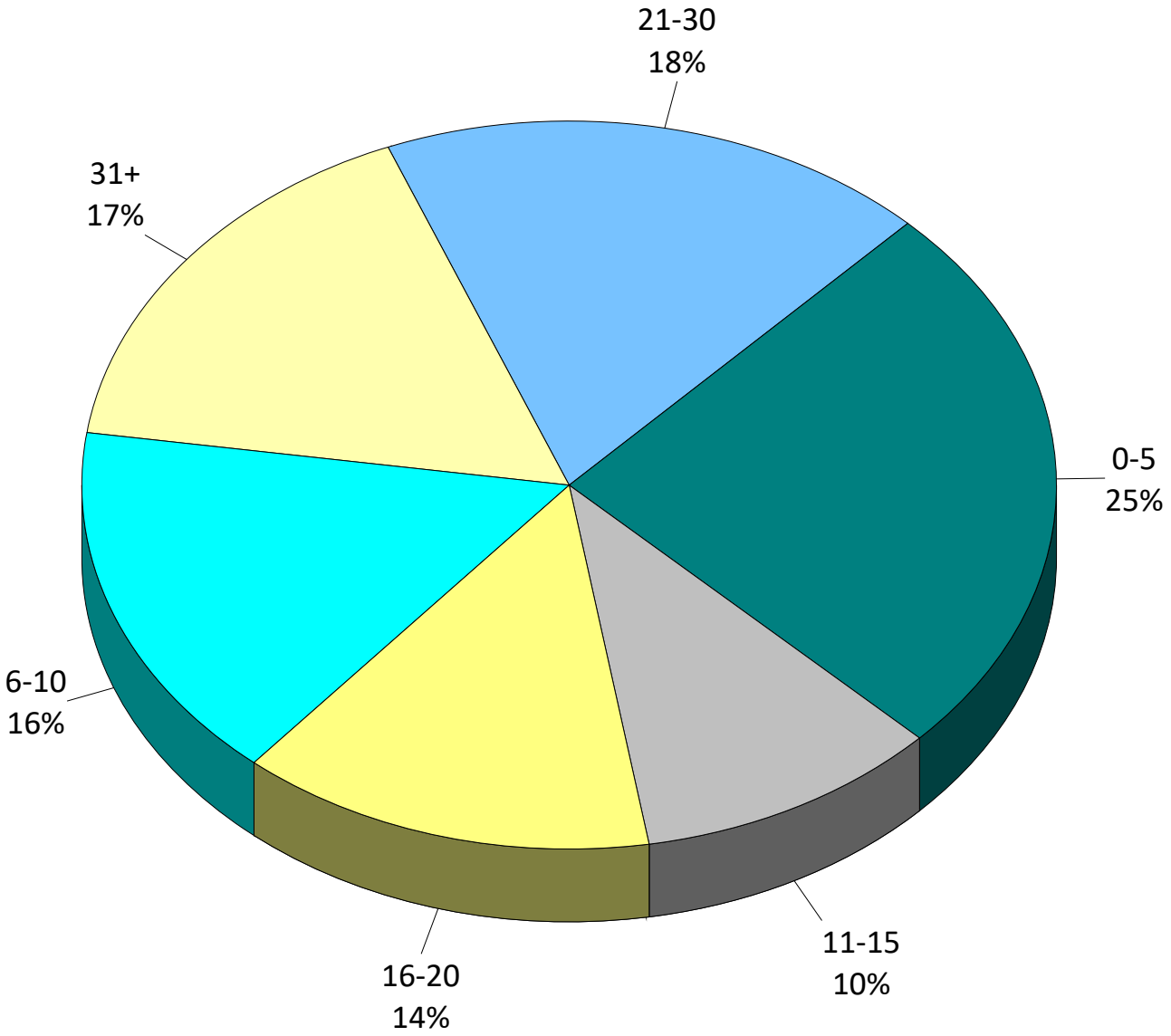
Q20. Your gender:

by percentage of respondents (excluding "prefer not to answer")



Q21. Years Lived in Oregon City

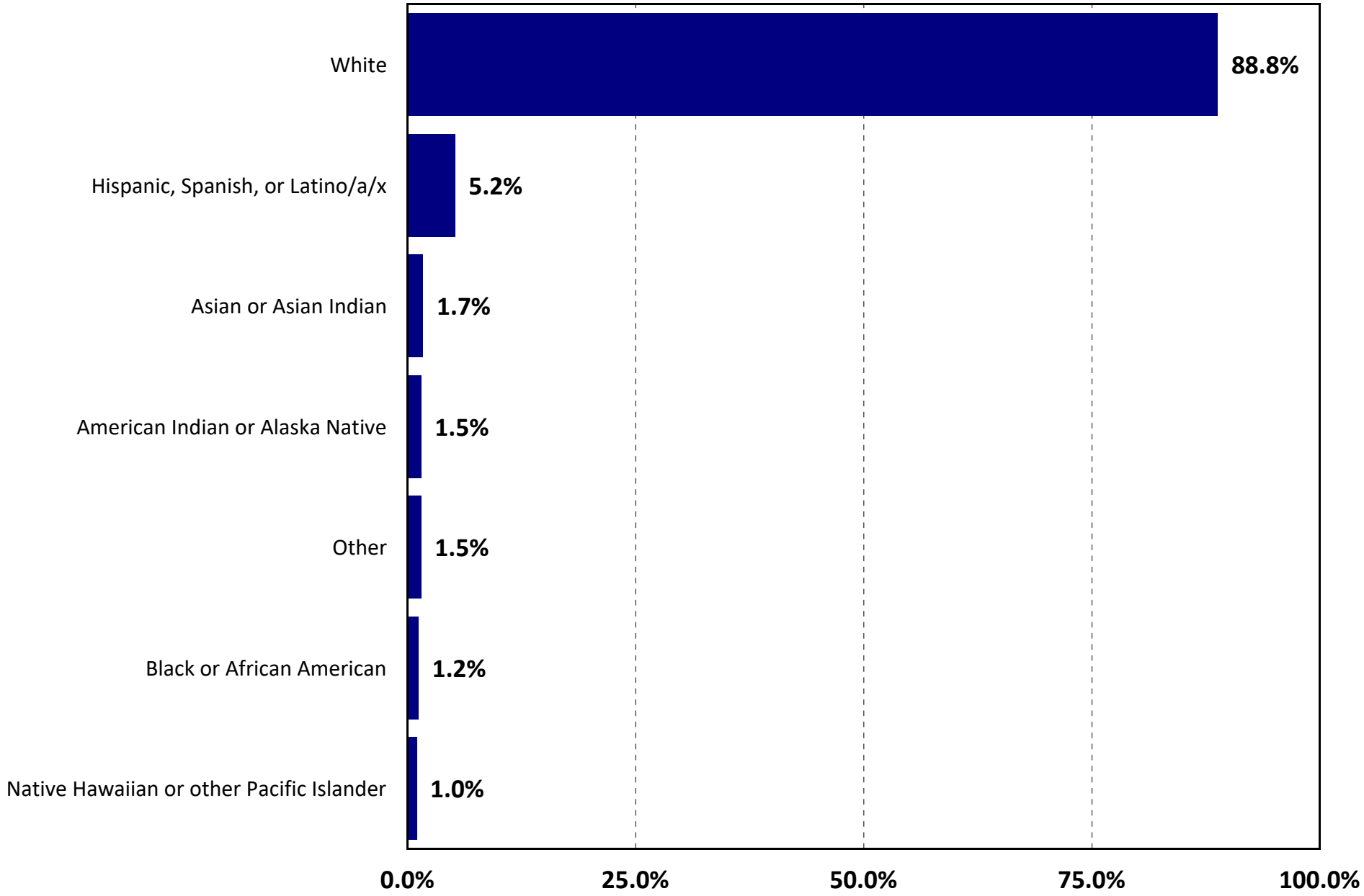
by percentage of respondents (excluding "not provided")



ETC Institute (2022)

Q22. Which of the following best describes your race/ethnicity?

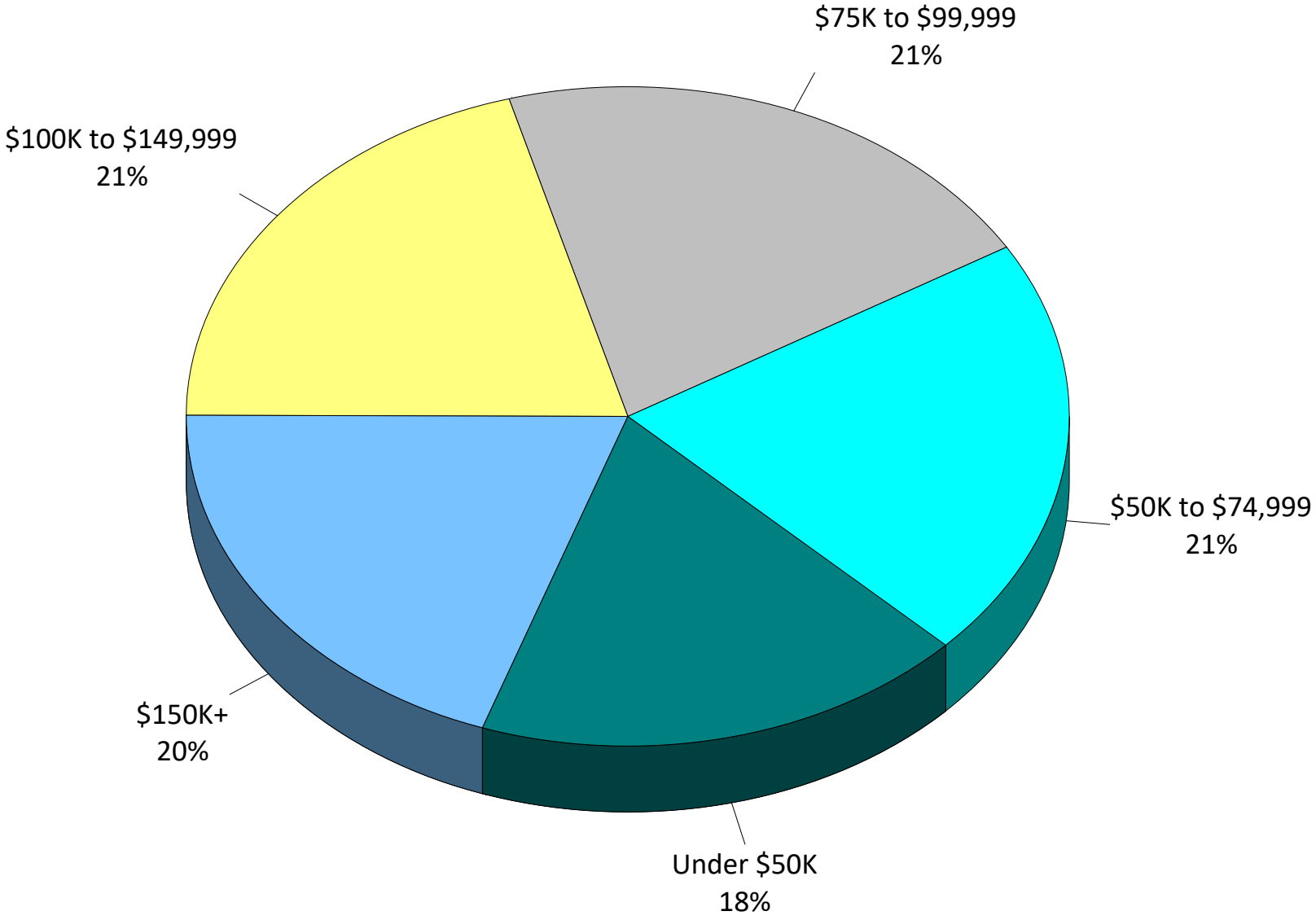
by percentage of respondents



ETC Institute (2022)

Q23. What is your annual household income?

by percentage of respondents (excluding "prefer not to respond")



ETC Institute (2022)

APPENDIX D: VOLUNTEER/PARTNERSHIP RECOMMENDED PRACTICES & RECOMMENDATIONS

RECOMMENDED PRACTICES IN VOLUNTEER MANAGEMENT

In developing a volunteer policy, some best practices that the Department should be aware of include:

- Involve volunteers in cross-training to expose them to various organizational functions and increase their skill. This can also increase their utility, allowing for more flexibility in making work assignments, and can increase their appreciation and understanding of the Department.
- Ensure a Volunteer Coordinator (a designated program staff member with volunteer management responsibility) and associated staff stay fully informed about the strategic direction of the agency overall, including strategic initiatives for all divisions. Periodically identify, evaluate, or revise specific tactics the volunteer services program should undertake to support the larger organizational mission.
- A key part of maintaining the desirability of volunteerism in the agency is developing a good reward and recognition system. The consultant team recommends using tactics similar to those found in frequent flier programs, wherein volunteers can use their volunteer hours to obtain early registration at programs, or discounted pricing at certain programs, rentals or events, or any other City function. Identify and summarize volunteer recognition policies in a Volunteer Policy document. The Department should ensure that it is compliant with State Board of Accounts' requirements as the volunteer program and recognition is developed.
- Create and then regularly review and update volunteer position descriptions, as needed. Include an overview of the volunteer position lifecycle in the Volunteer Manual, including the procedure for creating a new position. Develop volunteer manual or use a credible organization's volunteer program, specializing in volunteer management to build the Department's volunteer program.
- Add end-of-lifecycle process steps to the Volunteer Manual to ensure that there is formal documentation of resignation or termination of volunteers. Also include ways to monitor and track reasons for resignation/termination and perform exit interviews with outgoing volunteers when able.

In addition to number of volunteers and volunteer hours, categorization and tracking volunteerism by type and extent of work, is important:

- **Regular volunteers:** Those volunteers whose work is continuous, provided their work performance is satisfactory and there is a continuing need for their services.
- **Special event volunteers:** Volunteers who help with a particular event with no expectation that they will return after the event is complete.
- **Episodic volunteers:** Volunteers who help with a particular project type on a recurring or irregular basis with no expectation that they will return for other duties.
- **Volunteer interns:** Volunteers who have committed to work for the agency to fulfill a specific higher-level educational learning requirement.
- **Community service volunteers:** Volunteers who are volunteering over a specified period to fulfill a community service requirement.
- The full list of NRPA Recommended Guidelines for Credentialing Volunteers can be found here.

The Department should encourage employees to volunteer in the community. Exposure of staff to the community in different roles (including those not related to parks and recreation) will raise awareness

of the agency and its volunteer program. It also helps staff understand the role and expectations of a volunteer if they can experience it for themselves.

RECOMMENDED PRACTICE FOR ALL PARTNERSHIPS

All partnerships developed and maintained by the Department should adhere to common policy requirements. These include:

- Each partner will meet with or report to the Department staff on a regular basis to plan and share activity-based costs and equity invested.
- Partners will establish measurable outcomes and work through key issues to focus on for the coming year to meet the desired outcomes.
- Each partner will focus on meeting a balance of equity agreed to and track investment costs accordingly.
- Measurable outcomes will be reviewed quarterly and shared with each partner, with adjustments made as needed.
- A working partnership agreement will be developed and monitored together on a quarterly or as-needed basis.
- Each partner will assign a liaison to serve each partnership agency for communication and planning purposes.

POLICY RECOMMENDATIONS FOR PUBLIC/PRIVATE PARTNERSHIPS

The recommended policies and practices for public/private partnerships that may include businesses, private groups, private associations, or individuals who desire to make a profit from use of the Department's facilities or programs are detailed below. These can also apply to partnerships where a private party wishes to develop a facility on park property, to provide a service on publicly owned property, or who has a contract with the agency to provide a task or service on the agency's behalf at public facilities. These unique partnership principles are as follows:

- Upon entering into an agreement with a private business, group, association or individual, the Department staff and political leadership must recognize that they must allow the private entity to meet their financial objectives within reasonable parameters that protect the mission, goals and integrity of the Department.
- As an outcome of the partnership, the Department must receive a designated fee that may include a percentage of gross revenue dollars less sales tax on a regular basis, as outlined in the contract agreement.
- The working agreement of the partnership must establish a set of measurable outcomes to be achieved, as well as the tracking method of how those outcomes will be monitored by the agency. The outcomes will include standards of quality, financial reports, customer satisfaction, payments to the agency, and overall coordination with the Department for the services rendered.
- Depending on the level of investment made by the private contractor, the partnership agreement can be limited to months, a year or multiple years.
- If applicable, the private contractor will provide a working management plan annually that they will follow to ensure the outcomes desired by the Department. The management plan can and will be negotiated, if necessary. Monitoring the management plan will be the responsibility of both partners. The agency must allow the contractor to operate freely in their best interest, as long as the outcomes are achieved, and the terms of the partnership agreement are adhered to.

- The private contractor cannot lobby agency advisory or governing boards for renewal of a contract. Any such action will be cause for termination. All negotiations must be with the Department Director or their designee.
- The agency has the right to advertise for private contracted partnership services or negotiate on an individual basis with a bid process based on the professional level of the service to be provided.
- If conflicts arise between both partners, the highest-ranking officers from both sides will try to resolve the issue before going to each partner's legal counsel. If none can be achieved, the partnership shall be dissolved.

PARTNERSHIP OPPORTUNITIES

The Department currently has a strong network of recreation program partners. Therefore, the following recommendations are both an overview of existing partnership opportunities available to the Department, as well as a suggested approach to organizing partnership pursuits. This is not an exhaustive list of all potential partnerships that can be developed, but this list can be used as a reference tool for the agency to develop its own priorities in partnership development. The following five areas of focus are recommended:

1. **Operational Partners:** Other entities and organizations that can support the efforts of the Department to maintain facilities and assets, promote amenities and park usage, support site needs, provide programs and events, and/or maintain the integrity of natural/cultural resources through in-kind labor, equipment, or materials.
2. **Vendor Partners:** Service providers and/or contractors that can gain brand association and notoriety as a preferred vendor or supporter of the City or Department in exchange for reduced rates, services, or some other agreed upon benefit.
3. **Service Partners:** Nonprofit organizations and/or friends' groups that support the efforts of the agency to provide programs and events, and/or serve specific constituents in the community collaboratively.
4. **Co-Branding Partners:** Private, for-profit organizations that can gain brand association and notoriety as a supporter of the Department in exchange for sponsorship or co-branded programs, events, marketing and promotional campaigns, and/or advertising opportunities.
5. **Resource Development Partners:** A private, nonprofit organization with the primary purpose to leverage private sector resources, grants, other public funding opportunities, and resources from individuals and groups within the community to support the goals and objectives of the agency on mutually agreed strategic initiatives.

APPENDIX E: PROGRAM CLASSIFICATION

Core Program Area - Legend		
Aquatics	Arts & Music	Community Services
Cultural & Enrichment	Educational	Events
Fitness		
Socialization		

Classifications		
Essential		
Health & Wellness Events	Water Safety Classes	Swim Lessons
Lifeguard Certification	SHIBA	Tax Assistance
Reassurance	Foot Clinic	Food Pantry
Energy Assistance	Estate Planning	Grief Support
Addiction Support Services	Housing Rights & Resource Center	Meals on Wheels
Noon Lunch	Transportation	Case Management
Information and Assistance	Medicare Open Enrollment	Health Equipment Loan
Health Support Groups	CPR/First Aid	Babysitting Certification

Classifications		
Important		
Concerts in the Park	Volunteer Recognition	Oregon City Enhancement Day
Memorial Day Celebration	Parents of Murdered Children	Holiday Events
Lap Swim	Water Exercise	Rentals
Giving Tree	Holiday Stockings	Gifts to Meals on Wheels
Financial Planning	Meditation	Educational Trips
Educational Seminars	Nutrition Education	AARP Safe Driving
Restorative Healing Yoga	Hatha Yoga	Walking Club
Retrofit Dance	Zumba	Better Bones and Balance
Line Dancing	Beginner Yoga	Tai Chi
Workout Rooms	Pilates	Stretch and Tone

Classifications		
Value-Added		
Christmas Banquet	Open Houses	Preserve Our Past Banquet
Daddy Daughter Dance	Valentine's Day Dance	Movies in the Park
Swamp Swim	Glow Swim	Swim Teams
Recreation Swims	Aquatic Events	Family Swim
Watercolor	Drawing & Oil	Chorus
Craft Classes	Music Entertainment	Ukulele
Crochet	Knitting	Art Shows
Travel Programs	Themed Dinners	Cultural Dancing
Youth Camps	Big Band Dancing	Ballroom Dancing
Ermatinger House Tours	Preserve Our Past Art & Poetry	Meditation
Pinochle	BINGO	Chess Club
Mahjong	Coffee Time	Book Club
Poker		

APPENDIX F: SIMILAR PROVIDERS

OTHER SERVICE PROVIDERS		
Name of Agency	***Operator (Public/Private/Not for-Profit)***	***Price Comparison with your Services (Same / Lower / Higher)***
CPR for Life	Private	Higher
Easthem Community Camps	Public	Lower
24 Hour Fitness	Private	Higher
YMCA	Not-for-Profit	Same

APPENDIX G: MINI BUSINESS PLAN

Program Area: _____

Completed By: _____ **Date:** _____

DEPARTMENT VISION STATEMENT

DEPARTMENT MISSION STATEMENT

CORE PROGRAM AREA OUTCOMES

SERVICE AREA PROFILE

Service Area Description:

Key Demographic Trends:

TARGET MARKETS

Primary Markets	Secondary Markets

AGE SEGMENT APPEAL

Program/ Amenity	Length of Experience	Age Segments								
		Under 5	6-8	9-12	13-18	19-30	31-45	46-60	61-75	76+

PARTICIPATION/ATTENDANCE TRENDS

Program/ Amenity												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

S.W.O.T. ANALYSIS

Strengths	Weaknesses
Opportunities	**Threats**

COST OF SERVICE ANALYSIS

Program/ Amenity	Expenditures		Participants/ Attendance	Revenue	Net Income (Subsidy)		Cost per Participant		Cost Recovery	
	Direct	Total			Direct	Total	Direct	Total	Direct	Total

MARKETING & PRICING TACTICS

Tactic	Responsible	Timeline

PERFORMANCE MEASURES

Outcome (from p.1)	Performance Measure	Result

Approved By: _____ Date: _____

APPENDIX H: FACILITY CONDITION ASSESSMENTS

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FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Abernethy Creek
1615 John Adams Street
Oregon City, Oregon 97045

PREPARED BY:
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Owings Mills, Maryland 21117
800.733.0660
www.us.bureauveritas.com

BV CONTACT:
James A. Cave, RA
Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:
148392.21R000-013.017

DATE OF REPORT:
July 10, 2021

ON SITE DATE:
March 16, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	1615 John Adams Street, Oregon City, Oregon 97045
Site Developed	1996 Renovated 2011
Lot Size	2.1 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Parking lot is made of Gravel
Date(s) of Visit	March 16, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orcity.org
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The park was constructed in 1996. There is a creek that runs along the rear of the park.

Site and Amenities

There is no site fencing and sidewalk for the property. There is one picnic table for the site. Parking consists of gravel; it is in fair condition.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Pavement	-	-	$12,315	$15,145	$18,627	$46,087
Site Development	-	-	-	$1,048	-	$1,048
TOTALS	**-**	**-**	**$12,400**	**$16,200**	**$18,700**	**$47,300**

Immediate Needs

Not applicable, no immediate needs were identified.

Key Findings

Not applicable, no key findings were identified.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)

10-YEAR TOTAL: $28,600

2. Abernethy Creek

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Parking Lot	Aggregate/Stone	1500 SF	Fair
Picnic Table	Wood/Composite	1 EA	Fair
Landscaping and Topography	No significant landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Gravel parking lot		
Pedestrian paving and Trails	N/A		
On-Site Amenities	Picnic Table		
Ancillary Buildings	N/A		
Fields and Lots	N/A		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No major issues were found.		

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 1996. The park has been renovated over the past ten years.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Abernethy Creek, 1615 John Adams Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
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1	FRONT ELEVATION

2	LEFT ELEVATION

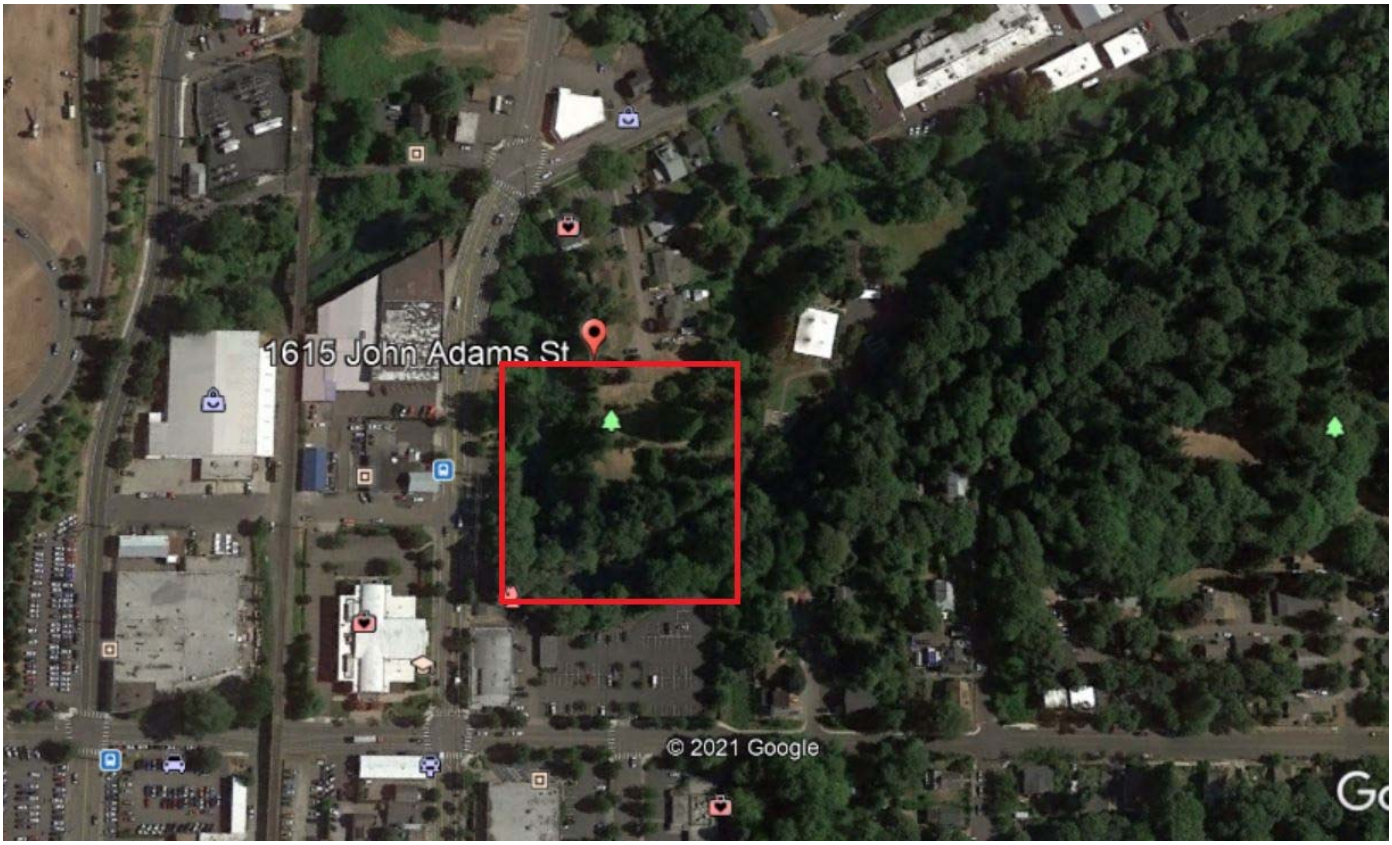
3	REAR ELEVATION

4	RIGHT ELEVATION

5	PARKING LOTS, AGGREGATE/STONE, SURFACE GRAVEL

6	PICNIC TABLE, WOOD

Site Plan



Project Number	Project Name
148392.21R000-013.017	Abernethy Creek The City of Oregon City
Source	**On-Site Date**
Google	March 16, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Abernathy Creek

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 25

Date Completed: 3/16/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed 1996	Renovated 2011	Renovations have been ongoing for the past ten years.
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?				X	
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Gavala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Abernathy Creek

BV Project Number: 148392.21R-00 - 013.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abernathy Creek: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route			Entrance to the park is gravel. No concrete for ADA access	
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms	**NA**			
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Abernathy Creek: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Site	Fair	Parking Lots, Aggregate/Stone, Surface Gravel, Replenish	3,500 SF	3	2929958
Sitework						
G2060	Site	Fair	Picnic Table, Wood/Composite/Fiberglass	1	10	2929959

Replacement Reserves Report

Abernethy Creek

7/10/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Abernethy Creek	$0	$0	$0	$12,315	$0	$0	$0	$0	$0	$0	$16,194	$0	$0	$0	$0	$0	$0	$18,628	$0	$0	$0	**$47,137**
Grand Total	**$0**	**$0**	**$0**	**$12,315**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$16,194**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$18,628**	**$0**	**$0**	**$0**	**$47,137**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2020	2929958	Parking Lots, Aggregate/Stone, Surface Gravel, Replenish	7	4	3	3500	SF	$3.22	$11,270				$11,270							$11,270							$11,270				**$33,810**
G2060	2929959	Picnic Table, Wood/Composite/Fiberglass, Replace	20	10	10	1	EA	$780.00	$780											$780											**$780**
Totals, Unescalated										**$0**	**$0**	**$0**	**$11,270**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$12,050**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$11,270**	**$0**	**$0**	**$0**	**$34,590**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$12,315**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$16,194**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$18,628**	**$0**	**$0**	**$0**	**$47,137**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Atkinson Park
1601 Jackson Street,
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-014.017

DATE OF REPORT:
July 10, 2021

ON SITE DATE:
April 8, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	1601 Jackson Street, Oregon City, Oregon 97045
Site Developed	Unknown but more than 10 years old
Lot Size	5.5 acres (estimated)
Number of Substantial Buildings	1
Parking Spaces	None
Date(s) of Visit	April 8, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	NA, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Bhaskar Ale
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Atkinson Park is located in the city of Oregon City at the intersection of Jackson St and 16th St. The park includes swing set, picnic shelter and an unused restroom building.

Architectural

The only building onsite was an unused restroom building and a picnic shelter. The restroom building appears to be generally intact without obvious indications of major deficiencies except for graffiti on the interiors. The picnic shelter appears to be nearing the end of its useful life and replacement should be considered.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is heating or cooling onsite at the restroom building or picnic. Plumbing is limited to the restroom building lavatories and water closets.

Site & Amenities

The asphalt walkways and parking areas show significant signs of cracks and depressions requiring repairs. The playground equipment appears to be fairly minimal and outdated and consideration should be given for full replacement with new equipment and surfacing.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$3,292	-	$4,424	$7,716
Roofing	-	-	-	$16,579	-	$16,579
Interiors	-	$2,276	$1,704	-	$2,290	$6,270
Plumbing	-	-	$6,818	-	-	$6,818
Electrical	-	-	-	$12,491	-	$12,491
Special Construction & Demo	-	-	$41,733	-	-	$41,733
Site Development	$71,900	-	$54,868	$67,715	$223,898	$418,381
Site Utilities	-	-	-	$29,351	-	$29,351
Site Pavement	-	-	-	-	-	-
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$81,700**	**$2,300**	**$108,500**	**$126,200**	**$230,700**	**$549,400**

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Atkinson Park	3	$81,700
Total	**3**	**$81,700**

Atkinson Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2969450	Atkinson Park	Throughout	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
3139110	Atkinson Park	Playground	G2050	Play Structure, Multipurpose, Large, Replace	NA	Modernization/Adaptation	$45,500
3139109	Atkinson Park	Playground	G2050	Playground Surfaces, Engineered Wood Fiber, and borders, Install	NA	Modernization/Adaptation	$26,400
Total (3 items)							**$81,700**

Key Findings

Sidewalk in Poor condition.

Asphalt
Atkinson Park Site

Uniformat Code: G2031
Recommendation: **Replace in 2044**

Priority Score: **85.0**

Plan Type: Performance/Integrity

Cost Estimate: $39,300

**$$**$$

Asphalt pavement is in poor condition and showing signs of cracking and depressions. - AssetCALC ID: 2967349

Toilet Partitions in Poor condition.

Metal
Atkinson Park Restroom Building

Uniformat Code: C1094
Recommendation: **Replace in 2022**

Priority Score: **81.8**

Plan Type: Performance/Integrity

Cost Estimate: $2,200

**$**$$$

Paint interior partitions that have graffiti. - AssetCALC ID: 2969438

ADA Miscellaneous

Level III Study, Includes Measurements
Atkinson Park Throughout

Uniformat Code: Y1091
Recommendation: **Evaluate/Report in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $9,800

**$**$$$

ADA study required - AssetCALC ID: 2969450

Play Structure

Multipurpose, Large
Atkinson Park Playground

Uniformat Code: G2055
Recommendation: **Replace in 2021**

Priority Score: **55.9**

Plan Type: Modernization/Adaptation

Cost Estimate: $45,500

**$$**$$

- AssetCALC ID: 3139110

Playground Surfaces

Engineered Wood Fiber, and borders
Atkinson Park Playground

Uniformat Code: G2055
Recommendation: **Install in 2021**

Priority Score: **55.9**

Plan Type:
Modernization/Adaptation

Cost Estimate: $26,400

**$$**$$

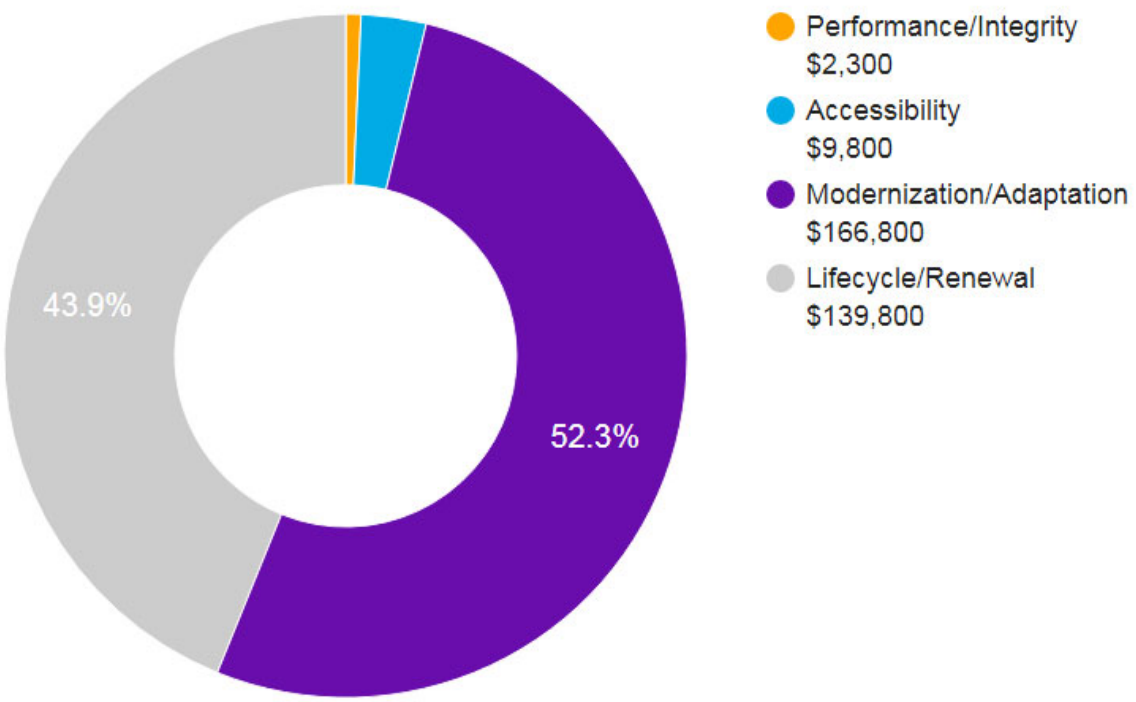
- AssetCALC ID: 3139109

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $318,700

2. Restroom Building

Restroom Building: Systems Summary		
Address	1601 Jackson Street, Oregon City, Oregon 97045	
Constructed/Renovated	Unknown	
Building Size	550 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roofs	Fair
Façade	Wood siding with no windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Concrete Ceilings: Unfinished/exposed	Poor
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Toilets, and sinks in all restrooms	Fair

Restroom Building: Systems Summary

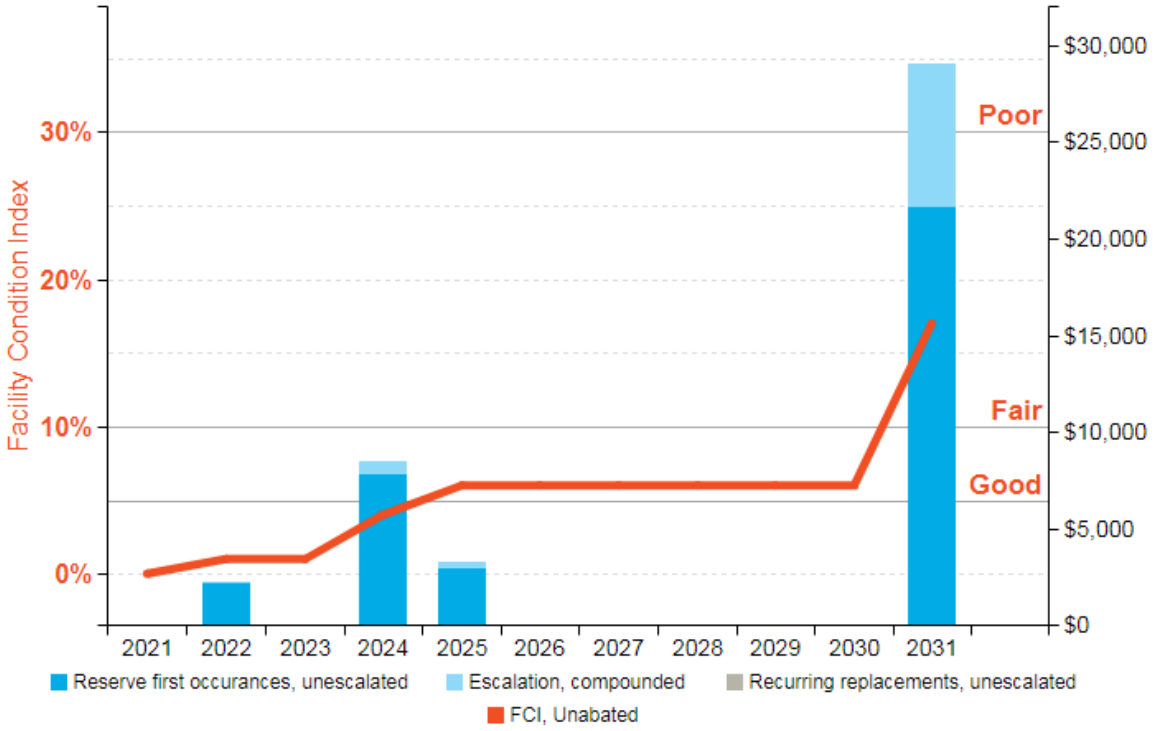
HVAC	None	--
Fire Suppression	None	--
Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	Graffiti on the partition walls	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Atkinson Park restroom

Replacement Value: $ 248,050; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	3 EA	Fair
Gazebos	Metal and wood framed	550 SF	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	No parking onsite		
Pedestrian paving and Trails	Asphalt pathways and gravel trails		
On-Site Amenities	Picnic tables, benches grills		
Ancillary Buildings	Shelter		
Fields and Lots	None		
Storm Water Management	Surface drainage to developed surroundings		

General Site Information

Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended. .
Key Issues and Findings	Severe alligator cracking on asphalt walkway.

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park original construction is unknown.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	UNKNOWN	No	No
General Park	UNKNOWN	No	Yes

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Atkinson Park, 1601 Jackson Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	COVER PHOTO

2	RESTROOM BUILDING - ABANDONED

3	ROOFING, METAL

4	RESTROOM

5	ELECTRICAL PANEL

6	GAZEBO STRUCTURE

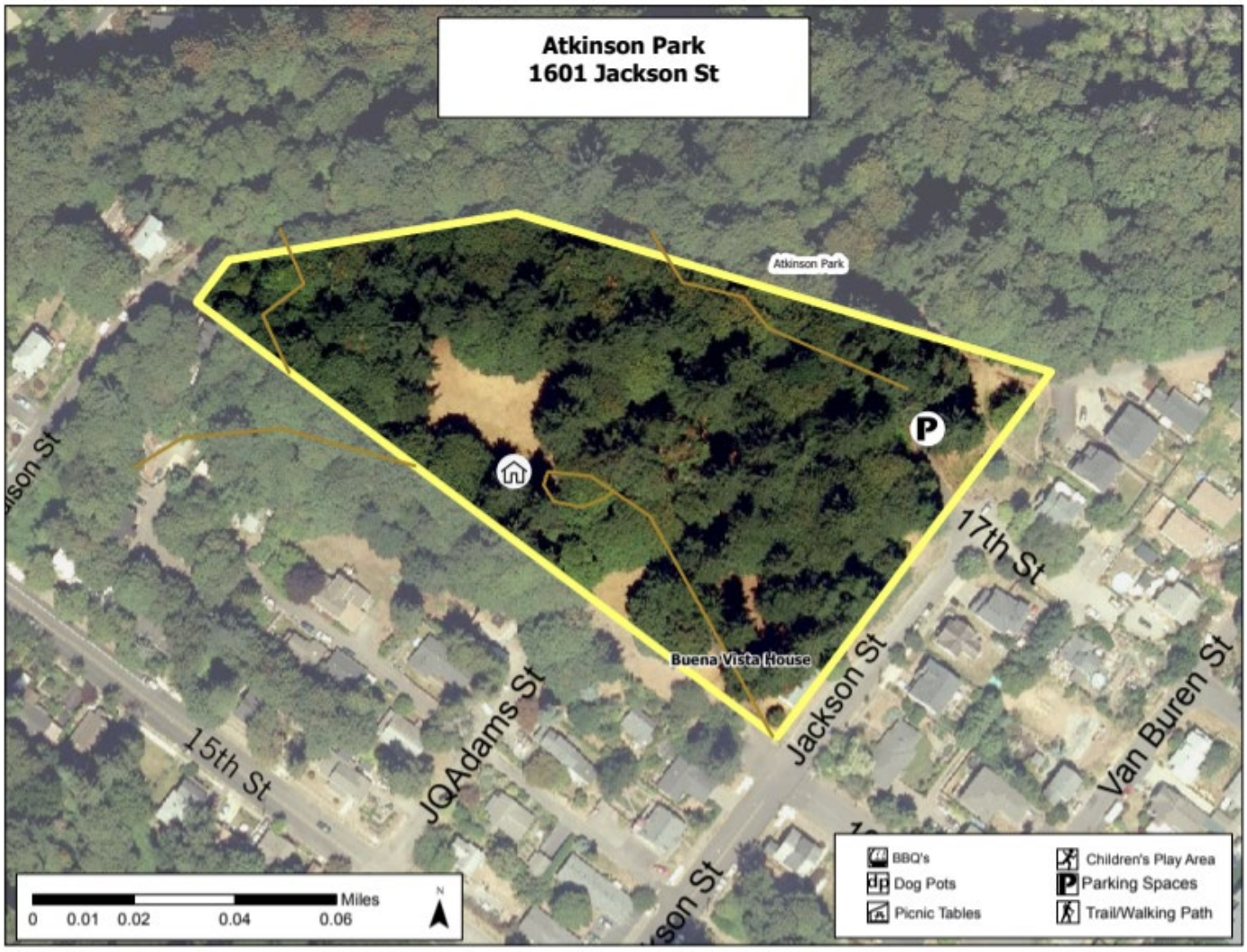
7	GRILL

8	PLAY STRUCTURE

9	PLAY STRUCTURE, SWING SET

10	CRACKED ASPHALT WALKWAY

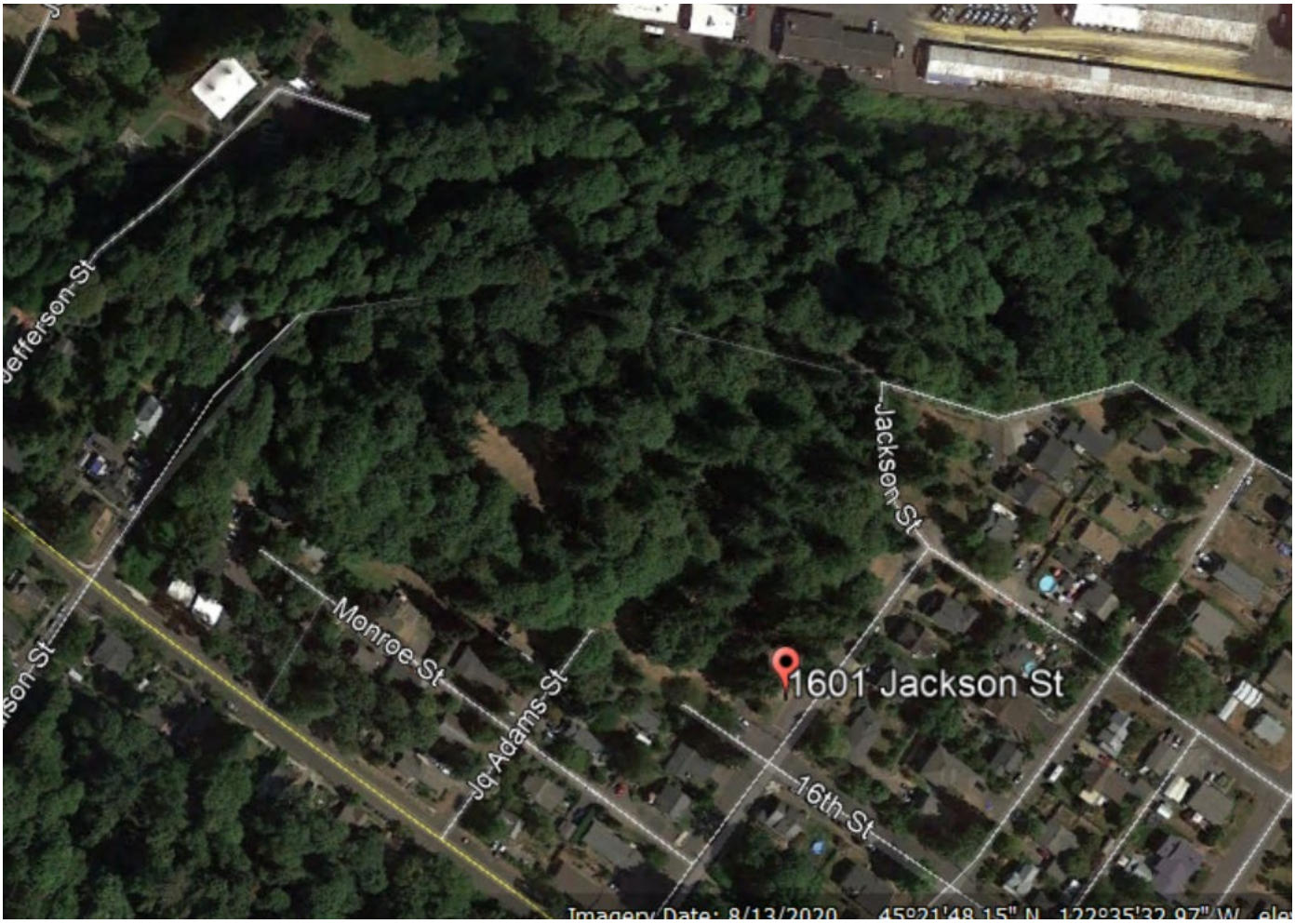
Site Plan



Project Number	Project Name
148392.21R000-014.017	Atkinson Park
Source	**On-Site Date**
Google	April 8, 2021

N

Aerial Site Plan



Project Number	Project Name
148392.21R000-014.017	Atkinson Park
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N

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Atkinson Park

BV Project Number: 148392.21R000-014.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			X	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			X	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?		**X**		
2	Has the play area been reviewed for accessibility ?		**X**		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			**X**	

Component Condition Report | Atkinson Park / restroom

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restroom Building	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	750 SF	4	2967357
Roofing						
B3010	Restroom Building	Fair	Roofing, Metal	730 SF	10	2967340
Interiors						
C1090	Restroom Building	Poor	Toilet Partitions, Metal	2	1	2969438
C2010	Restroom Building	Fair	Wall Finishes, any surface, Prep & Paint	800 SF	3	2967355
Plumbing						
D2010	Restroom Building	Fair	Sink/Lavatory, Drop-In Style, Vitreous China	2	3	2967344
D2010	Restroom Building	Fair	Toilet, Commercial Water Closet	2	3	2967354
Electrical						
D5020	Restroom Building	Fair	Electrical System, Full System Renovation/Upgrade, Low Density/Complexity	550 SF	10	2967339

Component Condition Report | Atkinson Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	Site	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard	400 SF	5	2967338
Pedestrian Plazas & Walkways						
G2030	Site and Parking	Poor	Sidewalk, Asphalt	9,500 SF	23	2967349
G2030	Site	Fair	Sidewalk, Concrete, Small Areas/Sections	400 SF	25	2967358
Athletic, Recreational & Playfield Areas						
G2050	Playground	Fair	Play Structure, Multipurpose, Very Small	1	3	2967348
G2050	Playground	Fair	Play Structure, Swing Set, 4 Seats	1	3	2967350
G2050	Site	Fair	Campground Accessories, Grill, Pedestal-Style	2	5	2967353
G2050	Playground	NA	Playground Surfaces, Engineered Wood Fiber, and borders, Install	4,000 SF	0	3139109
G2050	Playground	NA	Play Structure, Multipurpose, Large	1	0	3139110
G2050	Playground	Fair	Play Structure, Multipurpose, Very Small	1	3	2967341
Sitework						
G2060	Site	Fair	Picnic Table, Wood/Composite/Fiberglass	4	5	2967347
G2060	Site	Fair	Bollard, Concrete or Metal	5	15	2967345
G2060	Site	Fair	Flagpole, Metal	1	15	2967351
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	2	10	2967352
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	4	10	2967343
Accessibility						
Y1090	Throughout	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2969450

Replacement Reserves Report

7/10/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Atkinson Park	$81,650	$0	$0	$49,446	$0	$47,159	$31,523	$0	$0	$34,446	$31,098	$0	$37,640	$0	$0	$56,321	$0	$0	$44,944	$0	$84,996	**$499,223**
Atkinson Park / restroom	$0	$2,276	$0	$8,523	$3,292	$0	$0	$0	$0	$0	$29,072	$0	$0	$2,291	$4,424	$0	$0	$0	$0	$0	$0	**$49,879**
Grand Total	**$81,650**	**$2,276**	**$0**	**$57,969**	**$3,292**	**$47,159**	**$31,523**	**$0**	**$0**	**$34,446**	**$60,170**	**$0**	**$37,640**	**$2,291**	**$4,424**	**$56,321**	**$0**	**$0**	**$44,944**	**$0**	**$84,996**	**$549,101**

Atkinson Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
F1020	2967338	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard, Replace	30	25	5	400	SF	$90.00	$36,000						$36,000																**$36,000**
G2050	2967353	Campground Accessories, Grill, Pedestal-Style, Replace	15	10	5	2	EA	$780.00	$1,560						$1,560															$1,560	**$3,120**
G2050	3139109	Playground Surfaces, Engineered Wood Fiber, and borders, Install	3	3	0	4000	SF	$6.60	$26,400	$26,400			$26,400			$26,400			$26,400			$26,400			$26,400			$26,400			**$184,800**
G2050	3139110	Play Structure, Multipurpose, Large, Replace	20	20	0	1	EA	$45,500.00	$45,500	$45,500																				$45,500	**$91,000**
G2050	2967348	Play Structure, Multipurpose, Very Small, Replace	20	17	3	1	EA	$7,800.00	$7,800				$7,800																		**$7,800**
G2050	2967350	Play Structure, Swing Set, 4 Seats, Replace	20	17	3	1	EA	$3,250.00	$3,250				$3,250																		**$3,250**
G2050	2967341	Play Structure, Multipurpose, Very Small, Replace	20	17	3	1	EA	$7,800.00	$7,800				$7,800																		**$7,800**
G2060	2967347	Picnic Table, Wood/Composite/Fiberglass, Replace	20	15	5	4	EA	$780.00	$3,120						$3,120																**$3,120**
G2060	2967352	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	10	10	2	EA	$650.00	$1,300											$1,300											**$1,300**
G2060	2967351	Flagpole, Metal, Replace	30	15	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2060	2967345	Bollard, Concrete or Metal, Replace	30	15	15	5	EA	$1,300.00	$6,500																$6,500						**$6,500**
G4050	2967343	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	4	EA	$5,460.00	$21,840											$21,840											**$21,840**
Y1090	2969450	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$81,650**	**$0**	**$0**	**$45,250**	**$0**	**$40,680**	**$26,400**	**$0**	**$0**	**$26,400**	**$23,140**	**$0**	**$26,400**	**$0**	**$0**	**$36,150**	**$0**	**$0**	**$26,400**	**$0**	**$47,060**	**$379,530**
Totals, Escalated (3.0% inflation, compounded annually)										**$81,650**	**$0**	**$0**	**$49,446**	**$0**	**$47,159**	**$31,523**	**$0**	**$0**	**$34,446**	**$31,098**	**$0**	**$37,640**	**$0**	**$0**	**$56,321**	**$0**	**$0**	**$44,944**	**$0**	**$84,996**	**$499,223**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Atkinson Park / restroom

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2967357	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	6	4	750	SF	$3.90	$2,925					$2,925										$2,925							**$5,850**
B3010	2967340	Roofing, Metal, Replace	40	30	10	730	SF	$16.90	$12,337											$12,337											**$12,337**
C1090	2969438	Toilet Partitions, Metal, Replace	20	19	1	2	EA	$1,105.00	$2,210		$2,210																				**$2,210**
C2010	2967355	Wall Finishes, any surface, Prep & Paint	10	7	3	800	SF	$1.95	$1,560				$1,560										$1,560								**$3,120**
D2010	2967344	Sink/Lavatory, Drop-In Style, Vitreous China, Replace	30	27	3	2	EA	$1,430.00	$2,860				$2,860																		**$2,860**
D2010	2967354	Toilet, Commercial Water Closet, Replace	30	27	3	2	EA	$1,690.00	$3,380				$3,380																		**$3,380**
D5020	2967339	Electrical System, Full System Renovation/Upgrade, Low Density/Complexity, Replace	40	30	10	550	SF	$16.90	$9,295											$9,295											**$9,295**
Totals, Unescalated										**$0**	**$2,210**	**$0**	**$7,800**	**$2,925**	**$0**	**$0**	**$0**	**$0**	**$0**	**$21,632**	**$0**	**$0**	**$1,560**	**$2,925**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$39,052**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$2,276**	**$0**	**$8,523**	**$3,292**	**$0**	**$0**	**$0**	**$0**	**$0**	**$29,072**	**$0**	**$0**	**$2,291**	**$4,424**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$49,879**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Barclay Park
711 12th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-015.017

DATE OF REPORT:
July 13, 2021

ON SITE DATE:
April 8, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood dog park
Main Address	711 12th Street, Oregon City, Oregon 97045
Site Developed	Unknown but more than 10 years old
Lot Size	1.79 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	No parking onsite
Date(s) of Visit	April 8, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 Phone dconrad@orcity.org
On-site Point of Contact (POC)	NA, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Bhaskar Ale
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Barclay Park is located in the city of Oregon City at the intersection of 12th Street and John Adams Street. The park is an off-leash dog park.

Architectural

There were no buildings or structures onsite.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There was no heating or cooling onsite.

Site & Amenities

The site included open grassy areas and trees. No issues were observed.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	-	-	$1,222	$1,012	$2,234
Site Pavement	-	-	-	-	-	-
TOTALS	**-**	**-**	**-**	**$1,300**	**$1,100**	**$2,400**

Immediate Needs

Facility/Building	Total Items	Total Cost
Total	0	$0

Key Findings

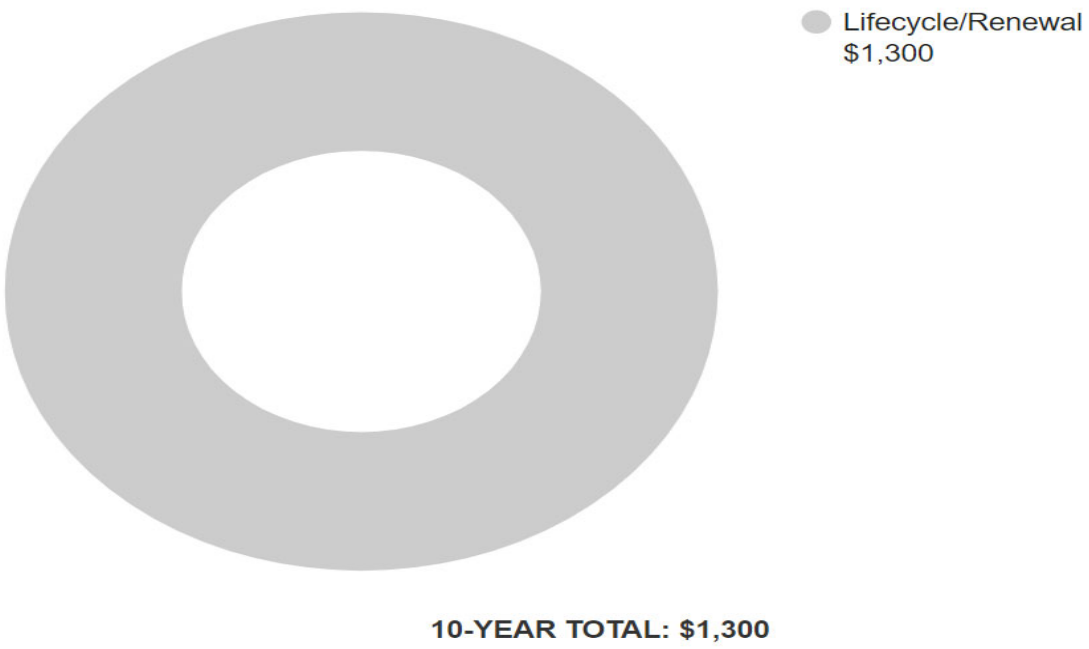
No key findings for this set of locations.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



2. General Park Summary

General Site Information

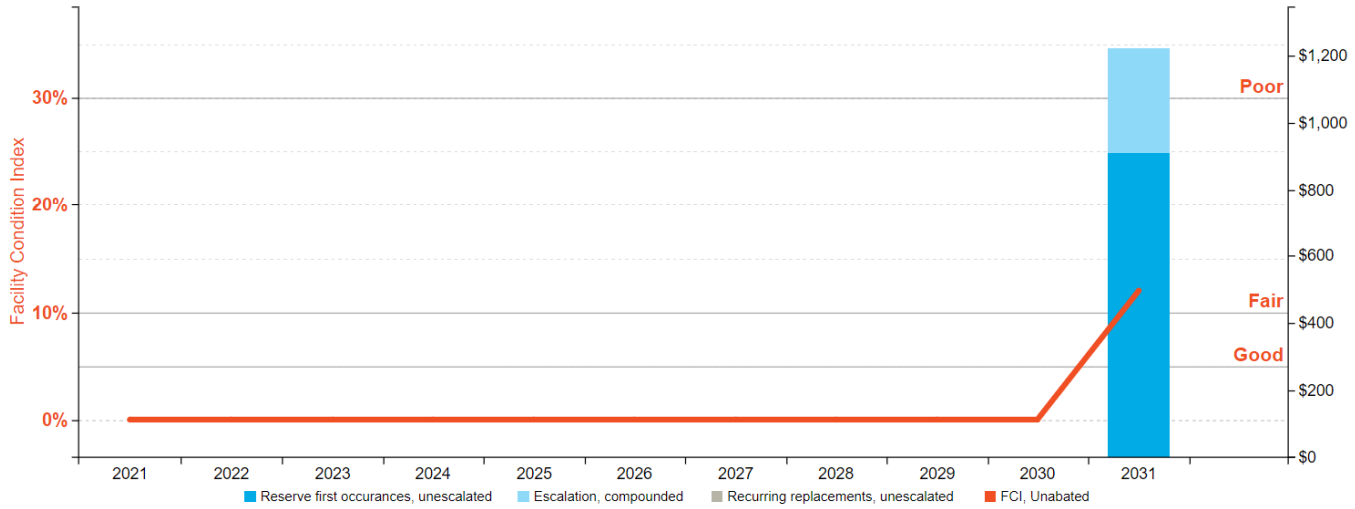
Asset	*Description*	*Quantity*	*Condition*
Landscaping and Topography	No significant landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	No parking onsite		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	trash receptacle		
Ancillary Buildings	None		
Fields and Lots	Unimproved play fields		
Storm Water Management	Surface drainage to developed surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No major issues observed.		

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

General Site: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Barclay Park

Replacement Value: $ 10,000; Inflation rate: 3.0%



3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park original construction is unknown.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
General Dog Park	UNKNOWN	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Barclay Park, 711 12th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial and Bhaskar Ale,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	TRASH RECEPTACLE

2	SIDEWALK

3	SIGNAGE

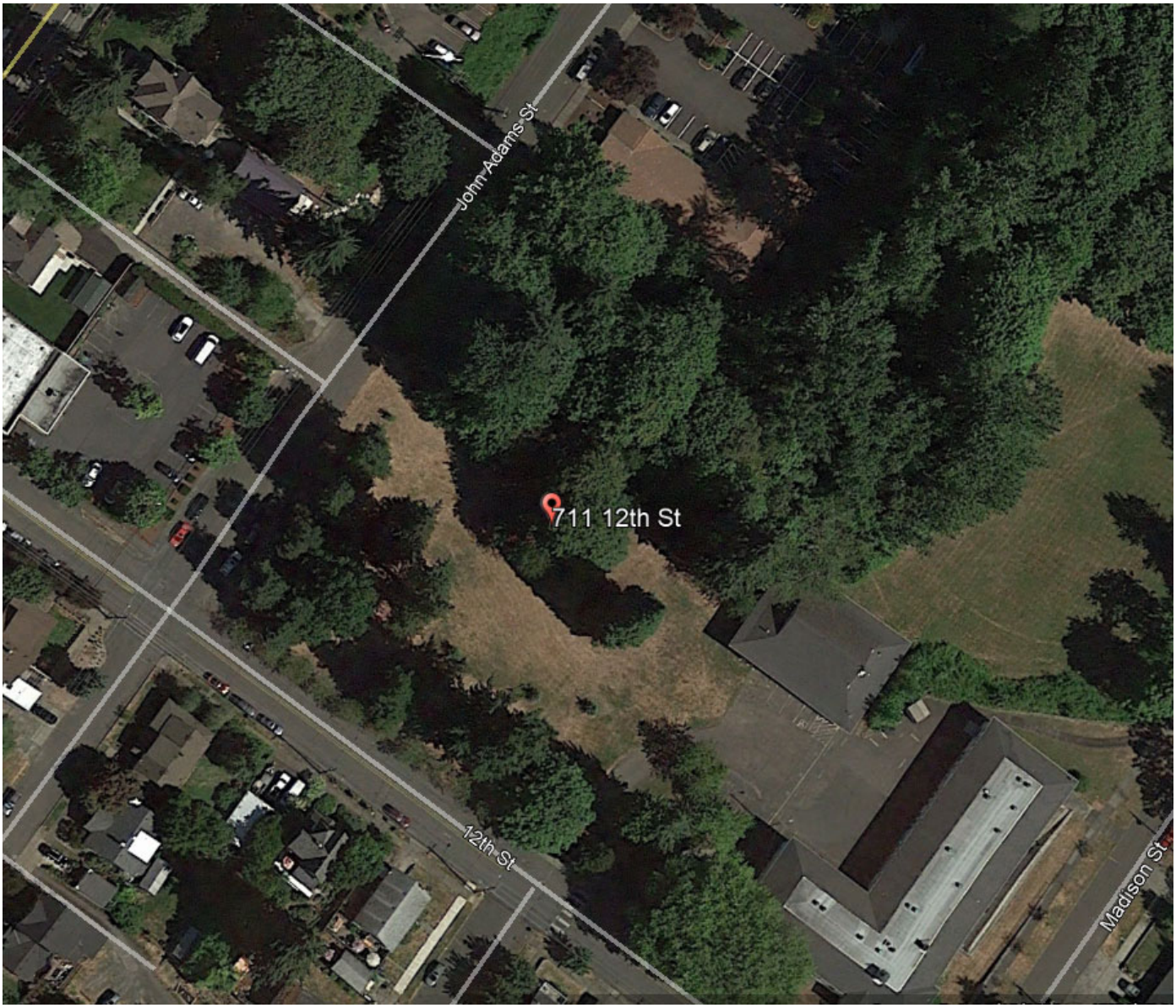
4	SITE

Site Plan

Project Number	Project Name
148392.21R000-015.017	Barclay Park
Source	**On-Site Date**
Google	April 8, 2021

N

Aerial Site Plan



Project Number	Project Name
148392.21R000-015.017	Barclay Park
Source	**On-Site Date**
Google	April 8, 2021

N

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Barclay Park

BV Project Number: 148392.21R000-015.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?			X	
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	NA

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			X	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			X	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA

NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	NA

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	NA

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2030	Site	Good	Sidewalk, Concrete, Large Areas	2,000 SF	35	2957077
Sitework						
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2957078
G2060	Site	Good	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	1	15	2957079

Replacement Reserves Report

Barclay Park

7/13/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Barclay Park	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,223	$0	$0	$0	$0	$1,013	$0	$0	$0	$0	$0	**$2,236**
Grand Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,223**	**$0**	**$0**	**$0**	**$0**	**$1,013**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,236**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2060	2957078	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$910.00	$910											$910											**$910**
G2060	2957079	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	5	15	1	EA	$650.00	$650																$650						**$650**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$910**	**$0**	**$0**	**$0**	**$0**	**$650**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,560**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,223**	**$0**	**$0**	**$0**	**$0**	**$1,013**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,236**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Barclay Hills Park
13571 Barclay Hills Drive
Oregon City, Oregon 97045

PREPARED BY:
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800.733.0660 x6554
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BV PROJECT #:
148392.21R000-016.017

DATE OF REPORT:
July 10, 2021

ON SITE DATE:
April 07, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Neighborhood park
Main Address	13571 Barclay Hills Drive, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	5.4 acres (based on County GIS information)
Number of Substantial Buildings	None
Parking Spaces	N/A street parking
Date(s) of Visit	April 07, 2021
Management Point of Contact	Oregon City, Denise Conrad, Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Barclay Hills Park is located at 13571 Barclay Hills Drive and has a playground area and a basketball court. The playground was updated recently, and the basketball court and the other amenities were installed before the playground through different phases.

Site & Amenities

Site amenities consists of a playground area, Basketball court, fencing, benches, trash receptacles and picnic areas. The site amenities appear to be in good condition and conveys the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	$13,240	$19,395	$26,796	$206,396	$265,827
Site Pavement	-	-	-	-	$30,992	$30,992
TOTALS	**-**	**$13,300**	**$19,400**	**$26,800**	**$237,400**	**$296,900**

Immediate Needs

Not applicable, no immediate needs were identified.

Key Findings

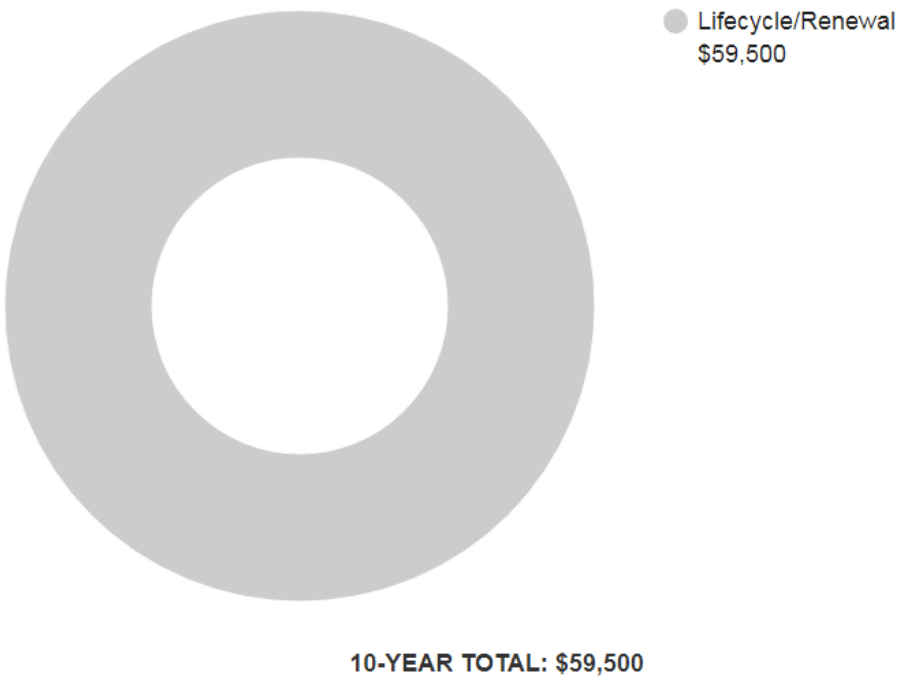
Not applicable, no immediate needs were identified.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Signage	Property Sign	1 EA	Fair
Signage	Directional Sign	3 EA	Fair
Bollard	Metal	1 EA	Good
Play Structures	Medium	2 EA	Good
Play Structures	Swing set	1 EA	Good
Play Field Surfaces	Wood Chips	4,800 SF	Fair
Park Bench	Wood	2 EA	Fair
Picnic Table	Wood	2 EA	Fair
Trash Receptacle	Medium-Duty, Metal	1 EA	Fair

General Site Information

Landscaping and Topography	Moderate landscaping features Irrigation present Low to moderate site slopes throughout
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with concrete parking curbs
Pedestrian paving and Trails	Brick sidewalks
On-Site Amenities	Basketball court, playground, benches and fencing
Ancillary Buildings	None
Fields and Lots	None
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	No key issues were found

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Barclay Hills Park, 13571 Barclay Hills Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554

1	PLAYGROUND AREA

2	BASKETBALL COURT

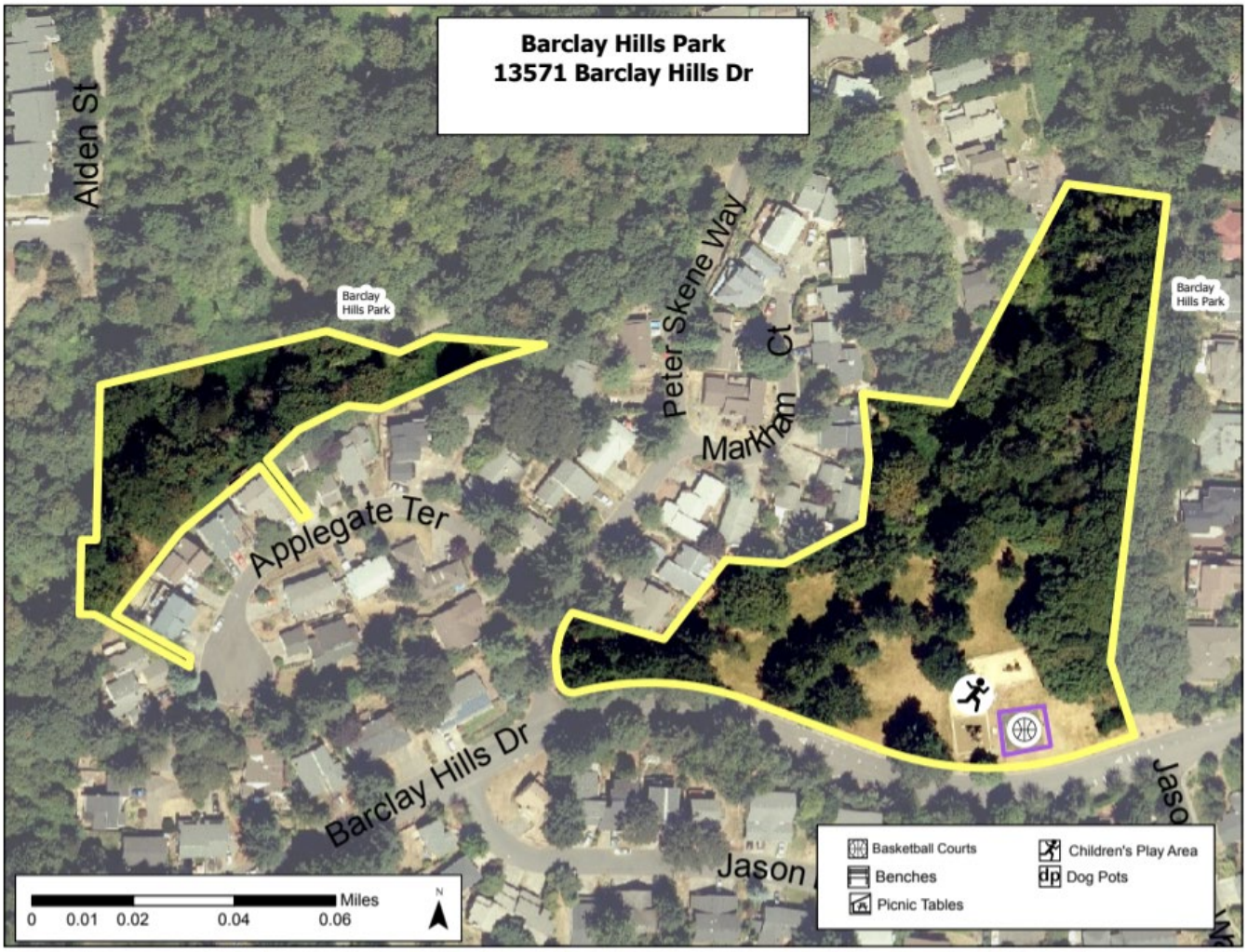
3	OPEN FIELD

4	SIDEWALK

5	PICNIC TABLES

6	PLAYGROUND SURFACE

Site Plan



Project Number	Project Name
148392.21R000-016.017	Barclay Hills Park
Source	**On-Site Date**
Orcity.org	April 06, 2021

N

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Barclay Hills Park

BV Project Number: 148392.21R000-016.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	NA

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	NA

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	X			
2	Has the play area been reviewed for accessibility ?		X		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2030	Site	Good	Sidewalk, Brick/Masonry Pavers [No tag/plate found]	400 SF	20	2968738
Athletic, Recreational & Playfield Areas						
G2050	Play Ground	Good	Play Structure, Multipurpose, Medium [No tag/plate found]	1	15	2968735
G2050	Play Ground	Good	Play Structure, Multipurpose, Medium [No tag/plate found]	1	15	2968740
G2050	Basketball Ball Court	Fair	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay [No tag/plate found]	1,600 SF	15	2968744
G2050	Play Ground	Good	Play Structure, Swing Set, 4 Seats [No tag/plate found]	1	15	2968748
G2050	Basketball Ball Court	Fair	Sports Apparatus, Basketball, Backboard/Rim/Pole [No tag/plate found]	1	15	2968739
G2050	Basketball Court	Fair	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Seal & Stripe	1,600 SF	3	2972422
G2050	Play Ground	Fair	Playfield Surfaces, Chips Wood, 6" Depth [No tag/plate found]	4,800 SF	2	2968747
Sitework						
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install [No tag/plate found]	3	10	2968745
G2060	Site	Fair	Signage, Property, Monument, Replace/Install [No tag/plate found]	1	10	2968737
G2060	Play Ground	Good	Bollard, Concrete or Metal [No tag/plate found]	1	25	2968736
G2060	Play Ground	Fair	Picnic Table, Wood/Composite/Fiberglass [No tag/plate found]	2	5	2968742
G2060	Play Ground	Fair	Park Bench, Wood [No tag/plate found]	2	3	2968741
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 4' [No tag/plate found]	75 LF	25	2968746
G2060	Basketball Court	Fair	Trash Receptacle, Medium-Duty Metal or Precast [No tag/plate found]	1	10	2968743

Replacement Reserves Report

Barclay Hills Park

7/10/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Barclay Hills Park	$0	$0	$13,240	$3,121	$0	$16,276	$0	$0	$17,451	$0	$9,347	$17,275	$0	$1,903	$18,877	$122,970	$0	$20,628	$2,206	$0	$53,533	**$296,828**
Grand Total	**$0**	**$0**	**$13,240**	**$3,121**	**$0**	**$16,276**	**$0**	**$0**	**$17,451**	**$0**	**$9,347**	**$17,275**	**$0**	**$1,903**	**$18,877**	**$122,970**	**$0**	**$20,628**	**$2,206**	**$0**	**$53,533**	**$296,828**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2030	2968738	Sidewalk, Brick/Masonry Pavers, Replace	30	10	20	400	SF	$42.90	$17,160																					$17,160	**$17,160**
G2050	2972422	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Seal & Stripe	5	2	3	1600	SF	$0.81	$1,296				$1,296					$1,296					$1,296					$1,296			**$5,184**
G2050	2968744	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay	25	10	15	1600	SF	$6.30	$10,080																$10,080						**$10,080**
G2050	2968739	Sports Apparatus, Basketball, Backboard/Rim/Pole, Replace	25	10	15	1	EA	$12,350.00	$12,350																$12,350						**$12,350**
G2050	2968747	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	4800	SF	$2.60	$12,480			$12,480			$12,480			$12,480			$12,480			$12,480			$12,480			$12,480	**$87,360**
G2050	2968735	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2968740	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2968748	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$4,500.00	$4,500																$4,500						**$4,500**
G2060	2968741	Park Bench, Wood, Replace	20	17	3	2	EA	$780.00	$1,560				$1,560																		**$1,560**
G2060	2968742	Picnic Table, Wood/Composite/Fiberglass, Replace	20	15	5	2	EA	$780.00	$1,560						$1,560																**$1,560**
G2060	2968743	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2968745	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	10	10	3	EA	$650.00	$1,950											$1,950											**$1,950**
G2060	2968737	Signage, Property, Monument, Replace/Install	20	10	10	1	EA	$3,900.00	$3,900											$3,900											**$3,900**
Totals, Unescalated										**$0**	**$0**	**$12,480**	**$2,856**	**$0**	**$14,040**	**$0**	**$0**	**$13,776**	**$0**	**$6,955**	**$12,480**	**$0**	**$1,296**	**$12,480**	**$78,930**	**$0**	**$12,480**	**$1,296**	**$0**	**$29,640**	**$198,709**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$13,240**	**$3,121**	**$0**	**$16,276**	**$0**	**$0**	**$17,451**	**$0**	**$9,347**	**$17,275**	**$0**	**$1,903**	**$18,877**	**$122,970**	**$0**	**$20,628**	**$2,206**	**$0**	**$53,533**	**$296,828**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Buena Vista House - Closed (corner of Atkinson Park)
1601 Jackson Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
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800.733.0660
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BV CONTACT:
James A. Cave
Program Manager
800.733.0660 x6554
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BV PROJECT #:
148392.21R000-017.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
April 8, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Former Club
Main Address	1601 Jackson Street, Oregon City, Oregon 97045
Site Developed	1923
Site Area	4.18 acres (from Property Record, parcel includes Atkinson Park)
Parking Spaces	No formal parking area; Approximately 4 informal spaces on unimproved surface
Building Area	1,200 SF
Number of Stories	1
Outside Occupants / Leased Spaces	None
Date(s) of Visit	April 8, 2021
Management Point of Contact	Denise Conrad Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Cemetery/Park office Mausoleum, 503.496.1460
Assessment and Report Prepared By	Rashad Alnial and Ethan Abeles
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

The Buena Vista House was reportedly built in 1923 and functioned as a social club until 1987 when the building was donated to the City. Oregon City rented the facility out for events until the building was formerly closed in 2013. Original plans were to demolish the structure but due to its appearance on the National Register of Historic Places, future plans are now focused on preservation. At the urging of citizens, commissioners voted in 2017 to restore power to the building, allowing security lighting and minimal heat to slow the deterioration of the structure until long-term repairs are funded. Currently, the scope and nature of any future renovation is unknown, and funding has not been secured.

Architectural

The building lacks a substantial foundation system, and the structure has been deemed to be unsafe. The construction of a suitable foundation to stabilize the building and prepare it for future preservation efforts is necessary. The wood exterior walls are in need of repainting to ensure the integrity of the building envelope. The windows and doors are serviceable but would need to be upgraded during a renovation. The asphalt shingle roof is estimated to be at about the halfway point of its useful life and will not require attention in the near term. The interior of the former club is in need of updating. Durable hardwood flooring is present in most spaces and acoustical tile covers the ceilings. A future renovation will require the refinishing and replacement of all interior elements.

Mechanical, Electrical, Plumbing and Fire (MEPF)

An electric furnace and baseboard heaters provide heat to the building and are reportedly still operational. Water to the building has been turned off since 2013 and the restroom fixtures have been removed. An electrical panel located in the main room powers the interior lighting and exterior floodlight fixtures as well as the heating elements. There are no fire suppression or alarm systems serving the facility. Any future renovation would require wholesale upgrades of MEPF equipment and infrastructure dependent on the future usage of the facility.

Site

The Buena Vista House is situated in the southeast corner of Atkinson Park in the McLoughlin neighborhood of Oregon City. There are few site elements associated with the property and include aged asphalt and concrete sidewalks and overgrown landscaping.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

Foundation System in Poor condition.

Concrete or CMU Walls w/ Continuous Footings
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

Uniformat Code: A1011
Recommendation: **in 2022**

Priority Score: **90.8**

Plan Type: Performance/Integrity

Cost Estimate: $30,200

**$$**$$

Installation of a new foundation system is necessary to stabilize the structure and ready the building for a future renovation. - AssetCALC ID: 2969465

Exterior Walls in Poor condition.

any painted surface, 1-2 Story Building
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

Uniformat Code: B2011
Recommendation: **Prep & Paint in 2022**

Priority Score: **89.7**

Plan Type: Performance/Integrity

Cost Estimate: $6,000

**$**$$$

Exterior wall deemed not safe by building officials. Significant peeling paint on wood elements. - AssetCALC ID: 2968640

Window in Poor condition.

Wood, up to 15 SF
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

Uniformat Code: B2021
Recommendation: **Replace in 2023**

Priority Score: **87.7**

Plan Type: Performance/Integrity

Cost Estimate: $11,400

**$$**$$

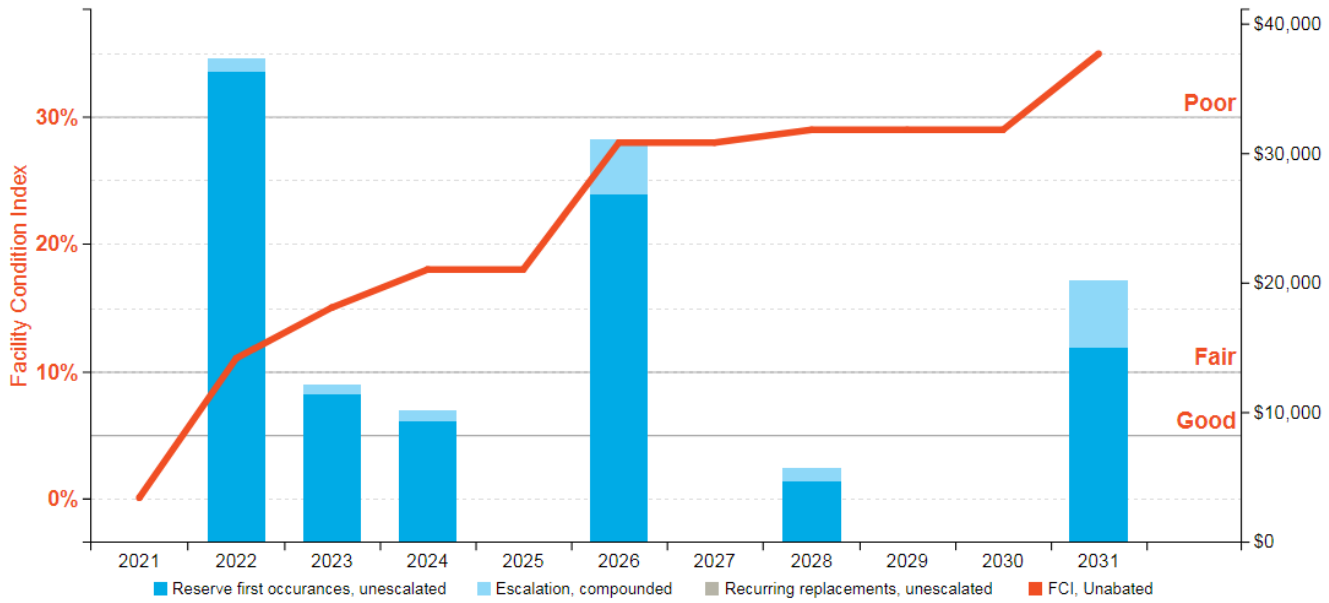
Window frames rotted requiring replacement - AssetCALC ID: 2968652

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Buena Vista House-Closed (corner of Atkinson Park)

Replacement Value: $ 330,000; Inflation rate: 3.0%



Immediate Needs

Facility/Building	Total Items	Total Cost
Total	0	$0

Key Findings

Foundation System in Poor condition.

Concrete or CMU Walls w/ Continuous Footings
Buena Vista House-Closed (corner of Atkinson Park) Building exterior

Uniformat Code: A1011
Recommendation: **in 2022**

Priority Score: **90.8**

Plan Type: Performance/Integrity

Cost Estimate: $30,200

**$$**$$

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Uniformat Code: B2011
Recommendation: **Prep & Paint in 2022**

Priority Score: **89.7**

Plan Type: Performance/Integrity

Cost Estimate: $6,000

**$**$$$

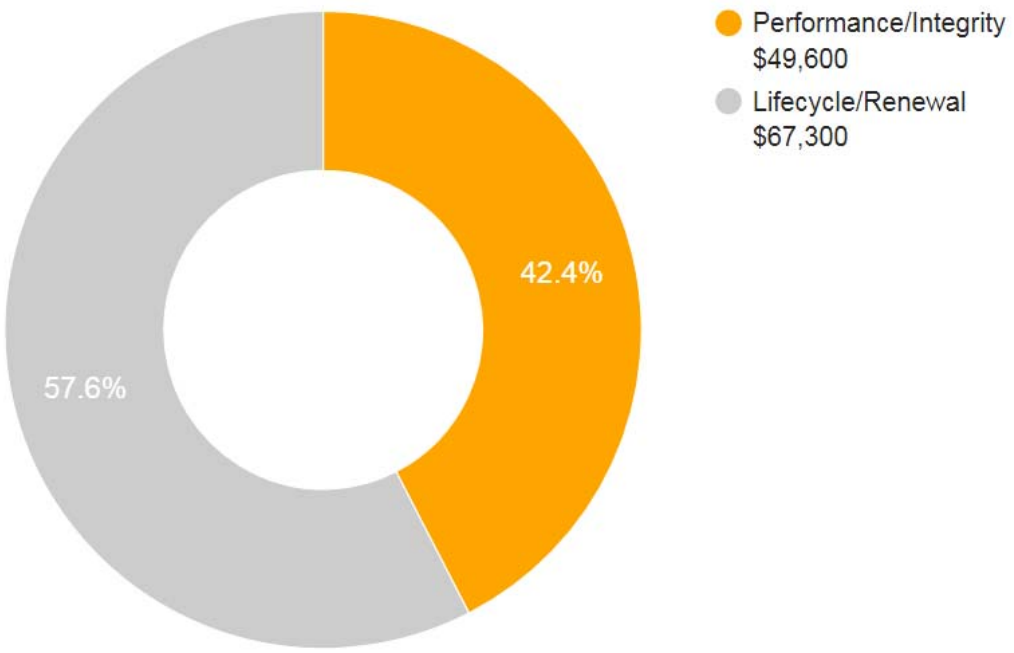
Exterior wall deemed not safe by building officials. Significant peeling paint on wood elements. - AssetCALC ID: 2968640

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions		
Safety	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $116,900

2. Building and Site Information

Systems Summary

System	Description	Condition
Structure	Conventional wood frame structure with partial foundation	Good
Façade	Painted wood with wood windows	Poor
Roof	Primary: Gable construction with asphalt shingles	Fair
Interiors	Walls: Painted gypsum board Floors: Hardwood, VCT Ceilings: Suspended ACT	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Restroom fixtures have been removed	Fair
HVAC	Electric furnace and baseboard heaters	Fair

Systems Summary

Fire Suppression	None	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8, incandescent Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Site Pavement	Asphalt and concrete sidewalks	Fair
Site Development	Building-mounted signage Site is minimally developed	Fair
Landscaping and Topography	No significant landscaping features Irrigation not present Low to moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric	Fair
Site Lighting	Pole-mounted: None Building-mounted: LED	Fair
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Reported structural issues, peeling and degraded exterior paint, building will require a renovation but future use and timeline for renovations are currently unknown.	

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	$31,147	-	$5,718	-	$36,865
Facade	-	$18,362	$2,921	-	$8,367	$29,650
Roofing	-	-	-	$2,358	$23,907	$26,265
Interiors	-	-	$9,347	$7,337	$12,791	$29,475
HVAC	-	-	$4,971	-	-	$4,971
Electrical	-	-	$22,465	-	-	$22,465
Equipment & Furnishings	-	-	-	$6,289	-	$6,289
Site Pavement	-	-	$1,622	-	-	$1,622
Site Utilities	-	-	-	$4,193	-	$4,193
TOTALS	**-**	**$49,600**	**$41,400**	**$25,900**	**$45,100**	**$162,000**

3. Property Space Use and Observed Areas

Unit Allocation

All 1,200 square feet of the property are owned and managed by the City of Oregon City. The spaces include a large open event area with a stage area, a kitchen, and a former restroom. The former club is currently unoccupied and not in use.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roofs.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The facility was originally constructed in 1923. The facility has undergone some subsequent renovations, but these do not appear to have had implications for accessibility.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

A detailed follow-up accessibility study is not included as a recommendation because the facility is currently unoccupied and not in use. Future usage of the building in unknown at this time and revisiting accessibility questions will be necessary as part of any future renovation of the property. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Buena Vista House-Closed (corner of Atkinson Park), 1601 Jackson Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	FRONT ELEVATION

2	RIGHT ELEVATION

3	REAR ELEVATION

4	LEFT ELEVATION

5	SIDEWALK

6	ROOF

7	BUILDING ENTRANCE

8	EXTERIOR WALL DETAILS

9	ELECTRIC FURNACE

10	ELECTRIC BASEBOARD HEATER

11	ELECTRICAL PANEL

12	MAIN ROOM

13	MAIN ROOM

14	STAGE

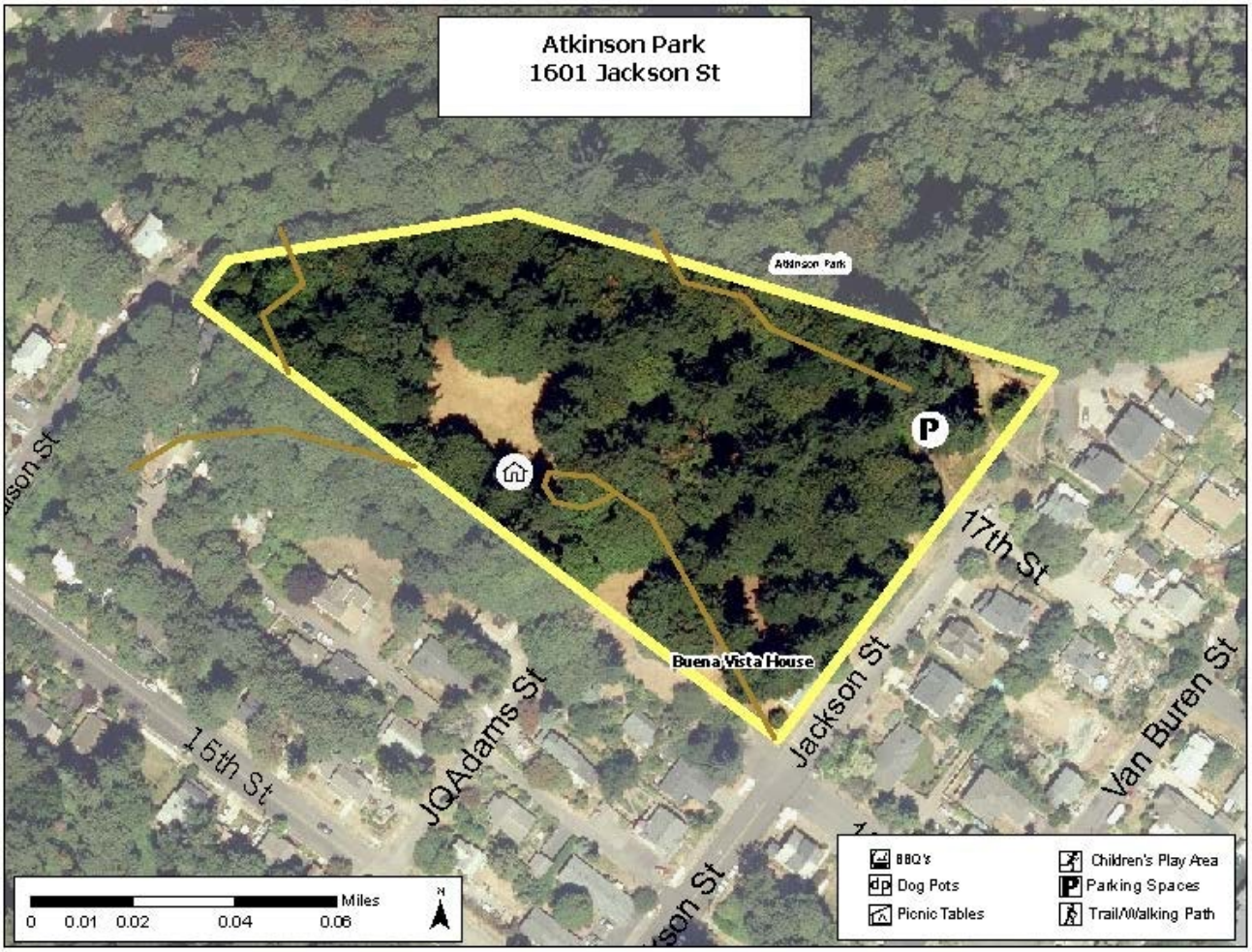
15	MAIN ROOM

16	KITCHEN

17	FORMER RESTROOM

18	BUILDING NOTICE

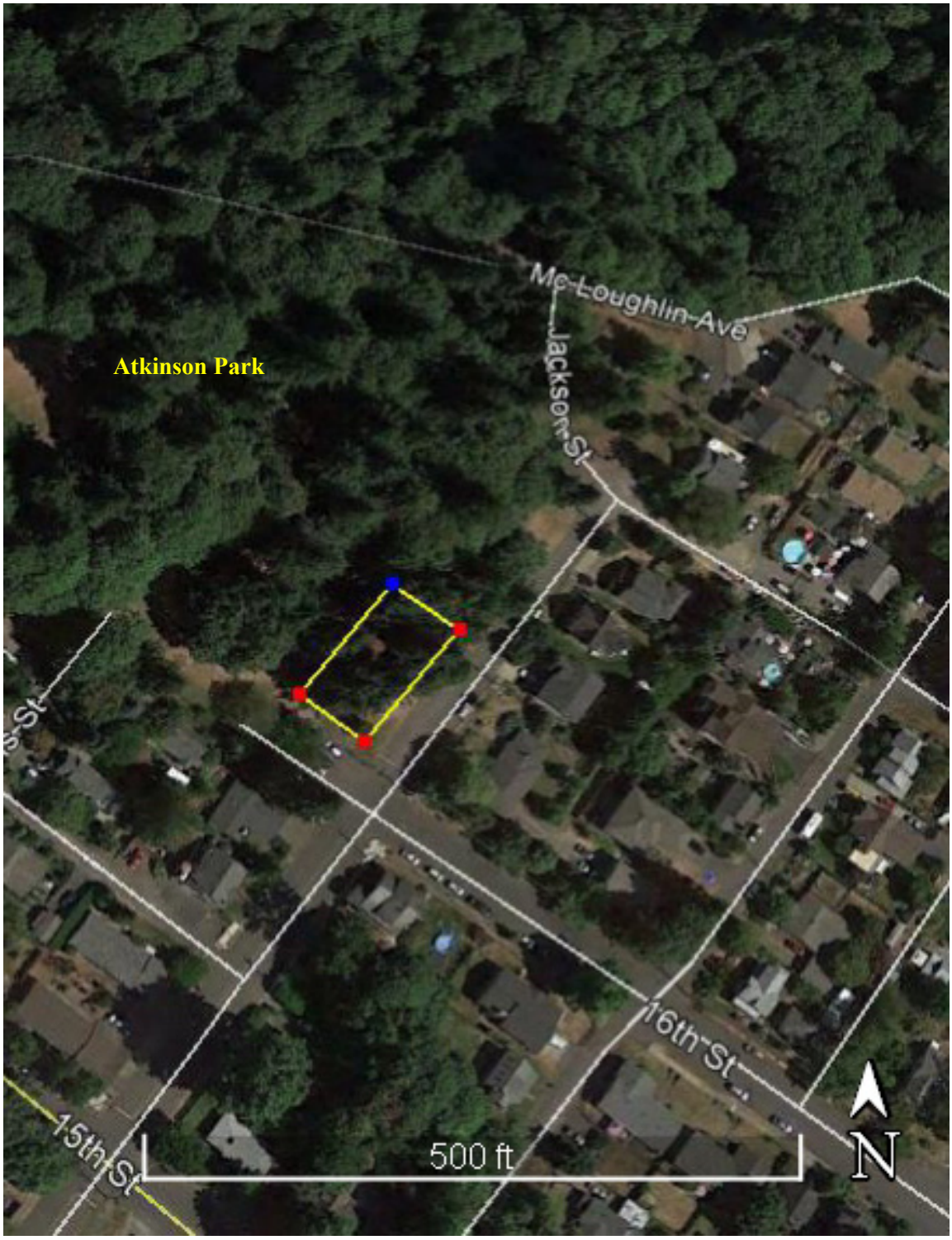
Site Plan



Project Number	Project Name
148392.21R000-017.017	Buena Vista House-Closed (corner of Atkinson Park)
Source	**On-Site Date**
Client	April 8, 2021

N

Site Plan



Project Number	Project Name
148392.21R000-017.017	Buena Vista House-Closed (corner of Atkinson Park)
Source	**On-Site Date**
Google Earth	April 8, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Buena Vista House

BV Project Number: 148392.21R000-017.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?			X	
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	NA

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			X	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			X	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

Kitchen cabinets/sink clearance

Oven with controls

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?	X			
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?	X			
3	Is there an accessible countertop/preparation space of proper width and height ?	X			
4	Is there an accessible sink space of proper width and height ?	X			
5	Does the sink faucet have compliant handles ?	X			
6	Is the plumbing piping under the sink configured to protect against contact ?	X			

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?	X			

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
A1010	Building exterior	Poor	Foundation System, Concrete or CMU Walls w/ Continuous Footings	140 LF	1	2969465
B1010	Site	Fair	Structural Flooring/Decking, Wood, Refinish	30 SF	2	2968653
B1080	Site	Fair	Stairs, Wood, Exterior, Refinish	75 SF	2	2968642
Facade						
B2010	Building exterior	Poor	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	1,550 SF	1	2968640
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	8	5	2968652
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core	2	5	2968643
Roofing						
B3010	Building exterior	Fair	Roofing, Asphalt Shingle, 30-Year Premium	1,550 SF	15	2968650
B3020	Building exterior	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	150 LF	10	2968647
Interiors						
C1070	Club House	Fair	Suspended Ceilings, Acoustical Tile (ACT)	1,200 SF	10	2968648
C2010	Club House	Fair	Wall Finishes, any surface, Prep & Paint	1,200 SF	3	2968646
C2030	Club House	Fair	Flooring, Wood, Parquetry, Refinish	950 SF	5	2968645
C2030	Kitchen	Fair	Flooring, Vinyl Tile (VCT)	150 SF	3	2968655
HVAC						
D3020	Club House	Fair	Furnace, Electric	1	3	2968649
D3020	Club House	Fair	Baseboard Heater, Electric, 6 LF	1	5	2968641
Electrical						
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	1,200 SF	5	2968656
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures [No tag/plate found]	1,200 SF	5	2968644
Equipment & Furnishings						
E2010	Kitchen	Fair	Casework, Cabinetry, Hardwood Standard	12 LF	10	2968654
Pedestrian Plazas & Walkways						
G2030	Site	Fair	Sidewalk, Concrete, Small Areas/Sections	25 SF	25	2968651
G2030	Site	Fair	Sidewalk, Asphalt, Overlay	300 SF	3	2968657
Sitework						
G4050	Site	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	6	10	2968658

Replacement Reserves Report
Buena Vista House(corner of Atkinson Park)

7/16/2021

ID	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2969465	Foundation System, Concrete or CMU Walls w/ Continuous Footings	Building exterior	75	74	1	140	LF	$216.00	$30,240		$30,240																				$30,240
2968642	Stairs, Wood, Exterior, Replace	Site	15	8	7	75	SF	$62.00	$4,650								$4,650														$4,650
2968640	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	Building exterior	10	9	1	1550	SF	$3.90	$6,045		$6,045										$6,045										$12,090
2968652	Window, Wood, up to 15 SF, Replace	Building exterior	30	28	2	8	EA	$1,430.00	$11,440			$11,440																			$11,440
2968643	Exterior Door, Wood, Solid-Core, Replace	Building exterior	25	20	5	2	EA	$1,260.00	$2,520						$2,520																$2,520
2968650	Roofing, Asphalt Shingle, 30-Year Premium, Replace	Building exterior	30	15	15	1550	SF	$9.90	$15,345																$15,345						$15,345
2968647	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Building exterior	20	10	10	150	LF	$11.70	$1,755											$1,755											$1,755
2968648	Suspended Ceilings, Acoustical Tile (ACT), Replace	Club House	25	15	10	1200	SF	$4.55	$5,460											$5,460											$5,460
2968646	Wall Finishes, any surface, Prep & Paint	Club House	10	7	3	1200	SF	$1.95	$2,340				$2,340										$2,340								$4,680
2968645	Flooring, Wood, Parquetry, Refinish	Club House	10	5	5	950	SF	$5.20	$4,940						$4,940										$4,940						$9,880
2968655	Flooring, Vinyl Tile (VCT), Replace	Kitchen	15	12	3	150	SF	$6.50	$975				$975															$975			$1,950
2968649	Furnace, Electric, Replace	Club House	20	17	3	1	EA	$4,550.00	$4,550				$4,550																		$4,550
2968656	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	35	5	1200	SF	$5.75	$6,900						$6,900																$6,900
2968644	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Throughout building	20	15	5	1200	SF	$10.40	$12,480						$12,480																$12,480
2968654	Casework, Cabinetry, Hardwood Standard, Replace	Kitchen	20	10	10	12	LF	$390.00	$4,680											$4,680											$4,680
2968657	Sidewalk, Asphalt, Overlay	Site	25	22	3	300	SF	$4.95	$1,485				$1,485																		$1,485
2968658	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	Site	20	10	10	6	EA	$520.00	$3,120											$3,120											$3,120
Totals, Unescalated										$0	$36,285	$11,440	$9,350	$0	$26,840	$0	$4,650	$0	$0	$15,015	$6,045	$0	$2,340	$0	$20,285	$0	$0	$975	$0	$0	$133,225
Totals, Escalated (3.0% inflation, compounded annually)										$0	$37,374	$12,137	$10,217	$0	$31,115	$0	$5,719	$0	$0	$20,179	$8,368	$0	$3,436	$0	$31,603	$0	$0	$1,660	$0	$0	$161,807

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Canemah Children's Park
815 4th Avenue
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-018.017

DATE OF REPORT:
July 14, 2021

ON SITE DATE:
March 23, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	815 4th Avenue, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	1.55 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Eight total spaces all in open lots; one of which is accessible.
Date(s) of Visit	March 23, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Canemah Children's Park is located at 815 4th avenue and adjacent to the Canemah bluff natural area. Originally part of the Canemah historic village, this area was an important Native American site and at one time was a thriving riverboat community.

Site and Amenities

Site amenities consists of an asphalt parking lot, concrete sidewalk, Playground areas, restroom structure, basketball court stone retaining wall, picnic tables, benches, trash receptacles and a shed. The site amenities in general are in good condition and conveys the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	-	$2,398	-	$2,398
Special Construction & Demo	-	-	-	-	$15,190	$15,190
Site Development	-	$15,170	$25,542	$47,907	$272,589	$361,208
Site Pavement	-	-	-	-	$31,899	$31,899
TOTALS	**-**	**$15,200**	**$25,600**	**$50,400**	**$319,700**	**$410,900**

Immediate Needs

Not applicable, no immediate needs identified.

Key Findings

Key Findings 0

No key findings for this set of locations.

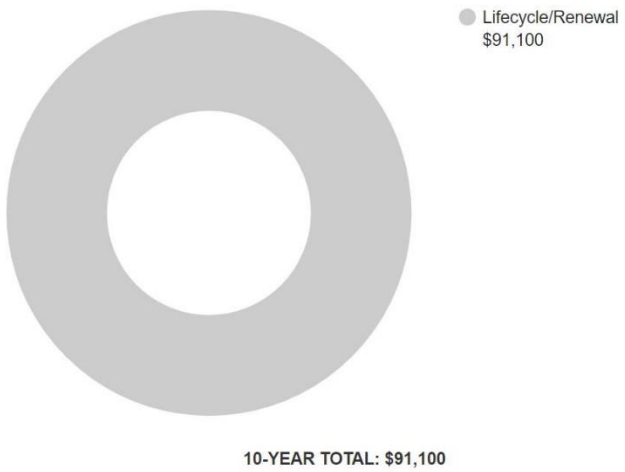
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Signage	Property Sign	1 EA	Fair
Play Structures	Very small	4 EA	Good
Play Structures	Small	1 EA	Good
Play Structures	Medium	2 EA	Good
Play Structures	Swing set	1 EA	Fair
Sports Apparatus	Basketball pole and rim	4 EA	Fair
Bike Rack	Single loop	1 EA	Fair
Trash Receptacle	Medium-Duty, Metal	2 EA	Fair
Drinking Fountain	Metal Pedestal	1 EA	Fair

General Site Information

Landscaping and Topography	Moderate landscaping features Irrigation present Low to moderate site slopes throughout
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with concrete parking curbs
Pedestrian paving and Trails	Concrete sidewalks
On-Site Amenities	Basketball Court, metal fencing, retaining wall, picnic tables & benches
Ancillary Buildings	restroom structure and shed
Fields and Lots	Unimproved play fields, play surfaces and play structures
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	No key issuers were found.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- Restroom structure was locked.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Canemah Children's Park, 815 4th Avenue, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
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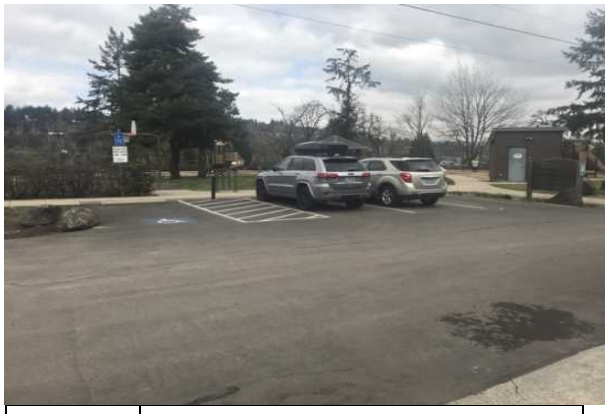
1	PROPERTY SIGN

2	NORTH PLAYING AREA

3	EAST PLAYING AREA

4	BASKETBALL COURT



5	OVERVIEW OF PARKING AREA

6	ACCESSIBLE PARKING AREA

7	SHED

8	RESTROOM STRUCTURE

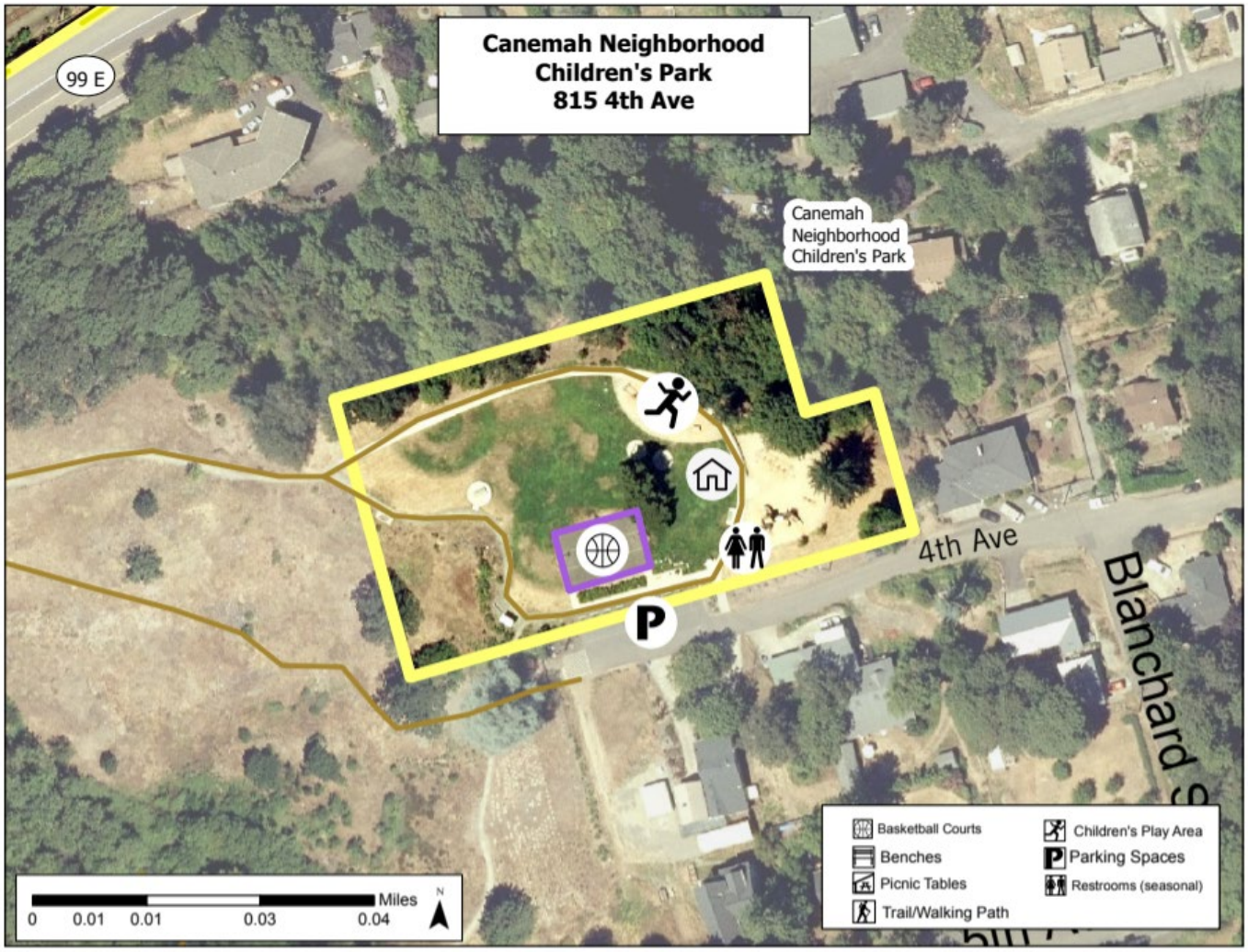
9	OVERVIEW OF PARK

10	PICNIC AREA

11	CONCRETE SIDEWALK

12	RETAINING WALL

Site Plan



Project Number	Project Name
148392.21R000-018.017	Canemah Children's Park
Source	**On-Site Date**
Orcity.org	March 23, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Canemah Children's Park BV

Project Number: 148392.21R000-018.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	NA

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	X			
2	Has the play area been reviewed for accessibility ?		X		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Metal Pedestal [No tag/plate found]	1	7	2949273
Special Construction & Demo						
F1020	Shed	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal [No tag/plate found]	300 SF	15	2949286
F1020	Restroom	Good	Restroom/Comfort Station, Permanent, w/ Plumbing (per Fixture) [No tag/plate found]	1	25	2949281
Pedestrian Plazas & Walkways						
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	4,500 SF	15	2949275
G2030	Site	Good	Sidewalk, Concrete, Small Areas/Sections	5,500 SF	30	2949278
Athletic, Recreational & Playfield Areas						
G2050	Playground	Good	Play Structure, Multipurpose, Medium	1	15	2949287
G2050	Playground	Fair	Play Structure, Swing Set, 4 Seats	1	10	2949277
G2050	Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2949284
G2050	Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	5,500 SF	2	2949270
G2050	Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2949271
G2050	Playground	Good	Play Structure, Multipurpose, Small	1	15	2949280
G2050	Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2949269
G2050	Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2949272
G2050	Playground	Good	Play Structure, Multipurpose, Medium	1	15	2949276
G2050	Basketball Court	Fair	Sports Apparatus, Basketball, Backboard/Rim/Pole [No tag/plate found]	4	10	2949283
G2050	Basketball Court	Fair	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement [No tag/plate found]	2,400 SF	10	2949266
Sitework						
G2060	Site	Fair	Retaining Wall, Concrete Masonry Unit (CMU)	320 SF	20	2949279
G2060	Site	Good	Trash Receptacle, Medium-Duty Metal or Precast [No tag/plate found]	2	18	2949285
G2060		Fair	Signage, Property, Monument	1	10	2949329
G2060	Site	Fair	Fences & Gates, Fence, Wrought Iron 4'	300 LF	25	2949282
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	3	5	2949267
G2060	Site	Fair	Picnic Table, Wood [No tag/plate found]	4	5	2949268

Replacement Reserves Report

Canemah Children's Park

7/14/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Canemah Children's Park	$0	$0	$15,171	$0	$0	$25,545	$0	$2,398	$18,115	$0	$29,795	$19,795	$0	$0	$21,630	$179,953	$0	$23,636	$3,762	$0	$70,908	**$410,707**
Grand Total	**$0**	**$0**	**$15,171**	**$0**	**$0**	**$25,545**	**$0**	**$2,398**	**$18,115**	**$0**	**$29,795**	**$19,795**	**$0**	**$0**	**$21,630**	**$179,953**	**$0**	**$23,636**	**$3,762**	**$0**	**$70,908**	**$410,707**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2949273	Drinking Fountain, Exterior/Site, Metal Pedestal, Replace	15	8	7	1	EA	$1,950.00	$1,950								$1,950														**$1,950**
F1020	2949286	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	15	15	300	SF	$32.50	$9,750																$9,750						**$9,750**
G2020	2949275	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	4500	SF	$4.55	$20,475																$20,475						**$20,475**
G2050	2949283	Sports Apparatus, Basketball, Backboard/Rim/Pole, Replace	25	15	10	4	EA	$650.00	$2,600											$2,600											**$2,600**
G2050	2949266	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Replace	25	15	10	2400	SF	$4.55	$10,920											$10,920											**$10,920**
G2050	2949270	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	5500	SF	$2.60	$14,300			$14,300			$14,300			$14,300			$14,300			$14,300			$14,300			$14,300	**$100,100**
G2050	2949277	Play Structure, Swing Set, 4 Seats, Replace	20	10	10	1	EA	$3,250.00	$3,250											$3,250											**$3,250**
G2050	2949287	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2949284	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$2,340.00	$2,340																$2,340						**$2,340**
G2050	2949271	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$7,800.00	$7,800																$7,800						**$7,800**
G2050	2949280	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	$13,000.00	$13,000																$13,000						**$13,000**
G2050	2949269	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$2,340.00	$2,340																$2,340						**$2,340**
G2050	2949272	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$7,800.00	$7,800																$7,800						**$7,800**
G2050	2949276	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2060	2949267	Park Bench, Wood/Composite/Fiberglass, Replace	20	15	5	3	EA	$1,105.00	$3,315						$3,315																**$3,315**
G2060	2949268	Picnic Table, Wood, Replace	20	15	5	4	EA	$1,105.00	$4,420						$4,420																**$4,420**
G2060	2949285	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	2	18	2	EA	$1,105.00	$2,210																			$2,210			**$2,210**
G2060	2949329	Signage, Property, Monument, Replace	20	10	10	1	EA	$5,400.00	$5,400											$5,400											**$5,400**
G2060	2949279	Retaining Wall, Concrete Masonry Unit (CMU), Replace	40	20	20	320	SF	$78.00	$24,960																					$24,960	**$24,960**
Totals, Unescalated										**$0**	**$0**	**$14,300**	**$0**	**$0**	**$22,035**	**$0**	**$1,950**	**$14,300**	**$0**	**$22,170**	**$14,300**	**$0**	**$0**	**$14,300**	**$115,505**	**$0**	**$14,300**	**$2,210**	**$0**	**$39,260**	**$274,630**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$15,171**	**$0**	**$0**	**$25,545**	**$0**	**$2,398**	**$18,115**	**$0**	**$29,795**	**$19,795**	**$0**	**$0**	**$21,630**	**$179,953**	**$0**	**$23,636**	**$3,762**	**$0**	**$70,908**	**$410,707**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Chapin Park
340 Warner Parrott Road
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
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BV CONTACT:
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Program Manager
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BV PROJECT #:
148392.21R000-020.0017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Park
Main Address	340 Warner Parrott Road, Oregon City, Oregon 97045
Site Developed	1983 Renovated 2016, 2019
Lot Size	18.57 acres (estimated)
Number of Substantial Buildings	Three
Parking Spaces	64 total spaces all in open lots; two of which are accessible.
Date(s) of Visit	March 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly
Assessment and Report Prepared By	Jonathan Levine Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The Park was constructed in 1983 and renovated in 2016 was the play structures, in 2019 the restroom building was renovated. There are three buildings on the site, the concession stand is leased and being used by the sports league.

Architectural

The Restroom Building is made of CMU block with a broom finished concrete floor and painted walls in good condition. There are no windows at this building. The exterior doors are made out of steel and are in good condition. There is an overhead door in good condition. The roof is metal and is in good condition. the interior finishes are in like new condition (The restroom was only used for a few months due to Covid-19 and is in relatively new condition).

The Concession Stand is made of CMU block with an unfinished floor and painted walls. There is an exterior overhead door in fair condition. The exterior doors are made out of steel and are in good condition. The windows are made of vinyl and are in fair condition. The roof is asphalt shingle and is in fair condition.

The Pump house is made of CMU block with an unfinished floor and painted walls. The exterior door is in excellent condition. The roof is metal and is in fair condition.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The Restroom Building has a mechanical room which contains a unit heater, distribution panel, and an electric water heater that supplies the building and is in good condition. The toilet, sink, urinal, and toilet partitions are in good condition. There is a main distribution panel. The lighting inside of the building was linear fluorescent lighting. There is no fire suppression in the building.
The Pump house had a backflow preventer in fair condition. There are electric baseboard heaters that are in fair condition. There was a pump, and an expansion tank that were in good condition and a distribution panel in fair condition. There is no fire suppression system in the building.

Site and Amenities

There are sections of the sidewalk scattered throughout the site that is in poor condition and is recommended to be replaced. There are two major sections of playgrounds located on the east and west side of the site with wood chips and rubber tile flooring. The site is furnished with benches, bleachers, trash receptacles, and drinking fountains. There is a baseball field with a dugout area used for sports leagues. There was a gazebo/shaded structure located at the site in fair condition. There is chain link fencing throughout the property.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$11,954	$16,646	$28,600
Roofing	-	-	-	$5,975	$42,070	$48,045
Interiors	-	-	-	$6,669	$15,601	$22,270
Plumbing	$6,760	-	-	$27,791	$46,346	$80,897
HVAC	-	-	-	-	$2,655	$2,655
Electrical	-	-	$3,767	$9,259	$11,951	$24,977
Equipment & Furnishings	-	-	-	-	$4,448	$4,448
Special Construction & Demo	-	-	-	-	$107,435	$107,435
Site Development	-	$19,308	$64,778	$44,803	$786,317	$915,206
Site Pavement	$780	$736	$27,934	$237,273	$283,461	$550,184
Site Utilities	-	-	-	-	$6,196	$6,196
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$17,300**	**$20,100**	**$96,500**	**$343,800**	**$1,323,200**	**$1,800,900**

Immediate Needs

Facility/Building	Total Items	Total Cost
Chapin Park	1	$6,800
Site	2	$10,600
Total	**3**	**$17,400**

Chapin Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2948564	Chapin Park	In well bldg.- off Hein Street	D2010	Backflow Preventer, Domestic Water, 3 IN, Replace	NA	Performance/Integrity	$6,800
Total (1 items)							**$6,800**

Site

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2949327	Chapin Park / Site	Site	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
2925441	Chapin Park / Site	Site	G2030	Sidewalk, Concrete, Small Areas/Sections, Replace	Poor	Safety	$800
Total (2 items)							**$10,600**

Key Findings

Include/Exclude

Sidewalk in **Poor** condition.

Concrete, Small Areas/Sections (Uniformat Code: G2030)

Site Chapin Park Site

Recommendation: **Replace** in 2021.

Concrete sidewalk trip hazards found near park entrance due to cracked and uneven concrete pavement

AssetCalc ID: 2925441

Priority Score **94.9**

Plan Type: Safety

Cost Estimate: $ 800

$$$$

Include/Exclude

Sidewalk in **Poor** condition.

Asphalt (Uniformat Code: G2030)

Site Chapin Park Site

Recommendation: **Repair** in 2022.

Spalled asphalt sidewalk pavement near north end

AssetCalc ID: 2925444

Priority Score **85.8**

Plan Type: Performance/Integrity

Cost Estimate: $ 700

$$$$

Include/Exclude

Backflow Preventer

Wilkins 975 (Uniformat Code: D2010)

Chapin Park In well bldg.- off Hein Street

Recommendation: **Replace** in 2021.

A backflow is recommended to be replaced.

AssetCalc ID: 2948564

Priority Score **84.9**

Plan Type: Performance/Integrity

Cost Estimate: $ 6,800

$$$$

Include/Exclude

ADA Miscellaneous

Level III Study, Includes Measurements (Uniformat Code: Y1090)

Site Chapin Park Site

Recommendation: **Evaluate/Report** in 2021.

AssetCalc ID: 2949327

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 9,800

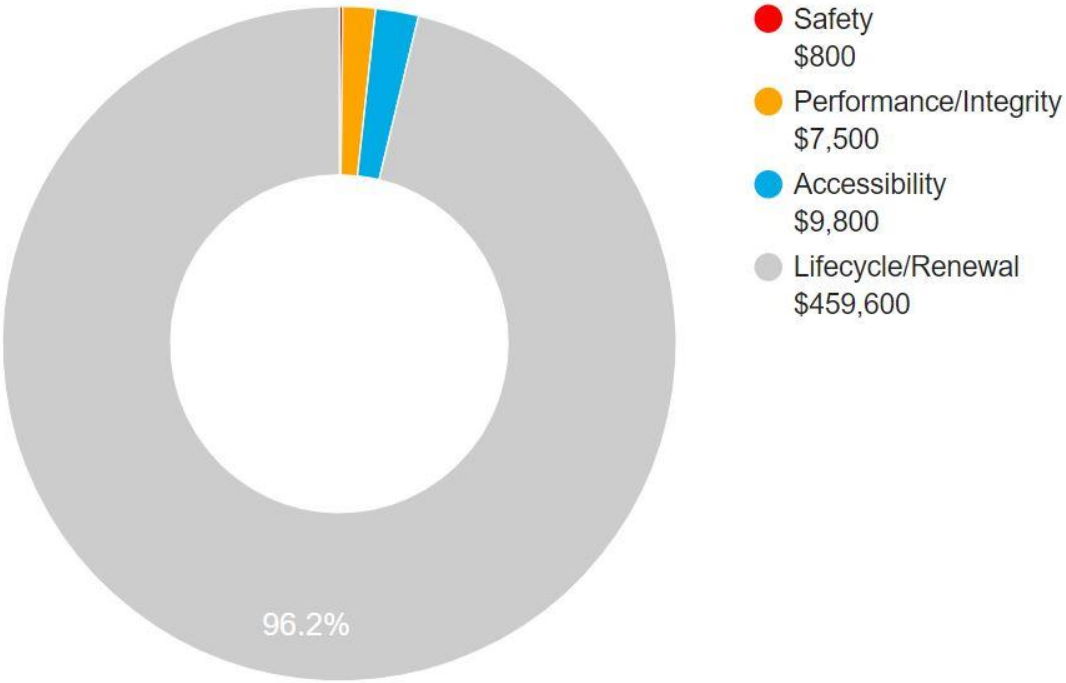
$$$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $477,700

2. Restroom Building

Restroom Building: Systems Summary		
Address	340 Warren Parrott Road, Oregon City, Oregon 97045	
Constructed/Renovated	1983/2019	
Building Size	1,100 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Good
Façade	Painted wood with no windows	Good
Roof	Primary: Gable construction with metal finish	Good
Interiors	Walls: Painted CMU Floors: Unfinished Ceilings: Painted gypsum board	Good
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Electric water heaters Toilets, urinals, and sinks in all restrooms	Good
HVAC	Exhaust fans	Good

Restroom Building: Systems Summary

Fire Suppression	No fire suppression present.	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Good
Fire Alarm	No fire alarm present.	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	The restroom lighting should have an upgrade to LED.	

Restroom Building: Systems Expenditure Forecast

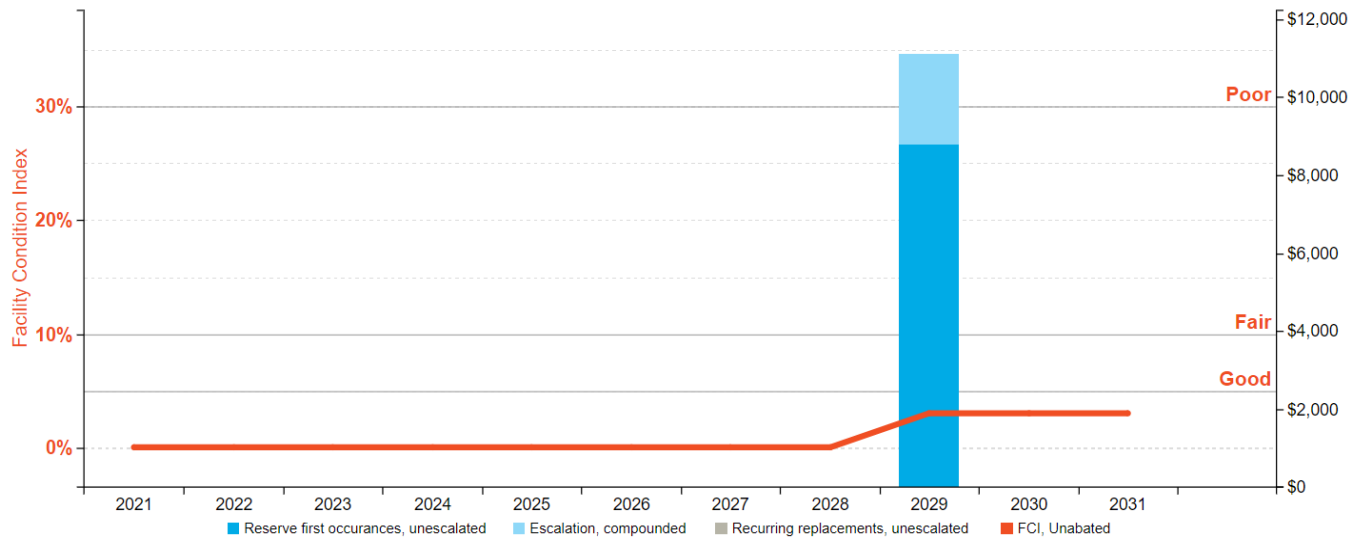
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$4,446	$5,975	$10,421
Roofing	-	-	-	-	$2,390	$2,390
Interiors	-	-	-	$6,669	$15,601	$22,270
Plumbing	-	-	-	-	$32,024	$32,024
HVAC	-	-	-	-	$3,609	$3,609
Electrical	-	-	-	-	$11,951	$11,951
Site Utilities	-	-	-	-	$6,196	$6,196
TOTALS	**-**	**-**	**-**	**$11,200**	**$77,800**	**$89,000**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Chapin Park Restrooms

Replacement Value: $ 331,485; Inflation rate: 3.0%



3. Concession Stand

Concession Stand: Systems Summary		
Address	340 Warner Parrott Road, Oregon City, Oregon 97045	
Constructed/Renovated	1983	
Building Size	650 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Fair
Façade	Painted CMU with vinyl windows	Fair
Roof	Primary: Gable construction with asphalt shingles	Fair
Interiors	Walls: Painted CMU Floors: Unfinished Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	No plumbing present.	--
HVAC	No HVAC present.	--

Concession Stand: Systems Summary

Fire Suppression	No fire suppression present.	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Fair
Fire Alarm	No fire alarm present.	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No key issues were observed	

Concession Stand: Systems Expenditure Forecast

System Expenditure Forecast

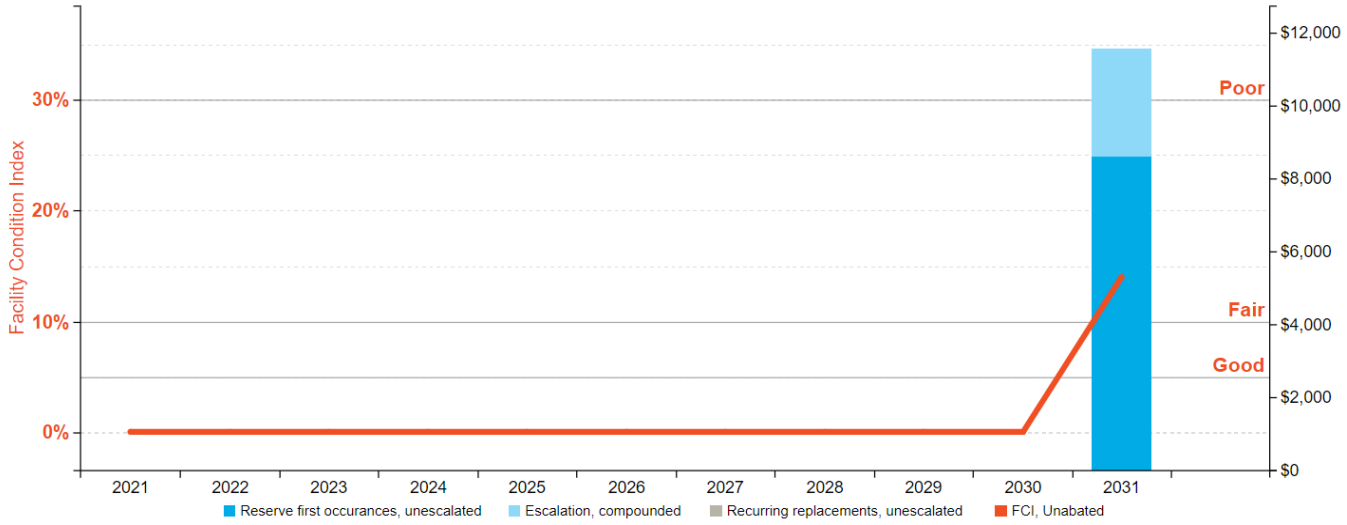
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$5,590	$8,093	$13,683
Roofing	-	-	-	$5,975	-	$5,975
TOTALS	**-**	**-**	**-**	**$11,600**	**$8,100**	**$19,700**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Concession Stand: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Chapin Park Concessions Stand

Replacement Value: $ 80,000; Inflation rate: 3.0%



4. Pump House

Pump House: Systems Summary

Address	340 Warner Parrott Road, Oregon City, Oregon 97045	
Constructed/Renovated	1983	
Building Size	250 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Good
Façade	Painted CMU with no windows	Good
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Unfinished Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	No plumbing present.	--
HVAC	Central System with baseboard heaters	Fair

Pump House: Systems Summary

Fire Suppression	No fire suppression present.	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8Emergency: N/A	Fair
Fire Alarm	No fire alarm present.	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No key issues were found at this time.	

Pump House: Systems Expenditure Forecast

System Expenditure Forecast

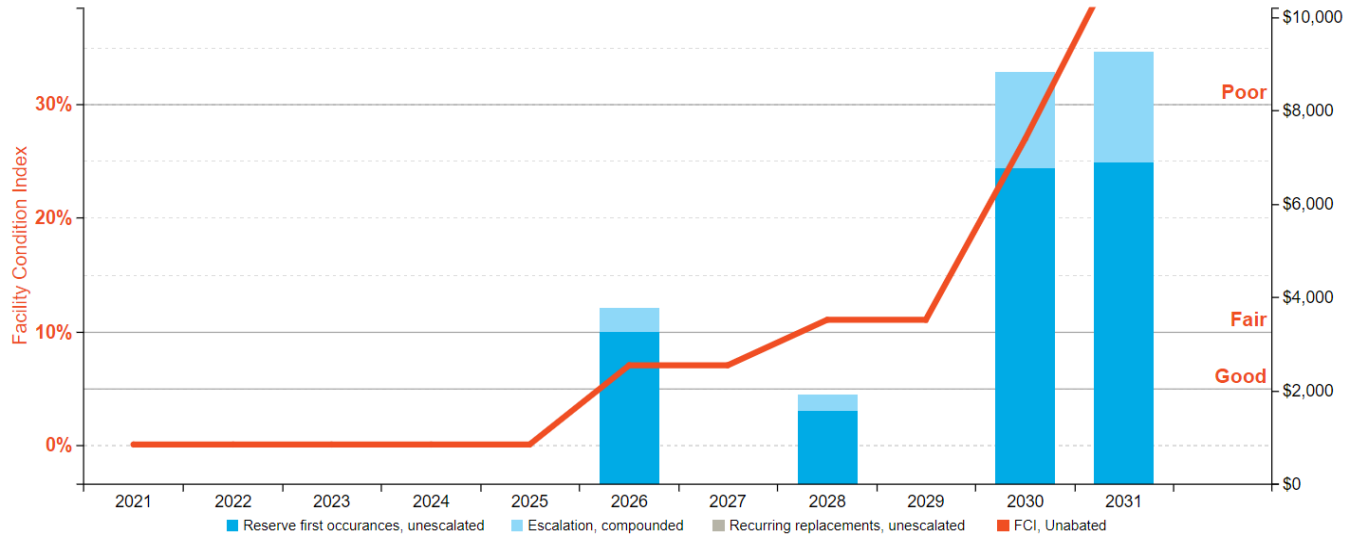
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$1,918	$2,578	$4,496
Roofing	-	-	-	-	-	-
Plumbing	-	-	-	$8,820	$14,322	$23,142
HVAC	-	-	-	-	-	-
Electrical	-	-	$3,767	$9,259	-	$13,026
TOTALS	**-**	**-**	**$3,800**	**$20,000**	**$16,900**	**$40,700**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Pump House: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Chapin Park Pump House

Replacement Value: $ 54,120; Inflation rate: 3.0%



5. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structure	Multipurpose Small	1 EA	Good
Play Structure Flooring	Rubber Tile	2,100 SF	Fair
Play Structure	Swing Set, 4 Seats	1 EA	Fair
Play Structure	Multipurpose	1 EA	Good
Sport Apparatus	Soccer	4 EA	Good
Fence	Chain Link	4,000 SF	Fair
Trash Receptacle	Light Duty	7 EA	Fair
Campground Accessories	Grill	1 EA	Fair
Sports Apparatus	Soccer	2 EA	Fair
Shed	Wood	1,000 SF	Fair

General Site Information

Drinking Fountain	Drinking Fountain	2 EA	Fair
Bleachers	Fixed Steel Frame	20 EA	Fair
Play Structure	Swing Set, 4 seats	1 EA	Fair
Trash Receptacle	Medium Duty	4 EA	Fair
Bench	Wood	14 EA	Fair
Sports Apparatus	Soccer Goal	2 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes		
Pedestrian paving and Trails	Concrete sidewalks, asphalt sidewalk		
On-Site Amenities	Chain link fencing		
Ancillary Buildings	Shaded Structure/Gazebo		
Fields and Lots	Baseball fields with natural turf, dugouts, play surfaces, play structure		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.		
Key Issues and Findings	Some sidewalks throughout the site are recommended to be replaced.		

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Roofing	-	-	-	-	$39,680	$39,680
Plumbing	-	-	-	$18,971	-	$18,971
Equipment & Furnishings	-	-	-	-	$4,448	$4,448
Special Construction & Demo	-	-	-	-	$107,435	$107,435
Site Development	-	$19,308	$64,778	$44,803	$786,317	$915,206
Site Pavement	$780	$736	$27,934	$237,273	$283,461	$550,184
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$10,600**	**$20,100**	**$92,800**	**$301,100**	**$1,221,400**	**$1,646,000**

6. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- Concession Stand Interior, No key access

7. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The Park was originally constructed in 1983 and renovated in 2016 and 2019. The restroom building was added in 2019.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

A detailed follow-up accessibility study is included as a recommendation because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

8. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

9. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

10. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Chapin Park, 340 Warner Parrott Road, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	RESTROOM OVERVIEW

2	CONCESSION STAND OVERVIEW

3	PUMP HOUSE OVERVIEW

4	CONCESSION STAND EXTERIOR DOOR, STEEL

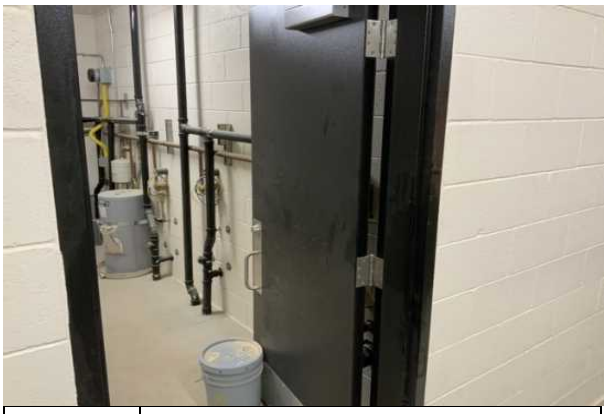
5	RESTROOM EXTERIOR DOOR, STEEL

6	OVERHEAD/DOCK DOOR, ALUMINUM

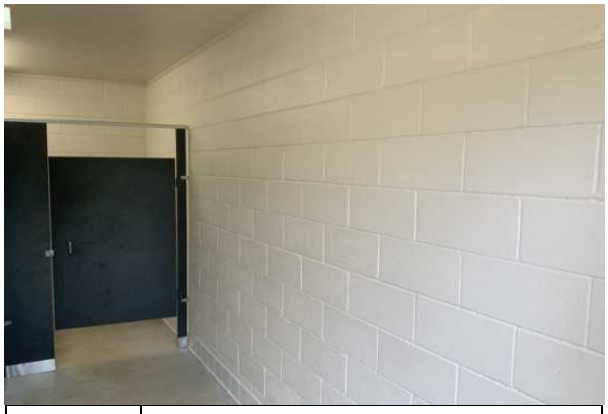
7	RESTROOM ROOFING, METAL

8	PUMP HOUSE ROOFING, METAL

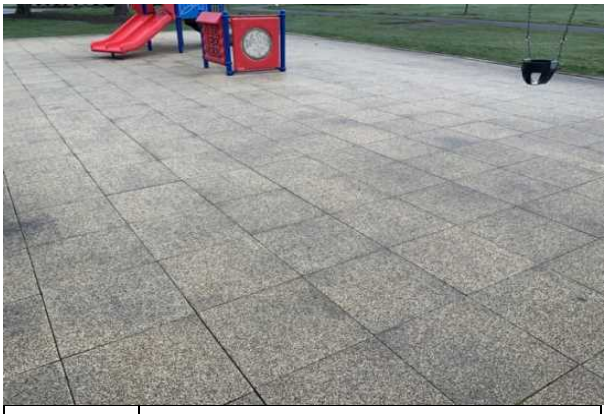
9	ROOFING, ASPHALT SHINGLE



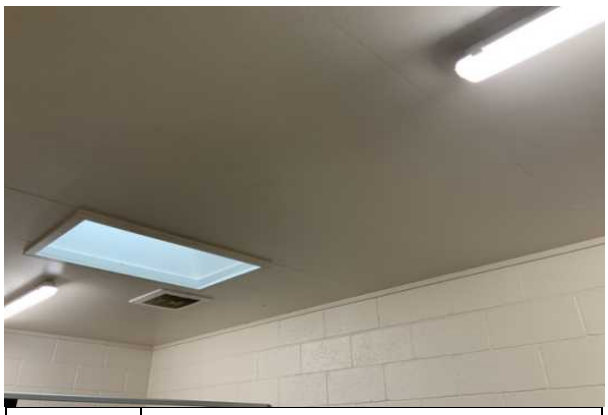
10	INTERIOR DOOR, STEEL



11	WALL FINISHES



12	PLAY SURFACE FLOORING, RUBBER TILE



13	CEILING FINISHES, PAINT

14	PUMP, DOMESTIC WATER

15	WATER HEATER, ELECTRIC

16	BACKFLOW PREVENTER, DOMESTIC WATER

17	TOILET

18	SINK/LAVATORY

19	DRINKING FOUNTAIN

20	URINAL

21	UNIT HEATER, ELECTRIC

22	BASEBOARD HEATER, ELECTRIC

23	BOILER EXPANSION TANK

24	RESTROOM DISTRIBUTION PANEL

25	PUMP HOUSE DISTRIBUTION PANEL

26	BLEACHER, FIXED STEEL FRAME

27	SHED/GAZEBO/SHADE STRUCTURE

28	PARKING LOT, PAVEMENT, ASPHALT

29	PARKING LOT, PAVEMENT

30	SIDEWALK, ASPHALT, REPLACE

31	SIDEWALK, ASPHALT

32	SIDEWALK, CONCRETE

33	SPORTS APPARATUS, PLAYER/DUGOUT BENCHES

34	SPORTS APPARATUS, SOCCER, REGULATION GOAL

35	PLAY STRUCTURE, MULTIPURPOSE

36	PLAY STRUCTURE, SWING SET

37	FENCE, CHAIN LINK

38	TRASH RECEPTACLE, MEDIUM-DUTY

39	PARK BENCH, WOOD

40	EXTERIOR FIXTURE

41	EXTERIOR FIXTURE

42	BASEBALL FIELD

Site Plan

Project Number	Project Name
148392.21R000-020.017	Chapin Park
Source	**On-Site Date**
Google	March 10, 2021

N

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Chapin Park

BV Project Number: 148392.21R000-020.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.			X	No PSQ received
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.	X			
3	Has building ownership/management reported any ADA complaints or litigation?		X		

Site: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Campus Parking				☒
General Exterior Route		Path: parking to park		☐
Site Restrooms				☒
Playgrounds & Pools		Swings and west playground		☐
Site Amenities				☒

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Site Accessibility: Photographic Overview

1 - ACCESSIBLE PARKING AREA

2 – ACCESSIBLE PARKING STALL

3 - PATH OF TRAVEL FROM ADA PARKING TO PARK

4 - CURB CUT

5 – RESTROOM ENTRANCE

6 – ENTRANCE DOOR HARDWARE

Site Accessibility: Photographic Overview

7 – ACCESSIBLE RESTROOM ACCOMMODATIONS

8 - ACCESSIBLE RESTROOM ACCOMMODATIONS

9 - ACCESSIBLE ROUTE TO PLAYGROUND

10 – LACK OF ACCESSIBLE ROUTE TO PLAYGROUND

11 - ACCESSIBLE ROUTE TO CONCESSIONS STAND

12 – ACCESSIBLE ROUTE TO PICNIC SHELTER

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations - Maneuvering door clearance areas with excessive slopes	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door-knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

Component Condition Report | Chapin Park / Pump House

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Good	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	400 SF	7	2925437
B2050	Building exterior	Excellent	Exterior Door, Steel, Standard	1	39	2925449
Roofing						
B3010	Roof	Fair	Roofing, Metal	230 SF	25	2925446
Plumbing						
D2010	Pump house	Fair	Backflow Preventer, Domestic Water	1	9	2925471
D2010	Pump house	Good	Pump, Circulation/Booster, Domestic Water	1	20	2925457
HVAC						
D3020	Pump house	Good	Boiler Supplemental Components, Expansion Tank	1	33	2925435
Electrical						
D5020	Pump house	Fair	Distribution Panel, 120/240 V	1	5	2925475
D5030	Pump House	Fair	Variable Frequency Drive, VFD, by HP of Motor, 5 HP	1	10	2925420

Component Condition Report | Chapin Park / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Good	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	900 SF	8	2925430
B2050	Building exterior	Good	Overhead/Dock Door, Aluminum, 12'x12' (144 SF)	1	28	2925456
B2050	Building exterior	Good	Exterior Door, Steel, Standard	4	38	2925422
Roofing						
B3010	Roof	Good	Roofing, Metal	1,100 SF	38	2925432
B3020	Roof	Good	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	120 LF	18	2925427
B3060	Roof	Good	Roof Skylight, per unit, up to 20 SF	2	28	2925483
Interiors						
C1090	Restrooms	Good	Toilet Partitions, Plastic/Laminate	4	18	2925448
C2010	Throughout building	Good	Wall Finishes, any surface, Prep & Paint	1,500 SF	8	2925439
C2050	Throughout building	Good	Ceiling Finishes, any flat surface, Prep & Paint	900 SF	8	2925423
Plumbing						
D2010	Restrooms	Good	Toilet, Commercial Water Closet	4	28	2925476
D2010	Restrooms	Good	Sink/Lavatory, Wall-Hung, Enameled Steel	4	28	2925433
D2010	Building exterior	Good	Drinking Fountain, Wall-Mounted, Single-Level	2	13	2925442
D2010	Restrooms	Good	Urinal, Standard	2	28	2925463

Component Condition Report | Chapin Park / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D2010	Mechanical room	Good	Water Heater, Electric, Commercial (12 kW)	1	18	2925468
D2010	Throughout building	Good	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	900 SF	38	2925426
HVAC						
D3020	Mechanical room	Good	Unit Heater, Electric	1	18	2925481
Electrical						
D5020	Mechanical room	Good	Distribution Panel, 120/240 V	1	28	2925479
D5040	Throughout building	Good	Interior Lighting System, Full Upgrade, LED	900 SF	18	2925473
Sitework						
G4050	Building exterior	Good	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	7	18	2925478

Component Condition Report | Chapin Park / Concessions Stand

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2020	Building exterior	Fair	Screens & Shutters, Rolling Security Shutter, 10 to 50 SF	2	12	2925451
B2020	Building exterior	Fair	Window, Vinyl-Clad Double-Glazed, up to 15 SF	3	15	2925467
B2050	Building exterior	Good	Exterior Door, Steel, Standard	1	35	2925462
B2050	Building exterior	Fair	Overhead/Dock Door, Steel, 12'x12' (144 SF)	1	10	2925452
Roofing						
B3010	Roof	Fair	Roofing, Asphalt Shingle, 20-Year Standard	650 SF	10	2925477

Component Condition Report | Chapin Park / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Roofing						
B3010	Baseball Fields	Fair	Roofing, Metal	1,300 SF	20	2925434
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	2	7	2925421
D2030	West Playground	Good	Pump, Sump, 3 HP	1	10	2925950
Equipment & Furnishings						
E2010	Site	Fair	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat)	20	12	2925465
Special Construction & Demo						
F1020	Site	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard	1,000 SF	17	2925461
Pedestrian Plazas & Walkways						
G2010	Walking Trail	Fair	Roadways, Pavement, Asphalt, Seal & Stripe	12,500 SF	3	2925425
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	31,200 SF	12	2925424

Component Condition Report | Chapin Park / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	31,200 SF	3	2925431
G2030	Site	Poor	Sidewalk, Concrete, Small Areas/Sections	30 SF	0	2925441
G2030	Site	Fair	Sidewalk, Asphalt	23,300 SF	7	2925459
G2030	Site	Poor	Sidewalk, Asphalt, Repair	100 SF	1	2925444
Athletic, Recreational & Playfield Areas						
G2050	East Playground	Good	Play Structure, Multipurpose, Very Small	1	15	2925438
G2050	East Playground	Fair	Athletic Surfaces & Courts, Track Surface, Rubber	2,100 SF	3	2925455
G2050	Site	Good	Sports Apparatus, Soccer, Movable Practice Goal	4	10	2925458
G2050	West Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	5,300 SF	2	2925480
G2050	Swings	Fair	Playfield Surfaces, Chips Wood, 6" Depth	1,700 SF	2	2925450
G2050	West Playground	Good	Play Structure, Multipurpose, Large	1	15	2925484
G2050	West Playground	Good	Play Structure, Multipurpose, Small	1	15	3141277
G2050	Baseball Fields	Fair	Sports Apparatus, Player/Dugout Benches, 12' Length	8	7	2925474
G2050	Site	Fair	Sports Apparatus, Soccer, Movable Practice Goal	2	3	2925466
G2050	East Playground	Fair	Play Structure, Swing Set, 2 Seats	1	5	2925454
G2050	East Playground	Good	Play Structure, Multipurpose, Small	1	15	2925428
G2050	Playground	Fair	Play Structure, Swing Set, 4 Seats	1	7	2925440
G2050	Site	Fair	Sports Apparatus, Soccer, Regulation Goal	2	3	2925469
Sitework						
G2060	Baseball Fields	Fair	Fences & Gates, Fence, Chain Link 8'	1,000 LF	20	2925453
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 6'	4,000 LF	25	2925436
G2060	Site	Fair	Trash Receptacle, Portable/Light-Duty	7	3	2925445
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	4	10	2925443
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	14	3	2925447
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted	1	12	2925460
G2080	Site	Fair	Irrigation System, Pop-Up Spray Heads, Commercial, Replacement Allowance	250,000 SF	12	2925429
Accessibility						
Y1090	Site	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2949327

Component Condition Report | Chapin Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	In well bldg.- off Hein Street	NA	Backflow Preventer, Domestic Water, 3 IN	1	0	2948564

Replacement Reserves Report

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Chapin Park	$6,760	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$6,760**
Chapin Park / Concessions Stand	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$11,566	$0	$4,448	$0	$0	$3,646	$0	$0	$0	$0	$0	**$19,660**
Chapin Park / Pump House	$0	$0	$0	$0	$0	$3,768	$0	$1,919	$0	$8,820	$9,260	$0	$0	$0	$0	$0	$0	$2,578	$0	$0	$14,322	**$40,667**
Chapin Park / Restrooms	$0	$0	$0	$0	$0	$0	$0	$0	$11,116	$0	$0	$0	$0	$4,582	$0	$0	$0	$0	$72,216	$0	$0	**$87,913**
Chapin Park / Site	$10,530	$736	$19,308	$67,852	$0	$24,866	$0	$228,369	$55,440	$0	$17,244	$25,193	$673,002	$57,588	$27,529	$116,458	$0	$137,517	$52,817	$0	$131,250	**$1,645,700**
Grand Total	**$17,290**	**$736**	**$19,308**	**$67,852**	**$0**	**$28,634**	**$0**	**$230,288**	**$66,555**	**$8,820**	**$38,069**	**$25,193**	**$677,450**	**$62,170**	**$27,529**	**$120,104**	**$0**	**$140,095**	**$125,033**	**$0**	**$145,573**	**$1,800,700**

Chapin Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2948564	Backflow Preventer, Domestic Water, 3 IN, Replace	30	30	0	1	EA	$6,760.00	$6,760	$6,760																					**$6,760**
Totals, Unescalated										**$6,760**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$6,760**
Totals, Escalated (3.0% inflation, compounded annually)										**$6,760**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$6,760**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Chapin Park / Concessions Stand

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2020	2925467	Window, Vinyl-Clad Double-Glazed, up to 15 SF, Replace	30	15	15	3	EA	$780.00	$2,340																$2,340						**$2,340**
B2020	2925451	Screens & Shutters, Rolling Security Shutter, 10 to 50 SF, Replace	20	8	12	2	EA	$1,560.00	$3,120													$3,120									**$3,120**
B2050	2925452	Overhead/Dock Door, Steel, 12'x12' (144 SF), Replace	30	20	10	1	EA	$4,160.00	$4,160											$4,160											**$4,160**
B3010	2925477	Roofing, Asphalt Shingle, 20-Year Standard, Replace	20	10	10	650	SF	$6.84	$4,446											$4,446											**$4,446**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$8,606**	**$0**	**$3,120**	**$0**	**$0**	**$2,340**	**$0**	**$0**	**$0**	**$0**	**$0**	**$14,066**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$11,566**	**$0**	**$4,448**	**$0**	**$0**	**$3,646**	**$0**	**$0**	**$0**	**$0**	**$0**	**$19,660**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Chapin Park / Pump House

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2925437	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	3	7	400	SF	$3.90	$1,560								$1,560										$1,560				**$3,120**
D2010	2925457	Pump, Circulation/Booster, Domestic Water, Replace	25	5	20	1	EA	$7,930.00	$7,930																					$7,930	**$7,930**
D2010	2925471	Backflow Preventer, Domestic Water, Replace	30	21	9	1	EA	$6,760.00	$6,760										$6,760												**$6,760**
D5020	2925475	Distribution Panel, 120/240 V, Replace	30	25	5	1	EA	$3,250.00	$3,250						$3,250																**$3,250**
D5030	2925420	Variable Frequency Drive, VFD, by HP of Motor, 5 HP, Replace	20	10	10	1	EA	$6,890.00	$6,890											$6,890											**$6,890**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$3,250**	**$0**	**$1,560**	**$0**	**$6,760**	**$6,890**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,560**	**$0**	**$0**	**$7,930**	**$27,950**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$3,768**	**$0**	**$1,919**	**$0**	**$8,820**	**$9,260**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,578**	**$0**	**$0**	**$14,322**	**$40,667**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Chapin Park / Restrooms

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2925430	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	2	8	900	SF	$3.90	$3,510									$3,510										$3,510			**$7,020**
B3020	2925427	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	2	18	120	LF	$11.70	$1,404																			$1,404			**$1,404**
C1090	2925448	Toilet Partitions, Plastic/Laminate, Replace	20	2	18	4	EA	$975.00	$3,900																			$3,900			**$3,900**
C2010	2925439	Wall Finishes, any surface, Prep & Paint	10	2	8	1500	SF	$1.95	$2,925									$2,925										$2,925			**$5,850**
C2050	2925423	Ceiling Finishes, any flat surface, Prep & Paint	10	2	8	900	SF	$2.60	$2,340									$2,340										$2,340			**$4,680**
D2010	2925468	Water Heater, Electric, Commercial (12 kW), Replace	20	2	18	1	EA	$16,120.00	$16,120																			$16,120			**$16,120**
D2010	2925442	Drinking Fountain, Wall-Mounted, Single-Level, Replace	15	2	13	2	EA	$1,560.00	$3,120														$3,120								**$3,120**
D3020	2925481	Unit Heater, Electric, Replace	20	2	18	1	EA	$1,560.00	$1,560																			$1,560			**$1,560**
D5040	2925473	Interior Lighting System, Full Upgrade, LED, Replace	20	2	18	900	SF	$7.80	$7,020																			$7,020			**$7,020**
G4050	2925478	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	2	18	7	EA	$520.00	$3,640																			$3,640			**$3,640**
Totals, Unescalated											**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$8,775**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$42,419**	**$0**	**$0**	**$54,314**
Totals, Escalated (3.0% inflation, compounded annually)											**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$11,116**	**$0**	**$0**	**$0**	**$0**	**$4,582**	**$0**	**$0**	**$0**	**$0**	**$72,216**	**$0**	**$0**	**$87,913**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Chapin Park / Site

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B3010	2925434	Roofing, Metal, Replace	40	20	20	1300	SF	$16.90	$21,970																					$21,970	**$21,970**
D2010	2925421	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	8	7	2	EA	$4,680.00	$9,360								$9,360														**$9,360**
D2030	2925950	Pump, Sump, 3 HP, Replace	15	5	10	1	EA	$5,551.00	$5,551											$5,551											**$5,551**
E2010	2925465	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat), Replace	25	13	12	20	EA	$156.00	$3,120													$3,120									**$3,120**
F1020	2925461	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard, Replace	30	13	17	1000	SF	$65.00	$65,000																		$65,000				**$65,000**
G2010	2925425	Roadways, Pavement, Asphalt, Seal & Stripe	5	2	3	12500	SF	$0.59	$7,313				$7,313					$7,313					$7,313					$7,313			**$29,250**
G2020	2925431	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	2	3	31200	SF	$0.59	$18,252				$18,252					$18,252					$18,252					$18,252			**$73,008**
G2020	2925424	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	13	12	31200	SF	$4.55	$141,960													$141,960									**$141,960**
G2030	2925441	Sidewalk, Concrete, Small Areas/Sections, Replace	50	50	0	30	SF	$26.00	$780	$780																					**$780**
G2030	2925444	Sidewalk, Asphalt, Repair	25	24	1	100	SF	$7.15	$715		$715																				**$715**
G2030	2925459	Sidewalk, Asphalt, Replace	25	18	7	23300	SF	$7.15	$166,595								$166,595														**$166,595**
G2050	2925455	Athletic Surfaces & Courts, Track Surface, Rubber, Replace	10	7	3	2100	SF	$6.50	$13,650				$13,650										$13,650								**$27,300**
G2050	2925466	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	12	3	2	EA	$910.00	$1,820				$1,820															$1,820			**$3,640**
G2050	2925469	Sports Apparatus, Soccer, Regulation Goal, Replace	20	17	3	2	EA	$3,250.00	$6,500				$6,500																		**$6,500**
G2050	2925474	Sports Apparatus, Player/Dugout Benches, 12' Length, Replace	15	8	7	8	EA	$810.00	$6,480								$6,480														**$6,480**
G2050	2925458	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	5	10	4	EA	$910.00	$3,640											$3,640											**$3,640**
G2050	2925480	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	5300	SF	$2.60	$13,780			$13,780			$13,780			$13,780			$13,780			$13,780			$13,780			$13,780	**$96,460**
G2050	2925450	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	1700	SF	$2.60	$4,420			$4,420			$4,420			$4,420			$4,420			$4,420			$4,420			$4,420	**$30,940**
G2050	2925454	Play Structure, Swing Set, 2 Seats, Replace	20	15	5	1	EA	$3,250.00	$3,250						$3,250																**$3,250**
G2050	2925440	Play Structure, Swing Set, 4 Seats, Replace	20	13	7	1	EA	$3,250.00	$3,250								$3,250														**$3,250**
G2050	2925438	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2050	2925484	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	$45,500.00	$45,500																$45,500						**$45,500**
G2050	3141277	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	$13,000.00	$13,000																$13,000						**$13,000**
G2050	2925428	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	$13,000.00	$13,000																$13,000						**$13,000**
G2060	2925445	Trash Receptacle, Portable/Light-Duty, Replace	15	12	3	7	EA	$520.00	$3,640				$3,640															$3,640			**$7,280**
G2060	2925447	Park Bench, Wood/Composite/Fiberglass, Replace	20	17	3	14	EA	$780.00	$10,920				$10,920																		**$10,920**
G2060	2925443	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	4	EA	$910.00	$3,640											$3,640											**$3,640**
G2060	2925453	Fences & Gates, Fence, Chain Link 8', Replace	40	20	20	1000	LF	$32.50	$32,500																					$32,500	**$32,500**
G2060	2925460	Signage, Property, Building or Pole-Mounted, Replace	20	8	12	1	EA	$1,950.00	$1,950													$1,950									**$1,950**
G2080	2925429	Irrigation System, Pop-Up Spray Heads, Commercial, Replacement Allowance	20	8	12	250000	SF	$1.30	$325,000													$325,000									**$325,000**
Y1090	2949327	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$10,530**	**$715**	**$18,200**	**$62,095**	**$0**	**$21,450**	**$0**	**$185,685**	**$43,765**	**$0**	**$12,831**	**$18,200**	**$472,030**	**$39,215**	**$18,200**	**$74,750**	**$0**	**$83,200**	**$31,025**	**$0**	**$72,670**	**$1,164,559**
Totals, Escalated (3.0% inflation, compounded annually)										**$10,530**	**$736**	**$19,308**	**$67,852**	**$0**	**$24,866**	**$0**	**$228,369**	**$55,440**	**$0**	**$17,244**	**$25,193**	**$673,002**	**$57,588**	**$27,529**	**$116,458**	**$0**	**$137,517**	**$52,817**	**$0**	**$131,250**	**$1,645,700**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Clackamette Park
1955 Clackamette Drive
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
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BV CONTACT:
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BV PROJECT #:
148392.21R000-021.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 17, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	1955 Clackamette Drive, Oregon City, Oregon 97045
Site Developed	1994 Renovated 2015
Lot Size	25 acres (estimated)
Number of Substantial Buildings	1
Parking Spaces	Main Park: 35 total spaces all in open lots; 1 of which are accessible. Boat Launch: 60 total spaces all in open lots; 2 of which are accessible. RV Park: 27 total spaces all in open lots
Date(s) of Visit	March 17, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orcity.org
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6654
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The park was constructed in 1994. The boat ramp was renovated in 2015. There is an RV parking lot, a boat ramp, restroom building, and overflow parking lot which is available for public use.

Architectural

The Main Park Restroom Building is made of CMU block in fair condition. The roof is made out of metal. There are no windows throughout the building just spaces between the CMU blocks. The exterior doors are made of steel and are in fair condition. Property management reported that the existing restroom facilities are inadequate for park needs and that a new restroom should be added.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is no HVAC and fire suppression and fire alarm for the Main Park Restroom Building.

There is a main panel located at the rear of the restroom building.

The sink, toilet, and urinals are in fair condition. There are backflows throughout the property that are recommended to be replaced.

Site and Amenities

The walking paths throughout the Park are in poor condition with significant tripping hazards and it is recommended to be replaced.

Property management reported that due to changes in the river flow and annual flooding that the existing boat ramp facility needs to be relocated and that the RV park and overflow parking areas need to be switched. Allowance costs for both scopes of work have been included in the tables.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

Immediate Needs

Facility/Building	Total Items	Total Cost
Clackamette Park	3	$42,300
Total	**3**	**$42,300**

Clackamette Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2939411	Clackamette Park		Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
2931723	Clackamette Park	Front parking lot overflow	G2020	Parking Lots, Pavement, Asphalt, Seal & Stripe	NA	Performance/Integrity	$11,700
2938924	Clackamette Park	Multiple Locations	D2010	Backflow Preventer, Domestic Water, Various Sizes, Replace	Poor	Performance/Integrity	$20,800
Total (3 items)							**$42,300**

Key Findings

Sidewalk in Poor condition.

Asphalt
Clackamette Park Main Park

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: $200,200

$$$$

There is significant tripping hazards throughout the site. Vegetation is growing through the sidewalk cracks. - AssetCALC ID: 2931696

Parking Lots

Pavement, Asphalt
Clackamette Park Front parking lot overflow

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $11,700

$$$$

There is no striping for this parking lot. - AssetCALC ID: 2931723

Backflow Preventer in Poor condition.

Domestic Water, Various Sizes
Clackamette Park Multiple Locations

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $20,800

$$$$

Recommended to replace backflow - AssetCALC ID: 2938924

Parking Lots in Poor condition.

Pavement, Asphalt
Clackamette Park Main Park

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: $8,800

$$$$

Striping throughout main parking lot is fading. - AssetCALC ID: 2931741

Parking Lots in Poor condition.

Pavement, Asphalt
Boat Ramp Clackamette Park Boat Drop-Off

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2022**

Priority Score: **84.8**

Plan Type: Performance/Integrity

Cost Estimate: $32,800

$$$$

Striping is coming off throughout parking lot. ADA needs to be restriped symbol for accessibility has disappeared in designated parking spots. - AssetCALC ID: 2931708

ADA Miscellaneous

Level III Study, Includes Measurements
Clackamette Park

Uniformat Code: Y1091
Recommendation: **Evaluate/Report in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $9,800

$$$$

There are significant tripping hazards throughout the main park sidewalks. - AssetCALC ID: 2939411

Boat Launch in Poor condition.

Ramp and Supporting Improvements
Boat Ramp Clackamette Park Boar Launch

Uniformat Code: G2053
Recommendation: **Relocate in 2023**

Priority Score: **56.7**

Plan Type: Modernization/Adaptation

Cost Estimate: $1,300,000

$$$$

Property management report that river is undermining existing facilities and a full relocation is required. Allowance cost provided by property management - AssetCALC ID: 3147552

Recreational Vehicle Park in Poor condition.

Ramp and Supporting Improvements
RV Park Clackamette Park Overflow Parking and RV Park

Uniformat Code: G2053
Recommendation: **Relocate in 2023**

Priority Score: **56.7**

Plan Type: Modernization/Adaptation

Cost Estimate: $1,196,000

$$$$

POC reported that existing RV subject to flooding necessitating relocation to current overflow parking. Overflow parking to then be relocated to current RV parking area. Cost allowance provided by property management - AssetCALC ID: 3147553

Restroom/Comfort Station

Permanent, w/ Plumbing (per Fixture)
Restroom Clackamette Park

Uniformat Code: F1024
Recommendation: **Replace in 2056**

Priority Score: **54.0**

Plan Type:
Modernization/Adaptation

Cost Estimate: $292,500

$$$$

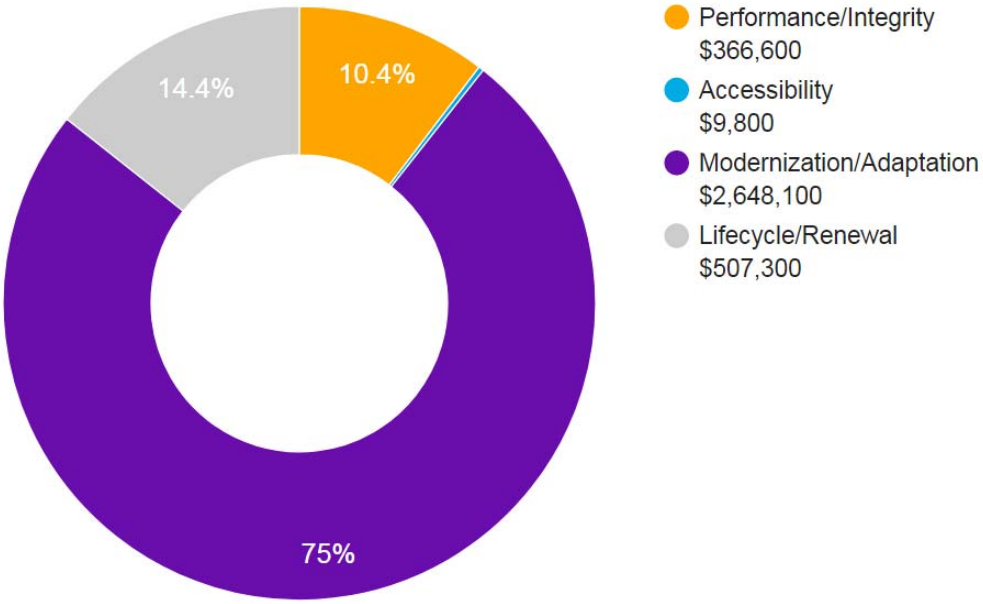
POC reports that existing restroom inadequate for property demands and that a new restroom building required. Allowance cost provided by management - AssetCALC ID: 3147551

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $3,531,800

2. Restroom Building

Restroom Building: Systems Summary		
Address	1955 Clackamette Drive Oregon City, Oregon 97045	
Constructed/Renovated	1994	
Building Size	650 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Fair
Façade	Painted CMU with no windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Painted concrete Ceilings: Wood paneling	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Gas water heaters Toilets, urinals, and sinks in all restrooms	Fair
HVAC	N/A	--

Restroom Building: Systems Summary

Fire Suppression	N/A	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Fair
Fire Alarm	N/A	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	There are no significant issues found at this time.	

Restroom Building: Systems Expenditure Forecast

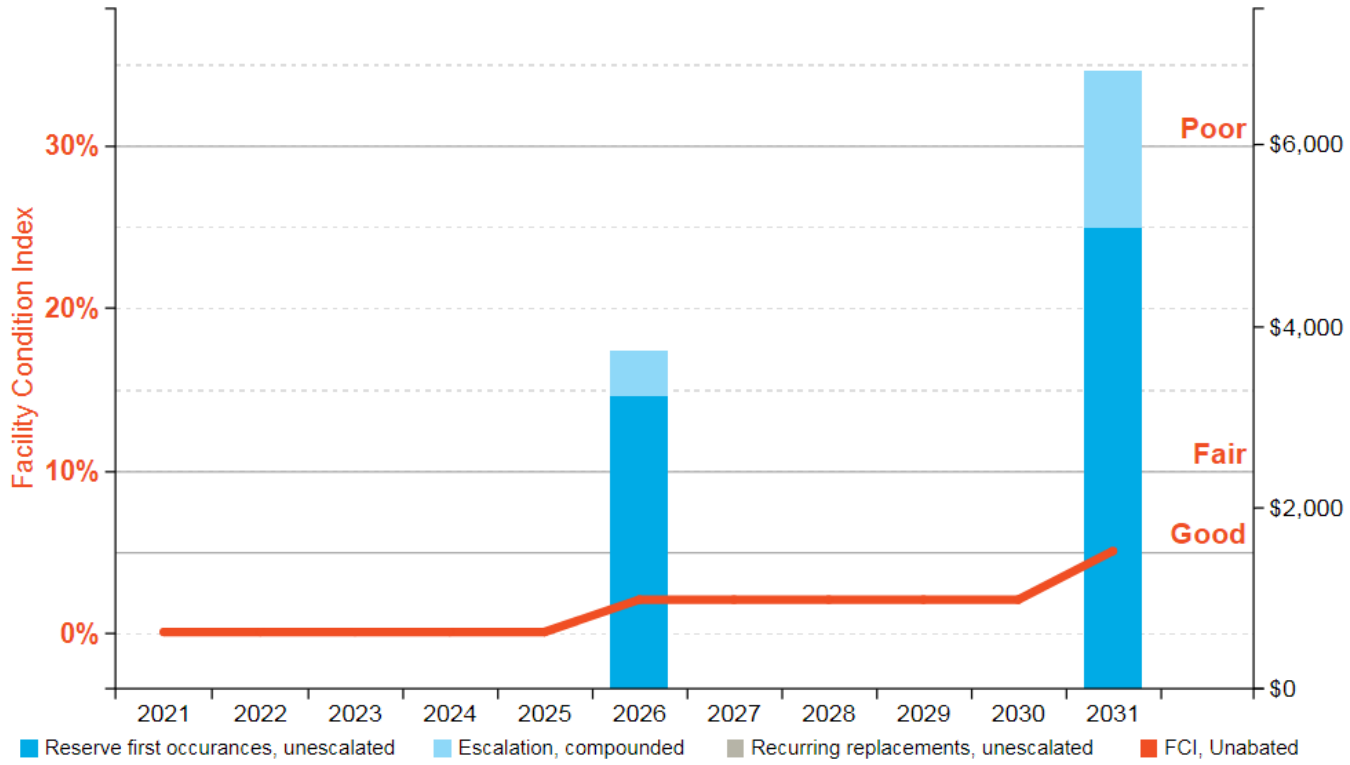
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	-	$51,184	$51,184
Roofing	-	-	-	-	$34,949	$34,949
Interiors	-	-	$3,728	-	$23,441	$27,169
Plumbing	-	-	-	-	$27,928	$27,928
Electrical	-	-	-	$6,813	$4,695	$11,508
TOTALS	**-**	**-**	**$3,800**	**$6,900**	**$142,200**	**$152,900**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Clackamette Park Restroom

Replacement Value: $ 196,185; Inflation rate: 3.0%



3. RV Park

Amenity A

Location / GPS	45°22'12.20"North, 122°36'12.44"West		
Overall Condition	Fair		
Asset	*Description*	*Quantity*	*Condition*
Shed	Wood	300 SF	Fair
Parking Lot	Aggregate/Stone	60,000 SF	Fair
Sidewalk	Asphalt	7,000 EA	Fair
Picnic Table	Metal-powder Coated	1 EA	Fair
Pole Light	LED	3 EA	Fair
Accessibility	Presently it does not appear an accessibility study is needed for this building.		
Key Issues and Findings	Backflow preventers recommended to be replaced.		

RV Park: Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Special Construction & Demo	-	-	-	-	$15,190	$15,190
Site Utilities	-	-	-	$22,013	-	$22,013
Site Pavement	-	-	$119,325	$146,755	$201,756	$467,836
Site Development	-	-	-	$1,485	-	$1,485
TOTALS	**-**	**-**	**$119,400**	**$170,300**	**$217,000**	**$506,700**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

4. Boat Ramp

Boat Ramp			
Location / GPS	45°22'18.90"North, 122°36'9.06"West		
Overall Condition	Fair		
Asset	*Description*	*Quantity*	*Condition*
Parking Lot	Pavement	56,000 SF	Poor
Sidewalk	Concrete	2000 SF	Fair
Stairs	Concrete	150 LF	Fair
Pole Light	LED	3 EA	Fair
Accessibility	Presently it does not appear an accessibility study is needed for this building.		
Key Issues and Findings	The parking lot striping is coming off throughout the parking lot.		

Boat Ramp: Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Pavement	-	$33,742	$9,494	$39,117	$588,804	$671,157
Site Development	-	$1,379,170	-	-	-	$1,379,170
Site Utilities	-	-	-	$20,965	-	$20,965
TOTALS	**-**	**$1,413,000**	**$9,500**	**$60,100**	**$588,900**	**$2,071,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

5. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Drinking Fountain	Wall-Mounted	1 EA	Fair
Bleachers	Up to 15 Seats	1 Bleacher with 50 Seats	Fair
Shed/Gazebo/Shade	Wood or Metal Framed	1000 SF	Fair
Shed/Gazebo/Shade	Wood or Metal Framed	500 SF	Fair
Shed/Gazebo/Shade	Wood or Metal Framed	1000 SF	Fair
Shed/Gazebo/Shade	Wood or Metal Framed	450 SF	Fair
Sidewalk	Asphalt	26,000 SF	Poor
Sidewalk	Concrete	650 SF	Fair
Athletic Surface	Skate Park, Concrete	8,000 SF	Fair

General Site Information

Playground Surface	Chips Wood 6”	300 SF	Fair
Playground Structure	Swing Set, 4 seats	1 EA	Fair
Park Bench	Metal Powder Coated	10 EA	Fair
Trash Receptacle	Medium Duty	4 EA	Fair
Picnic Table	Wood/Composite/Fiberglass	21 EA	Fair
Fence	Wrought Iron	140 LF	Fair
Fence	Chain Link	200 LF	Fair
Site Walkway Light Fixture	Bollard	4 EA	Fair
Pole Light	LED	14 EA	Fair
Landscaping and Topography	Heavy landscaping features Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas, signage		
Pedestrian paving and Trails	Concrete sidewalks, gravel trails		
On-Site Amenities	Chain link fencing, wrought iron fencing, picnic tables, bench		
Ancillary Buildings	Picnic shelters		
Fields and Lots	Play surfaces, play structure		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		

General Site Information

Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Significant sidewalk trip hazards on asphalt sidewalks. Backflow preventers recommended to be replaced. Parking lot striping is fading throughout.

General Site: Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	$20,800	-	-	$1,918	-	$22,718
Equipment & Furnishings	-	-	-	-	$12,152	$12,152
Special Construction & Demo	-	-	-	-	$149,367	$149,367
Site Utilities	-	-	-	$107,619	-	$107,619
Site Development	-	$1,270,215	$1,507	$64,276	$750,536	$2,086,534
Site Pavement	$11,700	$221,430	$13,563	$26,200	$344,215	$617,108
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$42,300**	**$1,491,700**	**$15,100**	**$200,100**	**$1,256,300**	**$3,005,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

6. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

7. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e., city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park was originally constructed in 1994 and substantially renovated in 2015.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Main Park Restroom	1994 / 2015	No	No
Boat Drop-Off	1994 / 2015	No	No
RV Park	1994 / 2015	No	No

Park: Accessibility Summary

General Site	1994 / 2015	No	Yes

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

8. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed, or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

9. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

10. Certification

City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Clackamette Park, 1955 Clackamette Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
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1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

5	BOAT LAUNCH OVERVIEW

6	RV PARK OVERVIEW

7	EXTERIOR WALLS, CONCRETE BLOCK

8	EXTERIOR DOOR, STEEL

9	RESTROOM OVERVIEW

10	FLOORING

11	CEILING FINISHES, WOOD PANELING

12	WATER HEATER, ELECTRIC

13	DRINKING FOUNTAIN

14	SINK/LAVATORY

15	TOILET

16	URINAL

17	DISTRIBUTION PANEL

18	MAIN PARK SHED/GAZEBO/SHADE STRUCTURE

19	RV PARK SHED/GAZEBO/SHADE STRUCTURE

20	MAIN PARK SHED/GAZEBO/SHADE STRUCTURE

21	RV PARKING LOT, GRAVEL

22	MAIN PARK PARKING LOT, ASPHALT

23	BOAT DROP OFF PARKING LOT, ASPHALT

24	OVERFLOW PARKING LOT, ASPHALT

25	MAIN PARKING LOT, SEAL AND STRIPE

26	SIDEWALK, CONCRETE

27	SIDEWALK, ASPHALT

28	BOAT LAUNCH RAMP, CONCRETE

29	PLAY STRUCTURE, SWING SET

30	PARK BENCH, METAL POWDER

31	TRASH RECEPTACLE, MEDIUM-DUTY

32	FENCE, WROUGHT IRON

33	FENCE, CHAIN LINK

34	PICNIC TABLE, WOOD

35	SKATEPARK OVERVIEW

36	MAIN PARK OVERVIEW

Site Plan

Project Number	Project Name
148392.21R000-021.017	Clackamette Park The City of Oregon City
Source	**On-Site Date**
Google	March 17, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Clackamette Park

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 27 years

Date Completed: 3/17/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed 1994	Renovated 2015	Boat launch was renovated.
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?		X			
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Kanny Gowda

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Clackamette Park

BV Project Number: 148392.21R000-021.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Clackamette Park: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route		Sidewalk has tripping hazards throughout		
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms				X
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools				X
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Clackamette Park: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Toilet stall overview

Sink, faucet handles and/or accessories

Clackamette Park: Photographic Overview

Accessible route to playground/pool

Overview of playground/pool

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Main Park Restroom	Fair	Exterior Walls, Concrete Block (CMU), 1-2 Story Building	1,000 SF	20	2931694
B2050	Main Park Restroom	Fair	Exterior Door, Steel, Standard	3	20	2931709
Roofing						
B3010	Main Park Restroom	Fair	Roofing, Metal	800 SF	20	2931925
B3060	Main Park Restroom	Fair	Roof Skylight, per unit, up to 20 SF	4	15	2931716
Interiors						
C2010	Main Park Restroom	Fair	Wall Finishes, any surface, Prep & Paint	1,000 SF	5	2931742
C2030	Main Park Restroom	Fair	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	650 SF	5	2931736
C2050	Main Park Restroom	Fair	Ceiling Finishes, Wood Paneling	650 SF	15	2931695
Plumbing						
D2010	Main Park Restroom	Fair	Urinal, Standard	1	15	2931743
D2010	Main Park Restroom	Fair	Sink/Lavatory, Wall-Hung, Enameled Steel	2	15	2931739
D2010	Main Park Restroom	Fair	Toilet, Commercial Water Closet	3	15	2931705
D2010	Main Park Restroom	Fair	Sink/Lavatory, Service Sink, Wall-Hung	1	20	2931737
D2010	Main Park Restroom	Fair	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures)	650 SF	20	2931740
Electrical						
D5020	Main Park Restroom	Fair	Distribution Panel, 120/208 V	1	20	2931724

Component Condition Report | Clackamette Park / Restroom

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D5040	Main Park Restroom	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	650 SF	10	2931703

Component Condition Report | Clackamette Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Multiple Locations	Poor	Backflow Preventer, Domestic Water, Various Sizes [No tag/plate found]	5	0	2938924
D2010	Main Park	Fair	Drinking Fountain, Wall-Mounted, Single-Level	1	7	2931738
Equipment & Furnishings						
E2010	Main Park	Fair	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat)	50	15	2931726
Special Construction & Demo						
F1020	Main Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	1,000 SF	15	2931732
F1020		NA	Restroom/Comfort Station, Permanent, w/ Plumbing (per Fixture)	9	35	3147551
F1020	Main Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	500 SF	15	2931697
F1020	Main Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	1,000 SF	15	2931700
F1020	Main Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	450 SF	15	2931722
Pedestrian Plazas & Walkways						
G2020	Main Park	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	15,000 SF	15	2931728

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity		RUL	ID
G2020	Front parking lot overflow	NA	Parking Lots, Pavement, Asphalt, Seal & Stripe	20,000	SF	0	2931723
G2020	Front parking lot overflow	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	20,000	SF	15	2931712
G2020	Main Park	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	15,000	SF	1	2931741
G2030	Main Park	Fair	Sidewalk, Concrete, Small Areas/Sections	650	SF	20	2931729
G2030	Main Park	Poor	Sidewalk, Asphalt	28,000	SF	2	2931696
Athletic, Recreational & Playfield Areas							
G2050	Main Park	Fair	Athletic Surfaces & Courts, Skate Park, Concrete Pavement, Replace/Install	8,000	SF	15	2931735
G2050	Main Park	Fair	Playground Surfaces, Engineered Wood Fiber, Chips 8-12" Depth	500	SF	2	2931701
G2050	Main Park	Fair	Play Structure, Swing Set, 4 Seats	1		10	2931718
G2050	Overflow Parking and RV Park	Poor	Recreational Vehicle Park, Ramp and Supporting Improvements, Relocate	1		2	3147553
Sitework							
G2060	Main Park	Fair	Park Bench, Metal Powder-Coated	10		10	2931734
G2060	Main Park	Fair	Trash Receptacle, Medium-Duty Metal or Precast	4		10	2931710
G2060	Main Park	Fair	Fences & Gates, Fence, Wrought Iron 4'	140	LF	20	2931707
G2060	Main Park	Fair	Fences & Gates, Fence, Chain Link 4'	200	LF	10	2931698
G2060	Main Park	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1		10	2931699
G2060	Main Park	Fair	Picnic Table, Wood/Composite/Fiberglass	21		10	2931714
G4050	Main Park	Fair	Site Walkway Fixture w/ Lamp, Bollard Style, Replace/Install	4		10	2931725

Component Condition Report | Clackamette Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G4050	Main Park	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	2	10	2931720
G4050	Main Park	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	12	10	2931706
Accessibility						
Y1090		NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2939411

Component Condition Report | Clackamette Park / RV Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	RV Park	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	300 SF	15	2931711
Pedestrian Plazas & Walkways						
G2020	RV Park	Fair	Parking Lots, Aggregate/Stone, Surface Gravel, Replenish	60,000 SF	3	2931715
G2030	RV Park	Fair	Sidewalk, Asphalt, Overlay	7,000 SF	15	2931713
Sitework						
G2060	RV Park	Fair	Picnic Table, Metal Powder-Coated	1	10	2931704
G4050	RV Park	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, 1000 W	3	10	2931727

Component Condition Report | Clackamette Park / Boat Ramp

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Boat Drop-Off	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	56,000 SF	1	2931708

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity		RUL	ID
G2020	Boat Drop-Off	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	56,000	SF	15	2931733
G2030	Boat Drop-Off	Fair	Sidewalk, Concrete, Small Areas/Sections	2,000	SF	20	2931719
G2030	Boat Drop-Off	Fair	Site Stairs & Ramps, Steps, Concrete (per LF of nosing)	150	LF	5	2931731
Athletic, Recreational & Playfield Areas							
G2050	Boar Launch	Poor	Boat Launch, Ramp and Supporting Improvements, Relocate	1		2	3147552
Sitework							
G4050	Boat Drop-Off	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	3		10	2931702

Replacement Reserves Report

Clackamette Park

7/16/2021

ID	Building	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2938924		Backflow Preventer, Domestic Water, Various Sizes, Replace	Multiple Locations	30	30	0	5	EA	$4,160.00	$20,800	$20,800																					$20,800
2931738		Drinking Fountain, Wall-Mounted, Single-Level, Replace	Main Park	15	8	7	1	EA	$1,560.00	$1,560								$1,560														$1,560
2931726		Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat), Replace	Main Park	25	10	15	50	EA	$156.00	$7,800																$7,800						$7,800
2931732		Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	Main Park	30	15	15	1000	SF	$32.50	$32,500																$32,500						$32,500
2931697		Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	Main Park	30	15	15	500	SF	$32.50	$16,250																$16,250						$16,250
2931700		Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	Main Park	30	15	15	1000	SF	$32.50	$32,500																$32,500						$32,500
2931722		Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	Main Park	30	15	15	450	SF	$32.50	$14,625																$14,625						$14,625
2931723		Parking Lots, Pavement, Asphalt, Seal & Stripe	Front parking lot overflow	5	5	0	20000	SF	$0.59	$11,700	$11,700					$11,700					$11,700					$11,700					$11,700	$58,500
2931741		Parking Lots, Pavement, Asphalt, Seal & Stripe	Main Park	5	4	1	15000	SF	$0.59	$8,775		$8,775					$8,775					$8,775					$8,775					$35,100
2931728		Parking Lots, Pavement, Asphalt, Mill & Overlay	Main Park	25	10	15	15000	SF	$4.55	$68,250																$68,250						$68,250
2931712		Parking Lots, Pavement, Asphalt, Mill & Overlay	Front parking lot overflow	25	10	15	20000	SF	$4.55	$91,000																$91,000						$91,000
2931696		Sidewalk, Asphalt, Replace	Main Park	25	23	2	28000	SF	$7.15	$200,200			$200,200																			$200,200
2931729		Sidewalk, Concrete, Small Areas/Sections, Replace	Main Park	50	30	20	650	SF	$26.00	$16,900																					$16,900	$16,900
2931735		Athletic Surfaces & Courts, Skate Park, Concrete Pavement, Replace/Install	Main Park	30	15	15	8000	SF	$58.50	$468,000																$468,000						$468,000
3147553		Recreational Vehicle Park, Ramp and Supporting Improvements, Relocate	Overflow Parking and RV Park	50	48	2	1	EA	$1,196,000.00	$1,196,000			$1,196,000																			$1,196,000
2931701		Playground Surfaces, Engineered Wood Fiber, Chips 8-12" Depth, Replace	Main Park	3	1	2	500	SF	$2.60	$1,300			$1,300			$1,300			$1,300			$1,300			$1,300			$1,300			$1,300	$9,100
2931718		Play Structure, Swing Set, 4 Seats, Replace	Main Park	20	10	10	1	EA	$3,250.00	$3,250											$3,250											$3,250
2931734		Park Bench, Metal Powder-Coated, Replace	Main Park	20	10	10	10	EA	$910.00	$9,100											$9,100											$9,100
2931710		Trash Receptacle, Medium-Duty Metal or Precast, Replace	Main Park	20	10	10	4	EA	$1,105.00	$4,420											$4,420											$4,420
2931698		Fences & Gates, Fence, Chain Link 4', Replace	Main Park	40	30	10	200	LF	$23.40	$4,680											$4,680											$4,680
2931714		Picnic Table, Wood/Composite/Fiberglass, Replace	Main Park	20	10	10	21	EA	$1,105.00	$23,205											$23,205											$23,205
2931707		Fences & Gates, Fence, Wrought Iron 4', Replace	Main Park	50	30	20	140	LF	$52.00	$7,280																					$7,280	$7,280
2931699		Signage, Property, Building or Pole-Mounted, Replace/Install	Main Park	20	10	10	1	EA	$1,950.00	$1,950											$1,950											$1,950
2931725		Site Walkway Fixture w/ Lamp, Bollard Style, Replace/Install	Main Park	20	10	10	4	EA	$910.00	$3,640											$3,640											$3,640
2931720		Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	Main Park	20	10	10	2	EA	$5,460.00	$10,920											$10,920											$10,920
2931706		Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	Main Park	20	10	10	12	EA	$5,460.00	$65,520											$65,520											$65,520

2939411		ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	Clackamette Park	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					$9,750
2931708	Boat Ramp	Parking Lots, Pavement, Asphalt, Seal & Stripe	Boat Drop-Off	5	4	1	56000	SF	$0.59	$32,760		$32,760					$32,760					$32,760					$32,760					$131,040
2931733	Boat Ramp	Parking Lots, Pavement, Asphalt, Mill & Overlay	Boat Drop-Off	25	10	15	56000	SF	$4.55	$254,800																$254,800						$254,800
2931719	Boat Ramp	Sidewalk, Concrete, Small Areas/Sections, Replace	Boat Drop-Off	50	30	20	2000	SF	$26.00	$52,000																					$52,000	$52,000
2931731	Boat Ramp	Site Stairs & Ramps, Steps, Concrete (per LF of nosing), Replace	Boat Drop-Off	50	45	5	150	LF	$54.60	$8,190						$8,190																$8,190
3147552	Boat Ramp	Boat Launch, Ramp and Supporting Improvements, Relocate	Boar Launch	50	48	2	1	EA	$1,300,000.00	$1,300,000			$1,300,000																			$1,300,000
2931702	Boat Ramp	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	Boat Drop-Off	20	10	10	3	EA	$5,200.00	$15,600											$15,600											$15,600
2931694	Restroom	Exterior Walls, Concrete Block (CMU), 1-2 Story Building, Replace	Main Park Restroom	50	30	20	1000	SF	$26.00	$26,000																					$26,000	$26,000
2931709	Restroom	Exterior Door, Steel, Standard, Replace	Main Park Restroom	40	20	20	3	EA	$780.00	$2,340																					$2,340	$2,340
2931925	Restroom	Roofing, Metal, Replace	Main Park Restroom	40	20	20	800	SF	$16.90	$13,520																					$13,520	$13,520
2931716	Restroom	Roof Skylight, per unit, up to 20 SF, Replace	Main Park Restroom	30	15	15	4	EA	$1,690.00	$6,760																$6,760						$6,760
2931742	Restroom	Wall Finishes, any surface, Prep & Paint	Main Park Restroom	10	5	5	1000	SF	$1.95	$1,950						$1,950										$1,950						$3,900
2931736	Restroom	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	Main Park Restroom	10	5	5	650	SF	$1.95	$1,268						$1,268										$1,268						$2,535
2931695	Restroom	Ceiling Finishes, Wood Paneling, Replace	Main Park Restroom	30	15	15	650	SF	$18.20	$11,830																$11,830						$11,830
2931740	Restroom	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures), Replace	Main Park Restroom	40	20	20	650	SF	$6.50	$4,225																					$4,225	$4,225
2931743	Restroom	Urinal, Standard, Replace	Main Park Restroom	30	15	15	1	EA	$1,430.00	$1,430																$1,430						$1,430
2931739	Restroom	Sink/Lavatory, Wall-Hung, Enameled Steel, Replace	Main Park Restroom	30	15	15	2	EA	$2,210.00	$4,420																$4,420						$4,420
2931705	Restroom	Toilet, Commercial Water Closet, Replace	Main Park Restroom	30	15	15	3	EA	$1,690.00	$5,070																$5,070						$5,070
2931737	Restroom	Sink/Lavatory, Service Sink, Wall-Hung, Replace	Main Park Restroom	35	15	20	1	EA	$1,820.00	$1,820																					$1,820	$1,820
2931724	Restroom	Distribution Panel, 120/208 V, Replace	Main Park Restroom	30	10	20	1	EA	$2,600.00	$2,600																					$2,600	$2,600
2931703	Restroom	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	Main Park Restroom	20	10	10	650	SF	$7.80	$5,070											$5,070											$5,070
2931711	RV Park	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	RV Park	30	15	15	300	SF	$32.50	$9,750																$9,750						$9,750
2931715	RV Park	Parking Lots, Aggregate/Stone, Surface Gravel, Replenish	RV Park	7	4	3	60000	SF	$1.82	$109,200				$109,200							$109,200							$109,200				$327,600
2931713	RV Park	Sidewalk, Asphalt, Overlay	RV Park	25	10	15	7000	SF	$1.95	$13,650																$13,650						$13,650
2931704	RV Park	Picnic Table, Metal Powder-Coated, Replace	RV Park	20	10	10	1	EA	$1,105.00	$1,105											$1,105											$1,105
2931727	RV Park	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, 1000 W, Replace	RV Park	20	10	10	3	EA	$5,460.00	$16,380											$16,380											$16,380
Totals, Unescalated											$42,250	$41,535	$2,697,500	$109,200	$0	$24,408	$41,535	$1,560	$1,300	$0	$285,740	$42,835	$0	$0	$1,300	$1,053,553	$41,535	$110,500	$0	$0	$139,685	$4,634,435
Totals, Escalated (3.0% inflation, compounded annually)											$42,250	$42,781	$2,861,778	$119,326	$0	$28,295	$49,595	$1,919	$1,647	$0	$384,011	$59,294	$0	$0	$1,966	$1,641,400	$66,651	$182,640	$0	$0	$252,287	$5,735,839

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Clackamette Cove Trail and River Access Trail
Main Street to Washington Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
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BV CONTACT:
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Program Manager
800.733.0660 x6554
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BV PROJECT #:
148392.21R000-022.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
July 12, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Trail
Main Address	Main Street to Washington Street, Oregon City, Oregon 97045
Site Developed	2004
Lot Size	8.20 acres (estimated)
Number of Substantial Buildings	0
Parking Spaces	35 total spaces all in open lots; 0 of which are accessible.
Date(s) of Visit	March 18, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The Clackamette Cove Trail and River Access Trail was constructed in 2004. There are two ends of the trail, one is on Main Street and the other is on Washington Street.

Site and Amenities

There is no ADA Parking in either parking lots. Main street Parking lot has significant ponding and potholes, it is recommended to be replaced as soon as possible. The trail is made of asphalt and concrete. There are some issues with the concrete and asphalt trail due to tree roots lifting the trail. The site has benches and picnic tables scattered throughout the 1.5 miles. There is a trash receptacle located at the entrance of Main Street. There is no adequate site lighting throughout the trail.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Roofing	-	-	-	-	$39,680	$39,680
Plumbing	-	-	-	$18,971	-	$18,971
Equipment & Furnishings	-	-	-	-	$4,448	$4,448
Special Construction & Demo	-	-	-	-	$107,435	$107,435
Site Development	-	$22,655	$64,778	$107,935	$856,723	$1,052,091
Site Pavement	$780	$163,130	$31,130	$261,933	$380,633	$837,606
Accessibility	$12,350	-	-	-	-	$12,350
TOTALS	**$13,200**	**$185,800**	**$96,000**	**$388,900**	**$1,389,000**	**$2,072,900**

Immediate Needs

Facility/Building	Total Items	Total Cost
Clackamette Cove Trail & River Access Trail	1	$2,600
Total	**1**	**$2,600**

Clackamette Cove Trail & River Access Trail

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2945566	Clackamette Cove Trail & River Access Trail		Y1010	ADA Parking, Designated Stall, Pavement Markings & Signage, Install	NA	Accessibility	$2,600
Total (1 items)							**$2,600**

Key Findings

Include/Exclude

Sidewalk in **Poor** condition.
Concrete, Large Areas (Uniformat Code: G2030)
Clackamette Cove Trail & River Access Trail Site
Recommendation: **Replace** in 2023.
Sidewalk is cracked.
AssetCalc ID: 2931784

Priority Score **85.7**
Plan Type: Performance/Integrity
Cost Estimate: $ 3,500
$$$$

Include/Exclude

Parking Lots in **Poor** condition.
Pavement, Asphalt (Uniformat Code: G2020)
Clackamette Cove Trail & River Access Trail Main Street
Recommendation: **Seal & Stripe** in 2022.
Seal and stripe is not visible. There is no ADA Parking for the trail.
AssetCalc ID: 2931780

Priority Score **84.8**
Plan Type: Performance/Integrity
Cost Estimate: $ 17,600
$$$$

Include/Exclude

Parking Lots in **Poor** condition.
Pavement, Asphalt (Uniformat Code: G2020)
Clackamette Cove Trail & River Access Trail Main Street
Recommendation: **Mill & Overlay** in 2022.
Significant cracking, pot holes, and ponding throughout the parking lot.
AssetCalc ID: 2931781

Priority Score **84.8**
Plan Type: Performance/Integrity
Cost Estimate: $ 136,500
$$$$

Include/Exclude

Trail in **Poor** condition.
Asphalt (Uniformat Code: G2050)
Clackamette Cove Trail & River Access Trail Site
Recommendation: **Replace** in 2022.
Cracking due to tree roots, recommended to replace.
AssetCalc ID: 2931787

Priority Score **83.8**
Plan Type: Performance/Integrity
Cost Estimate: $ 100
$$$$

Include/Exclude

no image available

ADA Parking
Designated Stall, Pavement Markings & Signage (Uniformat Code: Y1010)
Clackamette Cove Trail & River Access Trail
Recommendation: **Install** in 2021.
There is no ADA Parking stripe, stall, and signage at the trail, recommended to install.
AssetCalc ID: 2945566

Priority Score **63.9**
Plan Type: Accessibility
Cost Estimate: $ 2,600
$$$$

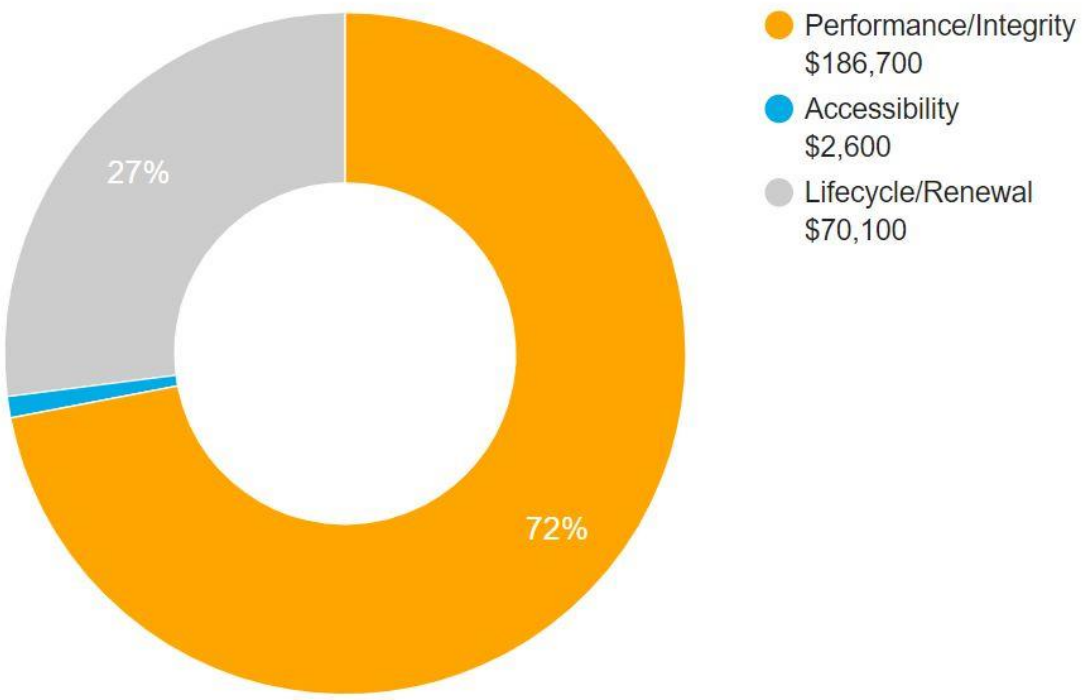
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $259,400

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Sidewalk	Concrete	20,000 SF	Fair
Sidewalk	Concrete	300 SF	Poor
Trail	Asphalt	30 SF	Poor
Trail	Asphalt	45,000 SF	Fair
Picnic Table	Metal Powder Coated	2 EA	Fair
Trash Receptacle	Medium Duty	1 EA	Fair
Bench	Metal Powder Coated	3 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes		

General Site Information

Pedestrian paving and Trails	Concrete sidewalks, asphalt pathways
On-Site Amenities	Benches, trash receptacle, picnic tables
Ancillary Buildings	N/A
Fields and Lots	N/A
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Main Street parking lot needs to be repaved. There is no ADA parking stall at either parking lot, or it is recommended to be installed.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 2004. The park has not since been substantially renovated.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Clackamette Cove Trail and River Access Trail, Main Street to Washington Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
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1	FRONT ELEVATION

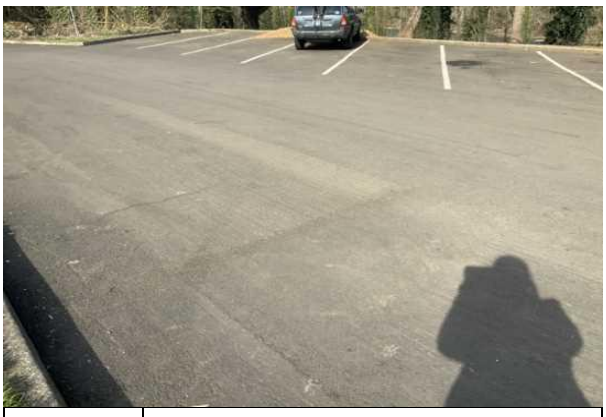
2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

5	MAIN STREET PARKING LOT, PAVEMENT, ASPHALT

6	MAIN STREET PARKING LOT, PAVEMENT, ASPHALT



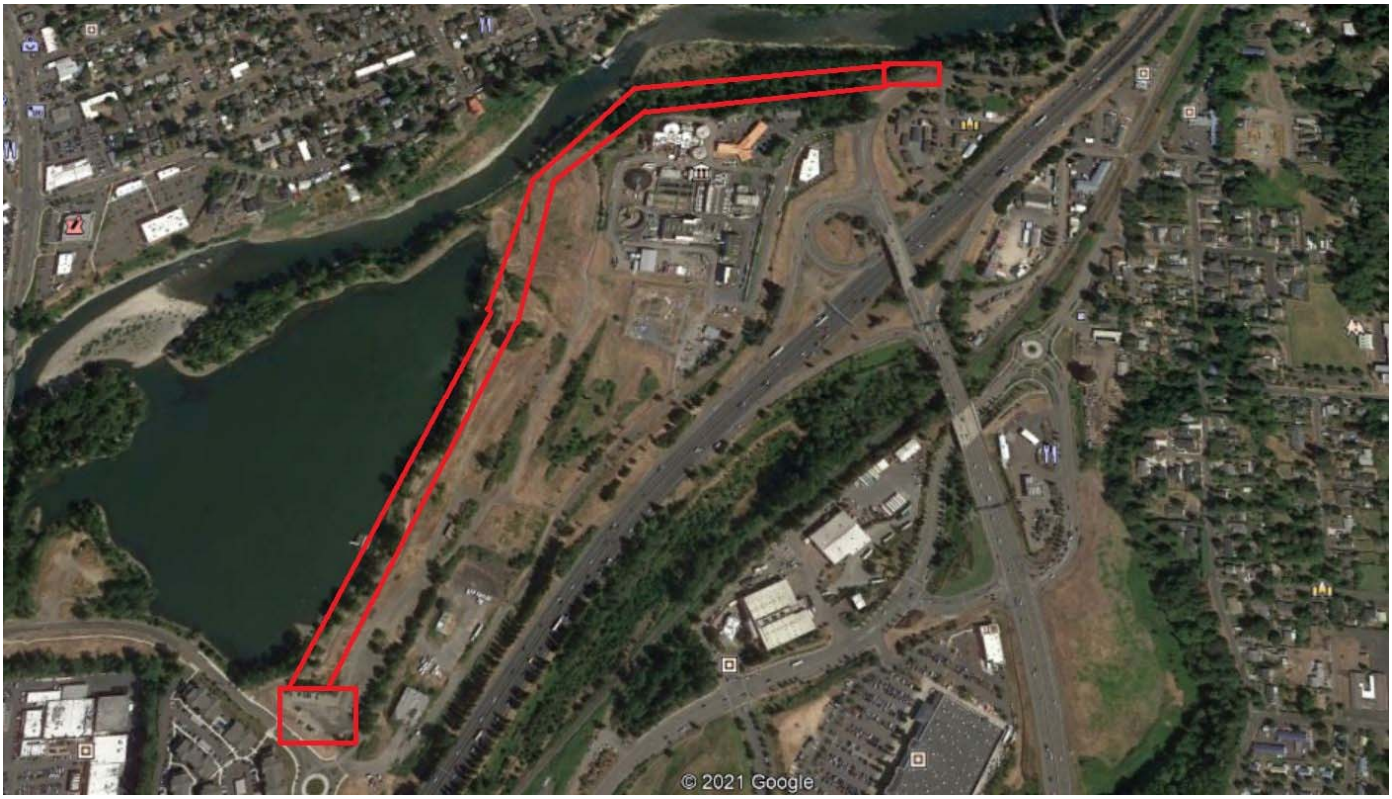
7	WASHINGTON STREET PARKING LOTS, PAVEMENT, ASPHALT

8	SIDEWALK, CONCRETE, LARGE AREA

9	TRAIL SURFACE, ASPHALT

10	PARK BENCH

Site Plan



Project Number	Project Name
148392.21R000-022.017	Clackamette Cove Trail and River Access Trail The City of Oregon City
Source	**On-Site Date**
Google	March 18, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Clackamette Cove Trail and River Access Trail

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 17 years

Date Completed: 3/18/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed: 2004	Renovated:	
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?				X	
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konrye Zawala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Clackamette Cove Trail & River Access Trail

BV Project Number: 148392.21R000-022.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Clackamette Cove Trail & River Access Trail: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking			No ADA Parking Spaces	
Exterior Accessible Route			Mill and overlay recommend for trail in some areas.	
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms	**NA**			
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Clackamette Cove Trail & River Access Trail: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Component Condition Report | Clackamette Cove Trail & River Access Trail

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Main Street	Poor	Parking Lots, Pavement, Asphalt, Mill & Overlay	30,000 SF	1	2931781
G2020	Washington Street	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	5,000 SF	3	2931782
G2020	Washington Street	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	5,000 SF	15	2931777
G2020	Main Street	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	30,000 SF	1	2931780
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	20,000 SF	30	2931778
G2030	Site	Poor	Sidewalk, Concrete, Large Areas	300 SF	2	2931784
Athletic, Recreational & Playfield Areas						
G2050	Walking Trail	Poor	Trail, Asphalt	100 SF	1	2931787
G2050	Site	Fair	Trail, Asphalt, Overlay	45,000 SF	6	2931779
Sitework						
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2931786
G2060	Site	Fair	Picnic Table, Metal Powder-Coated	2	10	2931776
G2060	Site	Fair	Park Bench, Metal Powder-Coated	3	10	2931785
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2931783
Accessibility						
Y1010		NA	ADA Parking, Designated Stall, Pavement Markings & Signage, Install	2	0	2945566

Replacement Reserves Report

Clackamette Cove Trail & River Access Trail

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Clackamette Cove Trail & River Access Trail	$2,600	$162,019	$3,724	$3,196	$0	$0	$73,345	$0	$3,705	$0	$10,745	$24,293	$0	$4,295	$0	$35,444	$98,569	$0	$4,980	$0	$0	**$426,915**
Grand Total	**$2,600**	**$162,019**	**$3,724**	**$3,196**	**$0**	**$0**	**$73,345**	**$0**	**$3,705**	**$0**	**$10,745**	**$24,293**	**$0**	**$4,295**	**$0**	**$35,444**	**$98,569**	**$0**	**$4,980**	**$0**	**$0**	**$426,915**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2020	2931781	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	24	1	30000	SF	$4.55	$136,500		$136,500																				**$136,500**
G2020	2931780	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	4	1	30000	SF	$0.59	$17,550		$17,550					$17,550					$17,550					$17,550						**$70,200**
G2020	2931782	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	2	3	5000	SF	$0.59	$2,925				$2,925					$2,925					$2,925					$2,925				**$11,700**
G2020	2931777	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	5000	SF	$4.55	$22,750																$22,750						**$22,750**
G2030	2931784	Sidewalk, Concrete, Large Areas, Replace	50	48	2	300	SF	$11.70	$3,510			$3,510																			**$3,510**
G2050	2931787	Trail, Asphalt, Replace	20	19	1	100	SF	$32.50	$3,250		$3,250																				**$3,250**
G2050	2931779	Trail, Asphalt, Overlay	10	4	6	45000	SF	$0.98	$43,875							$43,875										$43,875					**$87,750**
G2060	2931786	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2931776	Picnic Table, Metal Powder-Coated, Replace	20	10	10	2	EA	$1,105.00	$2,210											$2,210											**$2,210**
G2060	2931785	Park Bench, Metal Powder-Coated, Replace	20	10	10	3	EA	$910.00	$2,730											$2,730											**$2,730**
G2060	2931783	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	$1,950.00	$1,950											$1,950											**$1,950**
Y1010	2945566	ADA Parking, Designated Stall, Pavement Markings & Signage, Install	0	0	0	2	EA	$1,300.00	$2,600	$2,600																					**$2,600**
Totals, Unescalated										**$2,600**	**$157,300**	**$3,510**	**$2,925**	**$0**	**$0**	**$61,425**	**$0**	**$2,925**	**$0**	**$7,995**	**$17,550**	**$0**	**$2,925**	**$0**	**$22,750**	**$61,425**	**$0**	**$2,925**	**$0**	**$0**	**$346,255**
Totals, Escalated (3.0% inflation, compounded annually)										**$2,600**	**$162,019**	**$3,724**	**$3,196**	**$0**	**$0**	**$73,345**	**$0**	**$3,705**	**$0**	**$10,745**	**$24,293**	**$0**	**$4,295**	**$0**	**$35,444**	**$98,569**	**$0**	**$4,980**	**$0**	**$0**	**$426,915**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

DC Latourette Park
902 11th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-023.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 19, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	902 11th Street, Oregon City, Oregon 97045
Site Developed	1936 Renovated 1969 filled in the pool and property was turned into a tennis court; 2020 became a park and it is currently under construction
Lot Size	0.8 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Parking is located on the main street
Date(s) of Visit	March 19, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The property was originally constructed in 1936. In 1996 the pool was filled in and was used as a tennis court. In 2020 they reconstructed the tennis courts to make it into a community park, it is currently under construction. There is no restroom building for the property.

Site and Amenities

There is a large play structure with wood chips and a decomposed granite trail surface leading up to the play structure. There is a basketball court. The park is lightly furnished with benches throughout the site. There is chain link fencing surrounding the property during construction. There is a signage for the park, that has been installed along with a kiosk.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	-	-	-
Site Pavement	-	-	-	-	$21,131	$21,131
Site Development	-	-	$2,841	$47,639	$158,072	$208,552
TOTALS	**-**	**-**	**$2,900**	**$47,700**	**$179,300**	**$229,900**

Immediate Needs

Not applicable, no immediate needs identified.

Key Findings

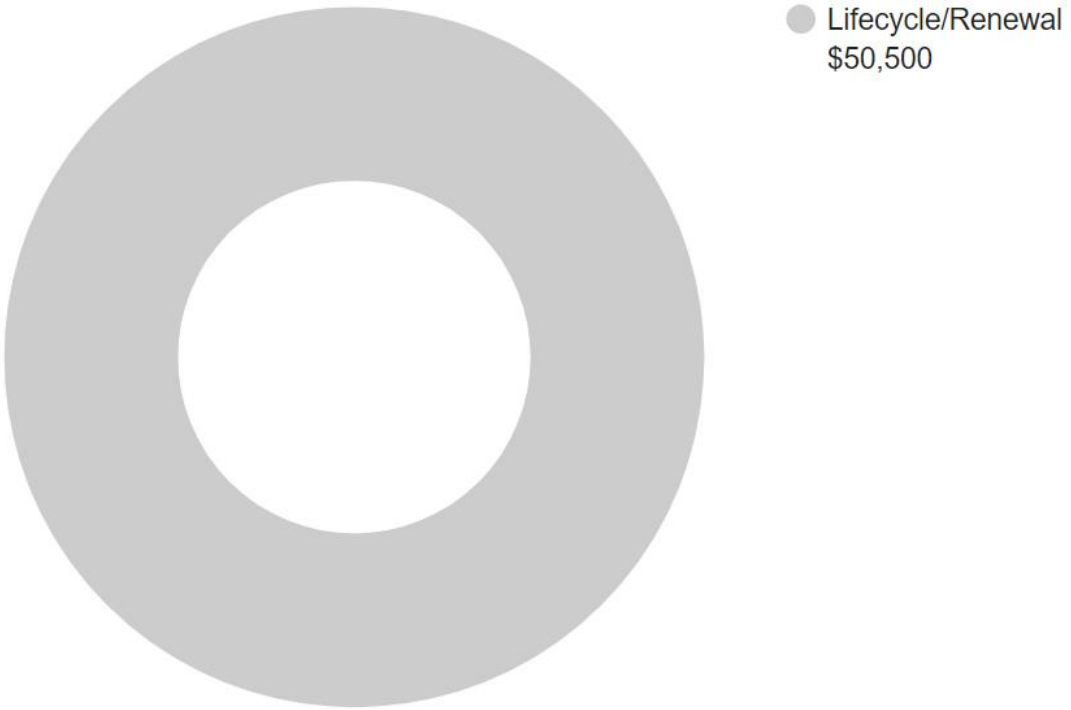
Not applicable, no key findings identified.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $50,500

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Sidewalk	Concrete	100 SF	Excellent
Athletic Surface	Basketball Court	7,500 SF	Excellent
Sidewalk	Asphalt	1,000 SF	Excellent
Play Surface	Chips, Wood	1,000 SF	Excellent
Stairs	Concrete	100 SF	Fair
Park Bench	Wood	5 EA	Excellent
Sports Apparatus	Basketball Backboards	2 EA	Excellent
Fences	Chain Link	800 LF	Fair
Play Structure	Medium	1 EA	Excellent
Playfield Surface	Wood Chip	1,000 SF	Excellent

General Site Information

Sidewalk	Concrete	1,000 SF	Fair
Park Bench	Wood	1 EA	Fair
Landscaping and Topography	No significant landscaping features. No water or Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	N/A		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Chain link fencing		
Ancillary Buildings	N/A		
Fields and Lots	Baseball courts, play surfaces, play structure		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No key issues were found.		

3. Property Space Use and Observed Areas

Areas Observed

The park was closed for construction during the on-site and all areas were observed from immediately outside of the park boundaries in order to gain a clear understanding of the condition of the park and amenities

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- The park within the park boundaries.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 1936 and substantially renovated in 1969 by filling in the pool and being converted into a tennis court, 2020 the site was renovated again into a park which is currently under construction.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of DC Latourette, 902 11th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

5	STAIRS, CONCRETE

6	SIDEWALK, CONCRETE

7	SIDEWALK, CONCRETE

8	ATHLETIC SURFACES AND COURTS, BASKETBALL

9	SPORTS APPARATUS, BASKETBALL

10	PLAY STRUCTURE, MULTIPURPOSE

11	PARK BENCH, WOOD

12	PARK OVERVIEW

Site Plan

Project Number	Project Name
148392.21R000-023.017	DC Latourette Park
Source	**On-Site Date**
Google	March 19, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: DC Latourette Park

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 85 years

Date Completed: 3/19/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed: 1936	Renovated: 2020	Swimming pool was filled in 1969 and became a tennis court. Then was renovated in 2020 into a park and is currently under construction.
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement	2020	
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?			X		
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?			X		
15	Are there any problems or inadequacies with exterior lighting?			X		
16	Is site/parking drainage inadequate, with excessive ponding or other problems?			X		
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zawala

Signature of Assessor

Signature of POC

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Site	Fair	Stairs, Concrete, Exterior	100 SF	30	2946761
Pedestrian Plazas & Walkways						
G2030	Site	Excellent	Sidewalk, Concrete, Large Areas	100 SF	49	2946767
G2030	Site	Excellent	Sidewalk, Asphalt, Overlay	1,000 SF	24	2946766
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	1,000 SF	20	2946758
Athletic, Recreational & Playfield Areas						
G2050	Site	Excellent	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay	7,500 SF	24	2946760
G2050	Site	Excellent	Playfield Surfaces, Chips Wood, 6" Depth	1,000 SF	3	2946765
G2050	Site	Excellent	Sports Apparatus, Basketball, Backboard/Rim/Pole	2	24	2946763
G2050	Site	Excellent	Play Structure, Multipurpose, Large	1	19	2946768
G2050	Site	Excellent	Playfield Surfaces, Rubber, Small Areas	1,000 SF	19	2946762
Sitework						
G2060	Site	Good	Signage, Property, Building or Pole-Mounted, Replace/Install	2	10	2946759
G2060	Site	Excellent	Park Bench, Wood/Composite/Fiberglass	5	19	2946756
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 6'	800 LF	10	2946757
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	1	10	2946764

Replacement Reserves Report

DC Latourette Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
DC Latourette Park	$0	$0	$0	$2,841	$0	$0	$3,105	$0	$0	$3,392	$41,144	$0	$3,707	$0	$0	$4,051	$0	$0	$4,426	$145,892	$21,132	**$229,689**
Grand Total	**$0**	**$0**	**$0**	**$2,841**	**$0**	**$0**	**$3,105**	**$0**	**$0**	**$3,392**	**$41,144**	**$0**	**$3,707**	**$0**	**$0**	**$4,051**	**$0**	**$0**	**$4,426**	**$145,892**	**$21,132**	**$229,689**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2030	2946758	Sidewalk, Concrete, Large Areas, Replace	50	30	20	1000	SF	$11.70	$11,700																					$11,700	**$11,700**
G2050	2946765	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	0	3	1000	SF	$2.60	$2,600				$2,600			$2,600			$2,600			$2,600			$2,600			$2,600			**$15,600**
G2050	2946768	Play Structure, Multipurpose, Large, Replace	20	1	19	1	EA	$45,500.00	$45,500																				$45,500		**$45,500**
G2050	2946762	Playfield Surfaces, Rubber, Small Areas, Replace	20	1	19	1000	SF	$33.80	$33,800																				$33,800		**$33,800**
G2060	2946757	Fences & Gates, Fence, Chain Link 6', Replace	40	30	10	800	LF	$27.30	$21,840											$21,840											**$21,840**
G2060	2946764	Park Bench, Wood/Composite/Fiberglass, Replace	20	10	10	1	EA	$975.00	$975											$975											**$975**
G2060	2946756	Park Bench, Wood/Composite/Fiberglass, Replace	20	1	19	5	EA	$780.00	$3,900																				$3,900		**$3,900**
G2060	2946759	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	2	EA	$3,900.00	$7,800											$7,800											**$7,800**
Totals, Unescalated										**$0**	**$0**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$30,615**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$83,200**	**$11,700**	**$141,115**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$2,841**	**$0**	**$0**	**$3,105**	**$0**	**$0**	**$3,392**	**$41,144**	**$0**	**$3,707**	**$0**	**$0**	**$4,051**	**$0**	**$0**	**$4,426**	**$145,892**	**$21,132**	**$229,689**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

End of the Oregon Trail Interpretive Center
1726 Washington Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-007.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 9, 2021

1. Executive Summary

Campus Overview and Assessment Details

General Information	
Property Type	Learning/activity center
Number of Buildings	Four
Main Address	1726 Washington Street, Oregon City, Oregon 97045
Site Developed	1994
Current Occupants	City of Oregon City
Date(s) of Visit	March 9, 2021
Management Point of Contact	Oregon City, Denise Conrad, Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Anne Crandall
Assessment and Report Prepared By	Jonathan Levine
Reviewed By	James Bryant Program Manager Jamie.Bryant@bvna.com 800.733.0660 x6233
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Campus Findings and Deficiencies

Historical Summary

The End of the Oregon Trail Interpretive Center was constructed in 1994. It consists of four buildings and site amenities/features. The Main Building (Wagons 1-3) consists of learning and activity rooms and a theater. The Visitor's Center consists of a welcome center and gift shop. Henderson Farm consists of a two-story building with a learning/activity center downstairs and offices upstairs (and a section of the downstairs). The restroom building consists of restrooms and staff areas.

Architectural

The Interpretive Center (Wagons 1-3) consists of a wood framed structure with wood and steel framed roofs. The façade consists of painted wood siding with wood windows. There are areas of damaged wood siding due to bird penetrations as well as rotting joints. In addition, the POC reports that there is significant uncontrolled water intrusion into the exterior walls resulting in siding and sheathing damage within the wall systems appearing to necessitate re-siding and re-flashing. Exterior doors consist of glazed wood entry doors and metal service doors. The roofs on wagon 2 and the connecting hallways were replaced in 2020 and consist of a flat construction with a TPO/PVC membrane. The roofs on wagons 1 and 3 remain original and are of a flat construction. The exact type and condition of the roof was indeterminable as the roofs were inaccessible. Roof drainage consists of scuppers and gutters and downspouts.

The Visitor's Center consists of a wood and steel framed structure. The façade consists of exposed wood with wood windows. Exterior doors consist of glazed and solid wood doors. The roof consists of a hip construction with asphalt shingles and a metal finish, as well as a section of flat TPO/PVC roofing. Roof drainage consists of gutters and downspouts.

Henderson Farm consists of a wood and concrete framed structure. Large cracks were observed in the downstairs office walls and site personnel mentioned they have propagated and enlarged. The timber retaining wall below the building is also starting to bulge. The façade consists of exposed wood with wood windows. Exterior doors consist of wood and metal doors. The roof was replaced in 2021 and consists of a gable construction with asphalt shingles. Roof drainage consists of gutters and downspouts. The upstairs office space is experiencing an animal infestation. Birds and insects are getting into the space. The POC and site staff believes this is in part due to the buildings open vents and soft ceiling on the second floor. The POC mentioned some of the vents have been either replaced with metal or covered with wire mesh but some remain open. Budgetary costs to install bird deterrent on the remaining open vents and install a hard structure ceiling are included. It is also recommended the building be treated with insect treatment to help with the infestation. The cost of treatment is not included due to many possible variables.

The restroom building consists of a wood framed structure. The façade consists of exposed wood. The building has no windows. A portion of the exterior wood along the bottom of the northwest side is rotting. Exterior doors consist of metal doors. The roof was replaced in 2021 and consists of a gable construction with asphalt shingles. Roof drainage consists of gutters and downspouts.

Typical lifecycle-based interior and exterior finish replacements across all of the buildings are budgeted and anticipated.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The Main Building (Wagons 1-3) is heated and cooled by three packaged units, two located in the rear of the building and one on the roof of Wagon 1. One unit remains original with the other two having been replaced one in 2019 and one in 2020. Supplemental cooling is provided to the two projection rooms each by a split system consisting of a condensing unit paired with fan coil unit. The Visitor's Center is heated and cooled by a rooftop packaged unit replaced in 2016. Heating is provided to Henderson Farm by wall mounted/baseboard heaters. No heating or cooling is provided to the restroom building.

The plumbing systems are adequate for the facilities and no major piping issues were found. No plumbing is provided to Henderson Farm. Domestic hot water is provided to the Main Building by an electric water heater located in the laundry room, the Visitor's Center by an electric water heater located above the restroom in the building, and the restroom building by an electric water heater located in the water heater closet. There was no evidence suggesting any problems with the general plumbing and sewage systems.

The Main Building is served by a main switchboard, original to the building's construction, located in the electrical room. The Visitor's Center, Henderson Farm, and restroom building are each served by a main distribution panel of varying ages. Interior lighting varies by building primarily consisting of LED and fluorescent fixtures. The Main Building has an emergency uninterrupted power supply. Electrical service equipment and systems are anticipated for lifecycle replacement.

Only the Main Building (Wagons 1-3) is protected by a fire alarm system. It is recommended alarm systems be installed in the other buildings for safety systems modernization. Additionally, only the Main Building (Wagons 1-3) and the restroom building are protected by sprinkler suppression systems. It is recommended the other buildings be retrofit with sprinklers for safety systems modernization.

Site

The site consists of the four buildings, an asphalt parking lot, asphalt and concrete walkways, an outdoor stage and picnic area, and a grass lawn. An irrigation system serves the landscaping features. There are areas of the parking lot with severe alligator cracking. There are also areas of cracked and spalled asphalt in the asphalt walkways. There is a small area of rotting wood decking near Henderson Farm. There are trees growing onto the Henderson Farm roof. The POC and site personnel believe this as a possible entry point to the building for the insect infestation. The trees should be trimmed as to both preserve the building's structure as well as help mitigate and prevent further infestation. The previous awnings covering the Main Building's wagons were damaged and removed. A budgetary cost to replace/install new awnings is included. Site lighting consists of LED pole lights, building mounted fixtures, and walkway bollard lights.

Recommended Additional Studies

There are significant cracks in the Henderson Farm walls and the retaining wall below the building is bulging. A professional engineer must be retained to analyze the existing condition, provide recommendations and, if necessary, estimate the scope and cost of any required repairs. The cost of this study is included in the cost tables. A budgetary cost allowance to repair the walls and retaining wall is also included.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

FCI Analysis | End of the Oregon Trail Interpretive Center (1994)		
Replacement Value *$ 8,289,000*	*Total SF* *33,700*	*Cost/SF* *$*
Current FCI	$ 421,000	**5.1 %**
3-Year	$ 985,100	11.9 %
5-Year	$ 1,500,300	18.1 %
10-Year	$ 2,488,000	30.0 %

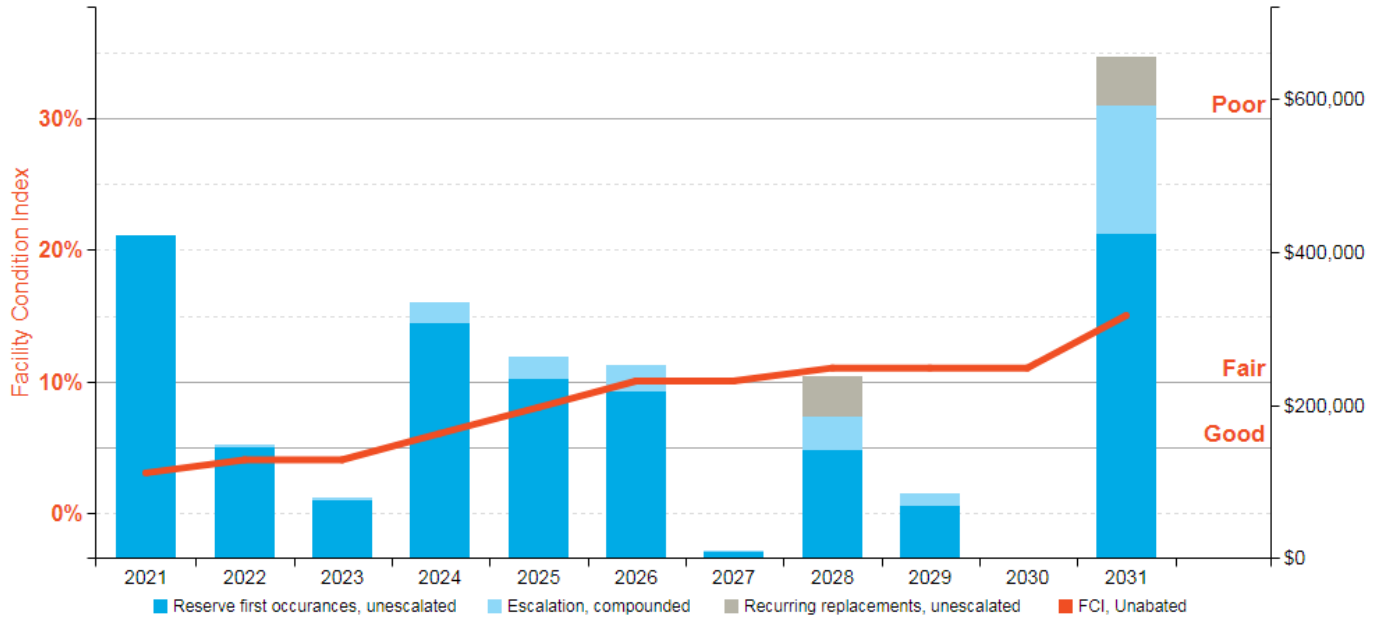
Campus Level FCI:

The vertical bars below represent the year-by-year needs identified for the entire campus. The orange line in the graph below forecasts what would happen to the campus FCI (left Y axis) over time, assuming zero capital expenditures over the next ten years. The dollar amounts for each year (blue bars) are associated with the values along the right Y axis.

Needs by Year with Unaddressed FCI Over Time

FCI Analysis: End of the Oregon Trail Interpretive Center

Replacement Value: $ 15,750,000; Inflation rate: 3.0%



Similar graphs for the FCI and needs of each individual building over time are included in the separate report sections that follow.

Immediate Needs

Facility/Building	Total Items	Total Cost
End of the Oregon Trail Interpretive Center	1	$26,000
Henderson Farm	4	$42,600
Interpretive Center (Wagons 1-3)	3	$350,500
Site	1	$2,000
Total	**9**	**$421,100**

End of the Oregon Trail Interpretive Center

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
3147461	End of the Oregon Trail Interpretive Center	Exterior Walls	P2030	Architectural Study/Design, Building Envelope, Roof, Evaluate/Report	NA	Performance/Integrity	$26,000
Total (1 items)							**$26,000**

Henderson Farm

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2923974	End of the Oregon Trail Interpretive Center / Henderson Farm	Throughout building	P2030	Engineering Study, Structural, Superstructure, Evaluate/Report	NA	Performance/Integrity	$8,500
2923944	End of the Oregon Trail Interpretive Center / Henderson Farm	Henderson Farm	C1070	Suspended Ceilings, Undefined, Replace	NA	Modernization/Adaptation	$29,300
2948138	End of the Oregon Trail Interpretive Center / Henderson Farm	Throughout Building	C1010	Interior Wall Construction, GWB, Repair	Poor	Performance/Integrity	$3,900
2967272	End of the Oregon Trail Interpretive Center / Henderson Farm	2nd floor	B2010	Exterior Walls, Vented/Decorative Gable, Replace	Poor	Performance/Integrity	$900
Total (4 items)							**$42,600**

Interpretive Center (Wagons 1-3)

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
3147373	End of the Oregon Trail Interpretive Center / Interpretive Center (Wagons 1-3)	Exterior Walls	B2010	Exterior Walls, Plywood/OSB, Replace	Poor	Performance/Integrity	$104,800
2924032	End of the Oregon Trail Interpretive Center / Interpretive Center (Wagons 1-3)	Building exterior	B2010	Exterior Walls, Painted surface, 1-2 Story Building, Prep & Paint	Poor	Performance/Integrity	$62,400
2923955	End of the Oregon Trail Interpretive Center / Interpretive Center (Wagons 1-3)	Exterior Walls	B2010	Exterior Walls, Fiber Cement Siding, Replace	Poor	Performance/Integrity	$183,300
Total (3 items)							**$350,500**

Site

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2923983	End of the Oregon Trail Interpretive Center / Site	Site	G2080	Landscaping, Mature Trees, Removal/Trimming, Repair	Poor	Performance/Integrity	$2,000
Total (1 items)							**$2,000**

Key Findings

Exterior Walls in Poor condition.

Fiber Cement Siding
Interpretive Center (Wagons 1-3) End of the Oregon Trail Interpretive Center Exterior Walls

Uniformat Code: B2011
Recommendation: **Replace in 2021**

Priority Score: **89.9**

Plan Type: Performance/Integrity

Cost Estimate: $183,300

$$$$

Areas of rotten joints and bird penetrations around exterior of building - AssetCALC ID: 2923955

Exterior Walls in Poor condition.

Vented/Decorative Gable
Henderson Farm End of the Oregon Trail Interpretive Center 2nd floor

Uniformat Code: B2011
Recommendation: **Replace in 2021**

Priority Score: **89.9**

Plan Type: Performance/Integrity

Cost Estimate: $900

$$$$

Building vents are believed to be a possible entry point for birds and other animals. Replacing the existing vents to prevent potential animal entrances is recommended. - AssetCALC ID: 2967272

Exterior Walls in Poor condition.

Plywood/OSB
Interpretive Center (Wagons 1-3) End of the Oregon Trail Interpretive Center Exterior Walls

Uniformat Code: B2011
Recommendation: **Replace in 2021**

Priority Score: **89.9**

Plan Type: Performance/Integrity

Cost Estimate: $104,800

$$$$

POC reported widespread issues of water intrusion and damaged sheathing - AssetCALC ID: 3147373

Exterior Walls in Poor condition.

Painted surface, 1-2 Story Building
Interpretive Center (Wagons 1-3) End of the Oregon Trail Interpretive Center Building exterior

Uniformat Code: B2011
Recommendation: **Prep & Paint in 2021**

Priority Score: **89.8**

Plan Type: Performance/Integrity

Cost Estimate: $62,400

$$$$

Paint appears to be adequate but painting will be required as part of siding repairs - AssetCALC ID: 2924032

Structural Flooring/Decking in Poor condition.

Wood
Site End of the Oregon Trail Interpretive Center Deck

Uniformat Code: B1012
Recommendation: **Replace in 2022**

Priority Score: **89.8**

Plan Type: Performance/Integrity

Cost Estimate: $300

**$**$$$

Isolated areas of rotting decking - AssetCALC ID: 2923979

Exterior Walls in Poor condition.

Wood Siding
Restrooms End of the Oregon Trail Interpretive Center Building Exterior

Uniformat Code: B2011
Recommendation: **Replace in 2023**

Priority Score: **89.7**

Plan Type: Performance/Integrity

Cost Estimate: $15,600

**$$**$$

Rotting siding, replace lower panels - AssetCALC ID: 2923977

Exterior Walls in Poor condition.

Painted surfaces
Restrooms End of the Oregon Trail Interpretive Center Building Exterior

Uniformat Code: B2011
Recommendation: **Prep & Paint in 2023**

Priority Score: **89.6**

Plan Type: Performance/Integrity

Cost Estimate: $6,800

**$**$$$

Rotting siding, replace lower panels - AssetCALC ID: 3147372

Sidewalk in Poor condition.

Asphalt
Site End of the Oregon Trail Interpretive Center Site

Uniformat Code: G2031
Recommendation: **Replace in 2022**

Priority Score: **85.8**

Plan Type: Performance/Integrity

Cost Estimate: $7,900

**$**$$$

Areas of cracked and spalled asphalt in asphalt walkway - AssetCALC ID: 2924042

Interior Wall Construction in Poor condition.

GWB
Henderson Farm End of the Oregon Trail Interpretive Center Throughout Building

Uniformat Code: C1011
Recommendation: **Repair in 2021**

Priority Score: **84.9**

Plan Type: Performance/Integrity

Cost Estimate: $3,900

**$**$$$

Large cracks observed in Henderson Farm office. POC and staff reported these cracks have propagated and enlarged. - AssetCALC ID: 2948138

Parking Lots in Poor condition.

Pavement, Asphalt
Site End of the Oregon Trail Interpretive Center Parking lot

Uniformat Code: G2021
Recommendation: **Mill & Overlay in 2022**

Priority Score: **84.8**

Plan Type: Performance/Integrity

Cost Estimate: $136,500

$$$$

Areas of severe alligator cracking - AssetCALC ID: 2923931

Recommended Follow-up Study: Building Envelope, Roof

Building Envelope, Roof
End of the Oregon Trail Interpretive Center Exterior Walls

Uniformat Code: P2032
Recommendation: **Evaluate/Report in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $26,000

**$$**$$

Cost allowance to have an envelope investigation performed and corrective actions designed - AssetCALC ID: 3147461

Recommended Follow-up Study: Structural, Superstructure

Structural, Superstructure
Henderson Farm End of the Oregon Trail Interpretive Center Throughout building

Uniformat Code: P2032
Recommendation: **Evaluate/Report in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $8,500

**$**$$$

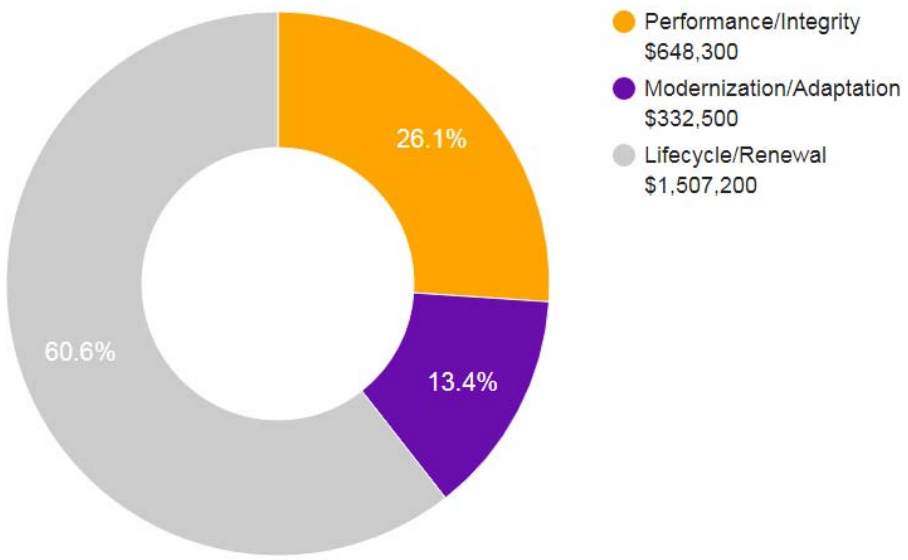
Large cracks observed in Henderson Farm office. POC and staff reported these cracks have propagated and enlarged. - AssetCALC ID: 2923974

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions		
Safety		An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity		Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility		Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental		Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation		Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal		Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $2,488,000

2. Interpretive Center (Wagons 1-3)

Interpretive Center (Wagons 1-3): Systems Summary		
Address	1726 Washington Street; Oregon City, Oregon	
Constructed/Renovated	1994	
Building Size	9,300 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Wood frame structure with wood and steel framed roofs	Good
Façade	Painted wood with wood windows	Poor
Roof	Primary: Flat construction with unknown finish Secondary: Flat construction with single-ply TPO/PVC membrane	Fair
Interiors	Walls: Painted gypsum board, acoustical carpeting, unfinished Floors: Wood strip, carpet, VCT, vinyl sheeting Ceilings: Painted gypsum board, ACT, unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting Electric water heater	Fair
HVAC	Individual packaged units Supplemental components: split systems	Fair

Interpretive Center (Wagons 1-3): Systems Summary

Fire Suppression	Dry-pipe sprinkler system; fire extinguishers	Fair
Electrical	Source & Distribution: Main switchboard Interior Lighting: LED, CFL Emergency: UPS	Fair
Fire Alarm	Alarm panel, smoke detectors, alarms, strobes, pull stations, back-up emergency lights, and exit signs	Fair
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Damaged wood siding and rotting joints. POC reports significant uncontrolled water intrusion throughout the exterior wall system requiring a full wall system upgrade and replacement.	

Interpretive Center (Wagons 1-3): Expenditure Forecast

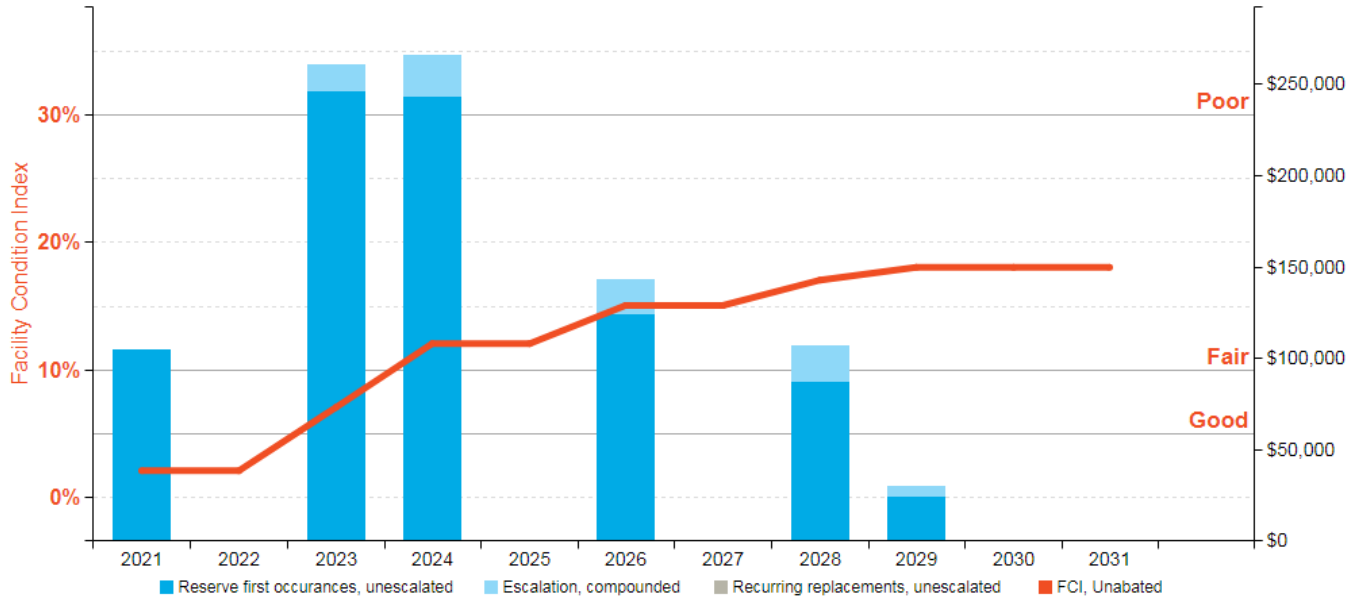
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	$350,499	-	-	$127,231	$308,875	$786,605
Roofing	-	-	$131,596	-	$166,635	$298,231
Interiors	-	-	$24,036	$73,178	$311,394	$408,608
Plumbing	-	-	-	$1,070	$17,754	$18,824
HVAC	-	-	$48,013	-	$223,204	$271,217
Fire Protection	-	-	$27,352	-	$8,506	$35,858
Electrical	-	-	$57,958	-	$427,866	$485,824
Fire Alarm & Electronic Systems	-	-	$119,701	-	$125,987	$245,688
Equipment & Furnishings	-	-	-	$19,185	$64,872	$84,057
TOTALS	**$350,500**	**-**	**$408,700**	**$220,700**	**$1,655,100**	**$2,635,000**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Interpretive Center (Wagons 1-3): Needs by Year with Unaddressed FCI Over Time

FCI Analysis: End of the Oregon Trail Interpretive Center Interpretive Center (Wagons 1-3)

Replacement Value: $ 5,189,400; Inflation rate: 3.0%



3. Visitor's Center

Visitor's Center: Systems Summary		
Address	1726 Washington Street; Oregon City, Oregon	
Constructed/Renovated	1994	
Building Size	2,600 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Wood and steel frame structure	Good
Façade	Wood with wood windows	Fair
Roof	Primary: Hip construction with asphalt shingles Secondary: Hip construction with metal finish Tertiary: Flat construction with single-ply TPO/PVC membrane	Fair
Interiors	Walls: Painted gypsum board, unfinished/exposed Floors: Wood, vinyl sheeting Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting Electric water heater Toilet and sink in restroom	Fair
HVAC	Individual packaged unit	Good

Visitor's Center: Systems Summary

Fire Suppression	Fire extinguishers	Fair
Electrical	Source and Distribution: Main panel Interior Lighting: LED, CFL	Fair
Fire Alarm	Back-up emergency lights and exit signs	Fair
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Building lacks fire alarm system, building lacks fire sprinkler suppression system	

Visitor's Center: Systems Expenditure Forecast

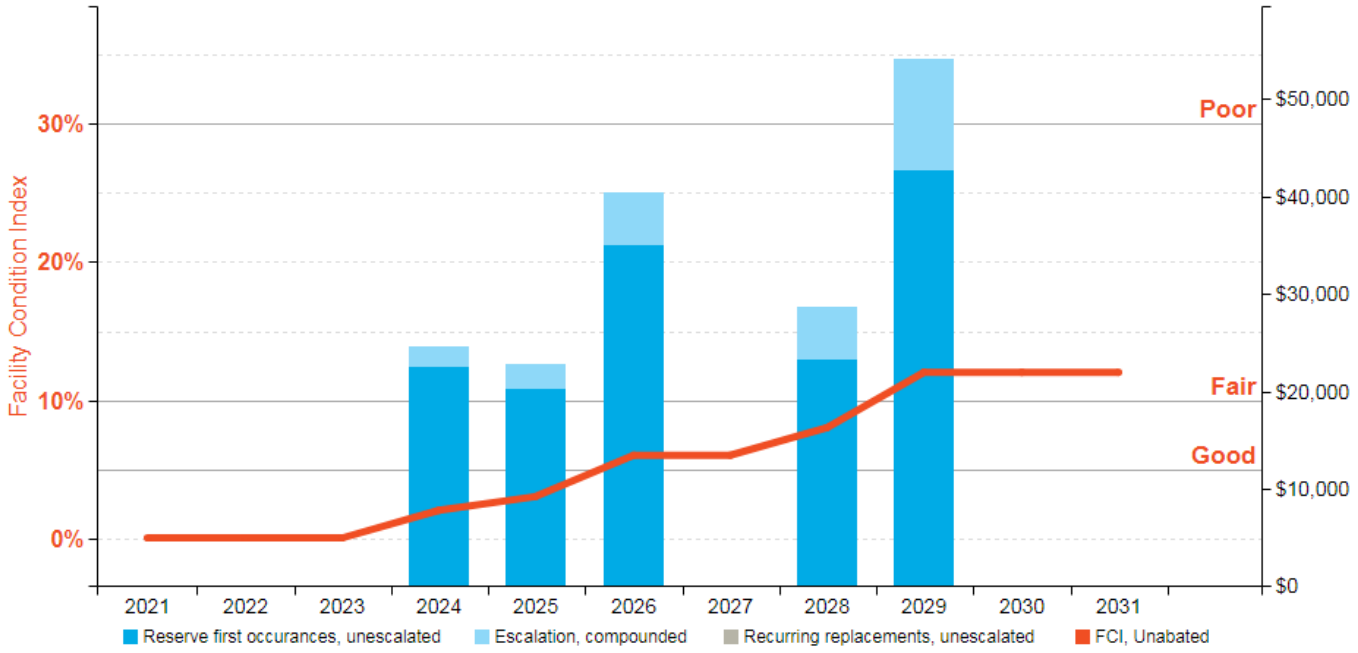
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$31,143	$54,014	$31,323	$116,480
Roofing	-	-	$20,568	-	$100,939	$121,507
Interiors	-	-	-	$11,031	$94,785	$105,816
Plumbing	-	-	$2,260	$1,918	$24,818	$28,996
HVAC	-	-	-	$8,313	$30,380	$38,693
Fire Protection	-	-	$11,412	-	-	$11,412
Electrical	-	-	$1,278	-	$56,278	$57,556
Fire Alarm & Electronic Systems	-	-	$21,207	-	$15,261	$36,468
Equipment & Furnishings	-	-	-	$7,354	-	$7,354
TOTALS	**-**	**-**	**$87,900**	**$82,700**	**$353,800**	**$524,400**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Visitor's Center: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: End of the Oregon Trail Interpretive Center Visitor's Center

Replacement Value: $ 1,450,800; Inflation rate: 3.0%



4. Henderson Farm

Henderson Farm: Systems Summary		
Address	1726 Washington Street; Oregon City, Oregon	
Constructed/Renovated	1994	
Building Size	2,900 SF	
Number of Stories	Two	
System	*Description*	*Condition*
Structure	Wood and concrete frame structure	Fair
Façade	Wood with wood windows	Fair
Roof	Gable construction with asphalt shingles	Excellent
Interiors	Walls: Painted gypsum board, unfinished Floors: Carpet, unfinished/exposed Ceilings: Painted gypsum board, unfinished/exposed	Fair
Elevators	None	--
Plumbing	None	--
HVAC	Supplemental components: wall and baseboard heaters	Fair

Henderson Farm: Systems Summary

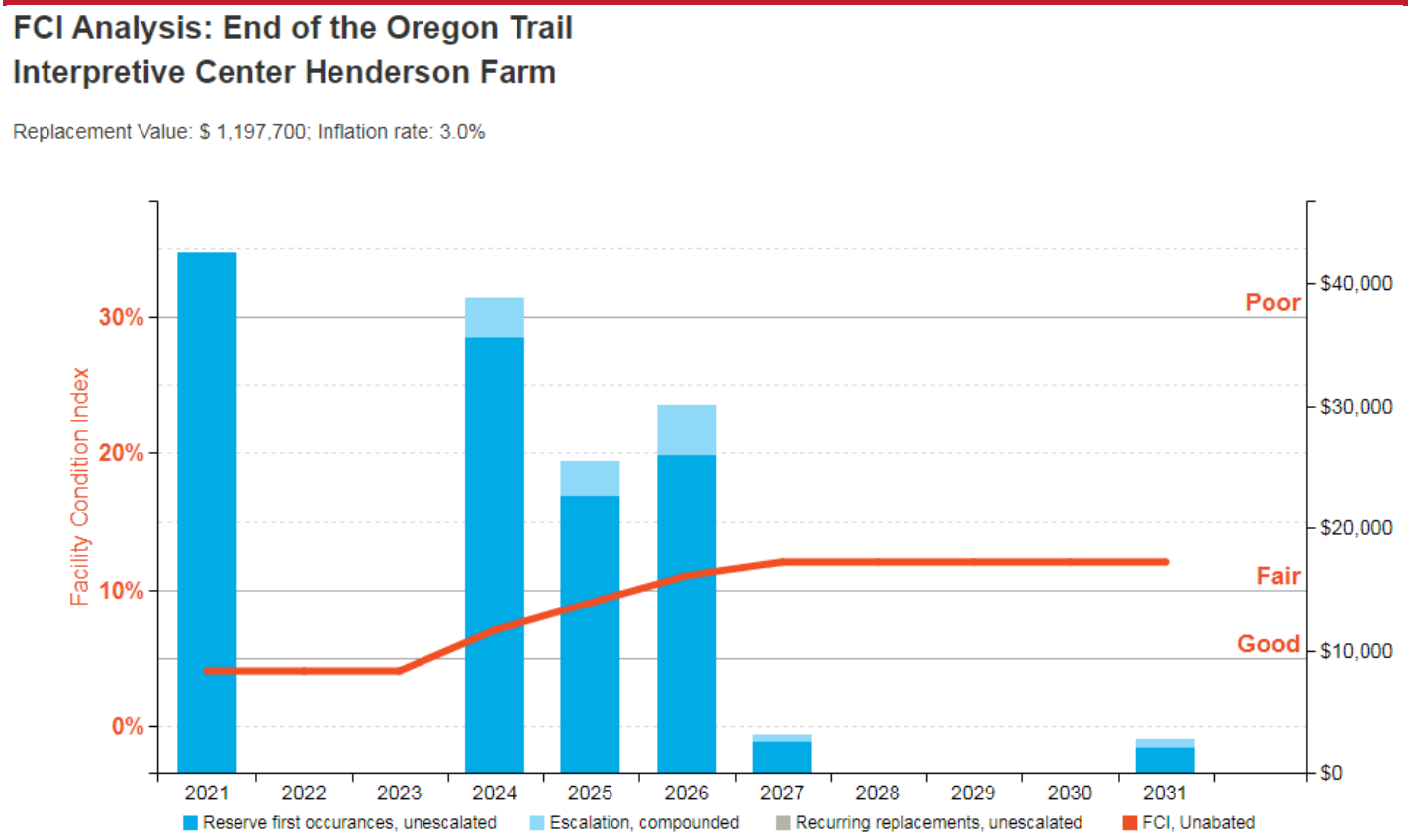
Fire Suppression	Fire extinguishers	Fair
Electrical	Source and Distribution: Main panel Interior Lighting: LED, CFL	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Insect/bird infestation, significant cracks in walls, bulging retaining wall, building lacks fire alarm system, building lacks fire sprinkler suppression system	

Henderson Farm: Systems Summary

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	$862	-	$32,045	-	$25,096	$58,003
Roofing	-	-	$2,712	-	$20,212	$22,924
Interiors	$33,150	-	$21,858	-	$62,793	$117,801
HVAC	-	-	$7,233	-	-	$7,233
Fire Protection	-	-	$12,729	-	-	$12,729
Electrical	-	-	-	$3,104	$56,840	$59,944
Fire Alarm & Electronic Systems	-	-	$12,729	-	-	$12,729
Site Development	-	-	$5,113	-	-	$5,113
Site Utilities	-	-	-	$2,795	-	$2,795
Follow-up Studies	$8,450	-	-	-	-	$8,450
TOTALS	**$42,500**	**-**	**$94,500**	**$5,900**	**$165,000**	**$307,900**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Henderson Farm: Needs by Year with Unaddressed FCI Over Time



5. Restrooms

Restrooms: Systems Summary		
Address	1726 Washington Street; Oregon City, Oregon	
Constructed/Renovated	1994	
Building Size	1,000 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Conventional wood frame structure on concrete slab	Good
Façade	Wood, no windows	Fair
Roof	Primary: Gable construction with asphalt shingles	Excellent
Interiors	Walls: Painted gypsum board, ceramic tile Floors: Ceramic tile, vinyl sheeting Ceilings: Painted gypsum board	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting Electric water heater Toilets, urinals, and sinks in all restrooms	Fair
HVAC	None	--
Fire Suppression	Dry-pipe sprinkler system; fire extinguishers	Fair

Restrooms: Systems Summary

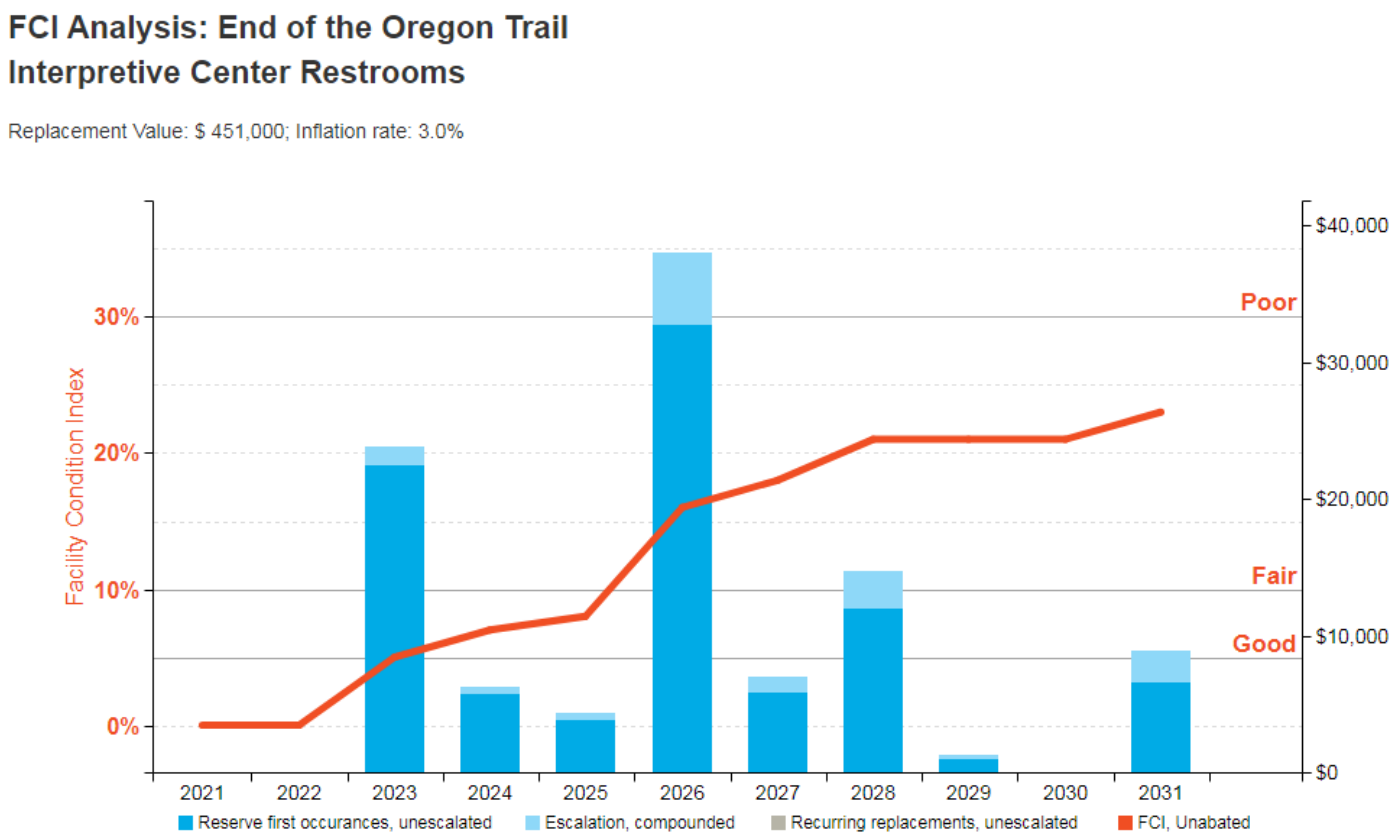
Electrical	Source and Distribution: Main panel Interior Lighting: LED, CFL	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Building lacks fire alarm system, building lacks fire sprinkler suppression system	

Restrooms: System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$23,790	-	-	$15,457	$39,247
Roofing	-	-	$1,763	-	$13,589	$15,352
Interiors	-	-	$5,274	$15,972	$42,715	$63,961
Plumbing	-	-	$32,039	$3,235	$26,310	$61,584
Fire Protection	-	-	$2,260	-	-	$2,260
Electrical	-	-	$2,841	$12,790	$4,772	$20,403
Fire Alarm & Electronic Systems	-	-	$4,389	-	-	$4,389
TOTALS	**-**	**$23,800**	**$48,600**	**$32,000**	**$102,900**	**$207,300**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restrooms: Needs by Year with Unaddressed FCI Over Time



6. Site Summary

Site Information		
Lot Size	7.3 acres (estimated)	
Parking Spaces	186 total spaces all in open lots; 6 of which are accessible	
System	*Description*	*Condition*
Pavement/Flatwork	Asphalt lots with areas of concrete and asphalt and concrete sidewalks, curbs, ramps, and stairs	Fair
Site Development	Property entrance signage, chain link fencing Park benches, picnic tables, trash receptacles	Fair
Landscaping and Topography	Moderate landscaping features Irrigation present Timber retaining wall Moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Good
Site Lighting	Pole-mounted: LED Building-mounted: LED, CFL Pedestrian walkway lighting	Fair
Ancillary Structures	Pre-fabricated storage sheds, gazebo, outdoor stage	Good
Accessibility	Presently it does not appear an accessibility study is needed for the exterior site areas. See Appendix C.	
Key Issues and Findings	Severe asphalt parking lot alligator cracking, cracked and spalled asphalt walkways, rotting wood deck, tree growing onto building	

Site: System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	$294	-	-	-	$294
Facade	-	-	$210,695	-	$283,156	$493,851
Plumbing	-	-	-	-	$11,173	$11,173
Fire Protection	-	-	-	-	$14,181	$14,181
Special Construction & Demo	-	-	-	-	$124,440	$124,440
Site Development	$1,950	-	-	$96,788	$7,214	$105,952
Site Utilities	-	-	-	$23,023	$163,477	$186,500
Site Pavement	-	$204,985	-	$526,748	$163,347	$895,080
TOTALS	**$2,000**	**$205,300**	**$210,700**	**$646,600**	**$767,000**	**$1,831,600**

7. Property Space Use and Observed Areas

Unit Allocation

All 15,800 square feet of the property are occupied by the City of Oregon City. The spaces are mostly learning and activity areas with supporting restrooms, administrative offices, and mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roofs.

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- Roofs, Main Building (Wagons 1-3), Lack of ladder or other means of egress

8. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not // are included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The campus was originally constructed in 1994. The campus has not since been substantially renovated.

During the interview process with the client representatives, no complaints or pending litigation associated with potential accessibility issues within the campus was reported.

A prior accessibility survey was performed 02/12/2012. From BV's perspective and limited analysis of the documents provided in conjunction with our own site visit, it appears that the recommendations from that study have been partially addressed. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

9. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

10. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

11. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of End of the Oregon Trail Interpretive Center, 1726 Washington Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

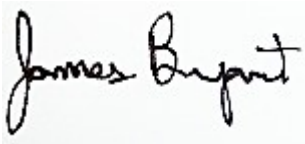
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Jonathan Levine,
Project Manager

Reviewed by:



James Bryant,
Technical Report Reviewer for
Jim Cave,
Program Manager
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1	END OF THE OREGON TRAIL INTERPRETIVE CENTER

2	MAIN BUILDING (WAGONS 1-3)

3	VISITOR'S CENTER

4	HENDERSON FARM

5	RESTROOM BUILDING

6	WOOD AND WOOD WINDOW FAÇADE

7	DAMAGED EXTERIOR WOOD WALL

8	CRACKED WALL

9	ROTTING WOOD DECKING

10	EXTERIOR WOOD DOORS

11	EXTERIOR METAL DOOR

12	ASPHALT SHINGLE ROOF

13	TPO/PVC ROOFING

14	GUTTERS AND DOWNSPOUTS

15	WAGON 1

16	THEATER (WAGON 2)

17	WAGON 3

18	VISITORS CENTER

19	HENDERSON FARM

20	INSECT INFESTATION

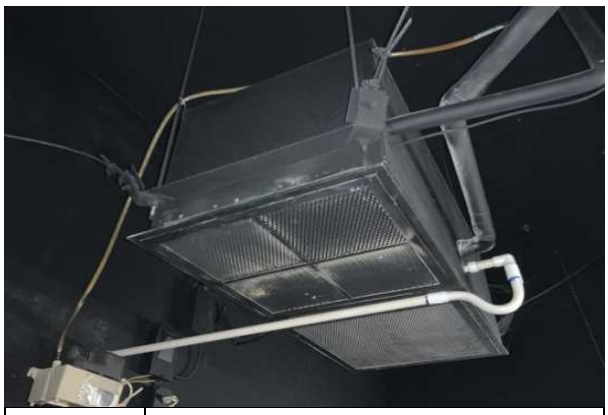
21	RESTROOM

22	BACKFLOW PREVENTER

23	WATER HEATER

24	PACKAGED UNIT

25	SPLIT SYSTEM CONDENSING UNIT



26	FAN COIL UNIT

27	FIRE SPRINKLER SUPPRESSION SYSTEM

28	ELECTRICAL DISTRIBUTION SYSTEM

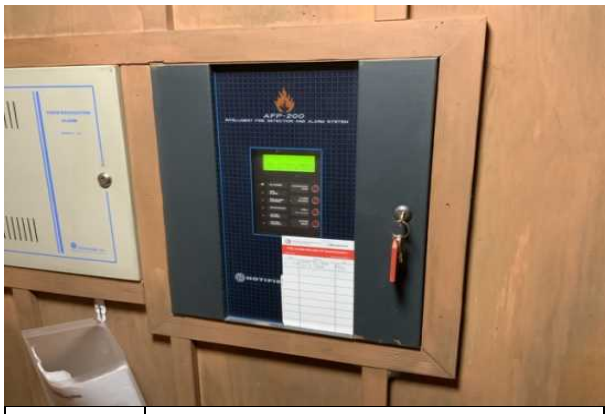
29	MAIN SWITCHBOARD

30	MAIN DISTRIBUTION PANEL

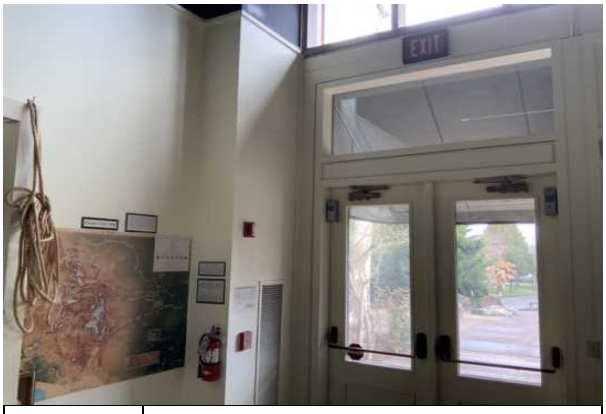
31	EMERGENCY UPS SYSTEM

32	INTERIOR LIGHTING

33	INTERIOR LIGHTING



34	FIRE ALARM CONTROL PANEL



35	FIRE ALARM SYSTEM

36	PARKING LOT

37	ASPHALT ALLIGATOR CRACKING

38	ASPHALT WALKWAY

39	PICNIC SHELTER

40	OUTDOOR STAGE

41	BULGING RETAINING WALL

42	IRRIGATION SYSTEM

43	LANDSCAPING

44	LANDSCAPING

45	TREE GROWING ONTO HENDERSON FARM

46	SITE POLE LIGHT

47	EXTERIOR BUILDING MOUNTED LIGHT

48	WALKWAY BOLLARD LIGHT

Site Plan

Project Number	Project Name
148392.21R000-007.017	End of the Oregon Trail Interpretive Center
Source	**On-Site Date**
Google Earth	March 09, 2021

BUREAU VERITAS FACILITY CONDITION ASSESSMENT:
PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: End of the Trail

Name of person completing form: Anne Crandall

Title / Association with property: Facilities Maintenance Specialist

Length of time associated w/ property: Since 2012

Date Completed: 3/8/2021

Phone Number: 503-422-5226

Method of Completion: PRIOR: fully completed by client in advance

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

DATA OVERVIEW		RESPONSE		
1	Year/s constructed / renovated	1994		
2	Building size in SF	17,900		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade		Quotes in 2012 and 2014 to upgrade to Hardy. No budget either year. Lessee replaced the ply and trim in 2015 (?) but the wood under trim was not painted and is rotting. We applied some patches to holes made by birds.
		Roof		The shake roofing for the Visitor Center and picnic pavilion were replaced 4/2016. Partial repair of the roof on Wagon #1 was done 2/2019. The shake roofing for the restrooms and office buildings replaced 2/2021
		Interiors		
		HVAC		The RTU for the Visitor Center was replaced 10/2016. The HP for wagon 3 was replaced fall of 2020 and RTU for wagon 1 replaced 11/2020.
		Electrical		
		Site Pavement		
		Accessibility		
QUESTION		RESPONSE		

4	List other significant capital improvements (focus on recent years; provide approximate date).	Added stage in 2018 (I think).
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	Wagons reroof, Wagons-reside with Hardy, HP for wagon 2 replacement. In budget process. Have asked for funding. The burglar system is antiquated, have not requested replacement with other differed projects more pressing.
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	The hoops are aesthetically non pleasing with moss and bird droppings. Have had them cleaned and re-painted with in the past 10 years.

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

QUESTION		RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement, or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?		X			
13	Are any areas of the facility inadequately heated, cooled, or ventilated? Any poorly insulated areas?			X		I think many areas are poorly insulated. Further investigation needed.
14	Is the electrical service outdated, undersized, or otherwise problematic?	X				Recent power problems associated with weather event caused several equipment issues. Are panels surge protected adequately? Further investigation needed.
15	Are there any problems or inadequacies with exterior lighting?	X				The exterior lighting is not bright and expensive to maintain labor and materials. LEDs would be an excellent fit here.
16	Is site/parking drainage inadequate, with excessive ponding or other problems?	X				Ponding during heavy rains.
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?			X		

the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.	x				2/12/2012
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			Signage
20	ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?		X			

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: End of the Oregon Trail Interpretive Center

BV Project Number: 148392.21R000-007.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.	X			2/12/2012
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.	X	X		Partially addressed. Most improvements were made but some still remain to be, specifically pertaining to signage.
3	Has building ownership/management reported any ADA complaints or litigation?		X		

Site: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Campus Parking			ADA Parking Area	☐
General Exterior Route				☒
Site Restrooms		NA		
Playgrounds & Pools		NA		☐
Site Amenities				☒

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Site Accessibility: Photographic Overview

1 - ACCESSIBLE PARKING AREA

2 – MISSING PARKING SIGNAGE

3 – EXTERIOR PATH OF TRAVEL

4 - CURB CUT

5 – PICNIC SHELTER

6 – OUTDOOR STAGE

Main Building (Wagons 1-3): Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route		NA		
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		
Theater				☒

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

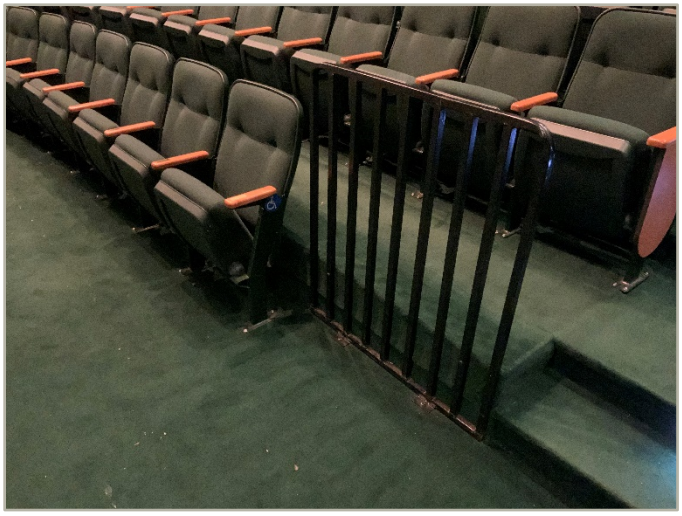
Main Building (Wagons 1-3) Accessibility: Photographic Overview

1 – MAIN ACCESSIBLE ENTRANCE

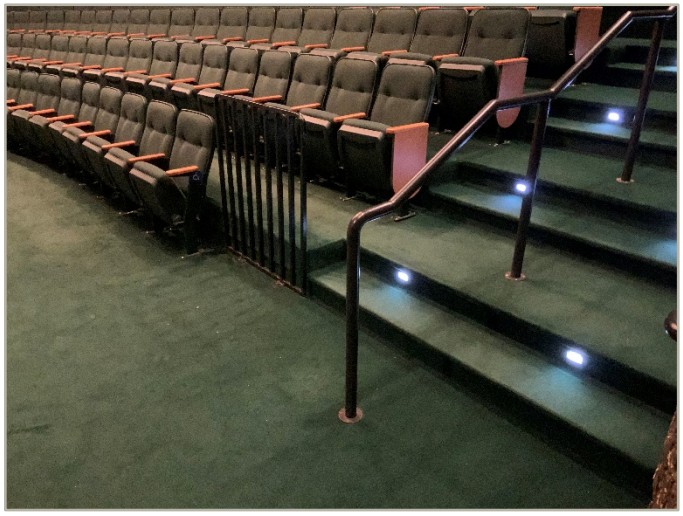
2 – ALTERNATE ENTRANCE

3 – INTEIROR PATH OF TRAVEL

4 – INTERIOR DOOR



5 - ACCESSIBLE THEATER SEATING



6 – THEATER PATH OF TRAVEL

Visitor's Center: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route				☒
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Visitor's Center Accessibility: Photographic Overview

1 – EXTERIOR ACCESSIBLE PATH

2 – RAMP TO BUILDING ENTRANCE

3 – MAIN ACCESSIBLE ENTRANCE

4 – ALTERNATE ENTRANCE

5 – BUILDING INTERIOR

6 – INTERIOR PATH OF TRAVEL

Henderson Farm: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route		NA		
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Henderson Farm Accessibility: Photographic Overview

1 – BUILDING EXTERIOR PATH/ENTRANCE

2 – ALTERNATE ENTRANCE

3 – INTERIOR

4 – INTERIOR PATH OF TRAVEL

Restrooms: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route		NA		
Building Entrances				☒
Interior Route		NA		
Elevators		NA		
Public Restrooms			Restrooms	☐
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Restrooms Accessibility: Photographic Overview

1 – BUILDING ENTRANCE

2 – ENTRANCE DOOR HARDWARE

3 - RESTROOM

4 – TOILET STALL

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations - Maneuvering door clearance areas with excessive slopes	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

Component Condition Report | End of the Oregon Trail Interpretive Center / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1010	Deck	Poor	Structural Flooring/Decking, Wood	20 SF	1	2923979
Facade						
B2080	Site	Fair	Awning, Fabric, per SF of awning	18,000 SF	4	2923957
Plumbing						
D2010	Site	Fair	Backflow Preventer, Domestic Water	1	17	2923973
Fire Protection						
D4010	Site	Fair	Backflow Preventer, Fire Suppression	1	17	2924002
Special Construction & Demo						
F1020	Site	Fair	Ancillary Building, Wood-Framed or CMU, Standard	80 SF	20	2923986
F1020	Site	Good	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard	900 SF	20	2923991
F1020	Site	Good	Ancillary Building, Wood-Framed or CMU, Standard	650 SF	32	2923945
F1020	Site	Good	Ancillary Building, Wood-Framed or CMU, Standard	50 SF	25	2923913
F1020	Site	Good	Ancillary Building, Wood-Framed or CMU, Standard	100 SF	25	2924035
Pedestrian Plazas & Walkways						
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	90,700 SF	2	2923975
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	60,700 SF	10	2923937
G2020	Parking lot	Poor	Parking Lots, Pavement, Asphalt, Mill & Overlay	30,000 SF	1	2923931
G2030	Site	Poor	Sidewalk, Asphalt	1,100 SF	1	2924042
G2030	Site	Fair	Sidewalk, Asphalt	9,400 SF	10	2923994
Sitework						
G2060	Site	Fair	Picnic Table, Wood/Composite/Fiberglass	9	10	2924039
G2060	Site	Good	Signage, Exterior/Site, Guide & Directional Pole-Mounted	2	15	2923914
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	4	12	2923951
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 8'	60 LF	25	2923929
G2080	Site	Fair	Irrigation System, Pop-Up Spray Heads, Commercial	50,000 SF	10	2923998
G2080	Site	Poor	Landscaping, Mature Trees, Removal/Trimming, Repair	1	0	2923983
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement	21	12	2924018
G4050	Site	Fair	Site Walkway Fixture w/ Lamp, Bollard Style	16	7	2924004

Component Condition Report | End of the Oregon Trail Interpretive Center / Henderson Farm

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	2nd floor	NA	Exterior Walls, Vented/Decorative Gable	50 SF	0	2967272
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	10	5	2923997
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core Decorative High-End	1	5	2923990
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	1	13	2923962
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core	1	3	2924027

Component Condition Report | End of the Oregon Trail Interpretive Center / Henderson Farm

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Roofing						
B3010	Roof	Excellent	Roofing, Asphalt Shingle, 20-Year Standard	1,900 SF	20	2924014
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	200 LF	5	2923911
Interiors						
C1010	Throughout building	Poor	Interior Wall Construction, Concrete, Repair	100 SF	0	2948138
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	2,200 SF	5	2923933
C2030	Henderson Farm	Fair	Flooring, Wood, Strip	1,100 SF	15	2924047
C2030	Throughout building	Fair	Flooring, Carpet, Commercial Standard	1,500 SF	3	2924003
C2050	Throughout building	Fair	Ceiling Finishes, any flat surface, Prep & Paint	300 SF	5	2923934
C2050	Henderson Farm	NA	Ceiling Finishes, Metal	1,500 SF	0	2923944
HVAC						
D3020	2nd floor	Fair	Unit Heater, Electric	4	5	2924037
D3020	Office	Fair	Baseboard Heater, Electric, 4 LF	1	5	2923941
Fire Protection						
D4010	Throughout building	NA	Fire Suppression System, Full System Install/Retrofit, Low Density/Complexity, Install	2,900 SF	4	2945160
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	2	5	2923912
Electrical						
D5020	Office	Fair	Distribution Panel, 120/208 V	1	6	2923925
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	2,900 SF	13	2944923
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	2,900 SF	12	2924044
Fire Alarm & Electronic Systems						
D7050	Throughout building	NA	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	2,900 SF	4	2945161
Sitework						
G2060	Site- Henderson Farm	Fair	Retaining Wall, Treated Timber	180 SF	3	2924006
G4050	Building exterior	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	4	10	2923995
Follow-up Studies						
P2030	Throughout building	NA	Engineering Study, Structural, Superstructure, Evaluate/Report	1	0	2923974

Component Condition Report | End of the Oregon Trail Interpretive Center / Main Building (Wagons 1-3)

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Poor	Exterior Walls, Textured Plywood (T1-11)	3,000 SF	2	2923955
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	16,000 SF	6	2924032
B2020	Building exterior	Fair	Window, Wood, 16-25 SF	2	8	2923939
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	13	8	2923985
B2020	Building exterior	Fair	Window, Wood, 28-40 SF	3	8	2924012
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	6	13	2923930
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core Decorative High-End	6	7	2923999
Roofing						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
B3010	Roof	Good	Roofing, Single-Ply Membrane, TPO/PVC	4,300 SF	19	2923988
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC	5,000 SF	3	2923940
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	800 LF	5	2924009
Interiors						
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core Decorative High-End	2	13	2924019
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	13	13	2924021
C1070	Throughout building	Fair	Suspended Ceilings, Acoustical Tile (ACT)	400 SF	5	2924026
C2010	Throughout building	Good	Wall Finishes, any surface, Prep & Paint	10,200 SF	7	2924017
C2010	Theater	Fair	Wall Finish, Acoustical Carpeting, Sound Dampening	2,700 SF	7	2923993
C2030	Throughout building	Fair	Flooring, Wood, Strip	7,200 SF	15	2923992
C2030	Theater	Fair	Flooring, Carpet, Commercial Standard	1,800 SF	5	2924029
C2030	Theater	Fair	Flooring, Vinyl Tile (VCT)	100 SF	3	2923923
C2030	Throughout building	Fair	Flooring, Vinyl Sheeting	150 SF	5	2924043
C2050	Throughout building	Good	Ceiling Finishes, any flat surface, Prep & Paint	1,600 SF	7	2923987
Plumbing						
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Very Low Density (excludes fixtures)	9,300 SF	13	2946863
D2010	Laundry room	Fair	Water Heater, Electric, Residential	1	8	2924007
HVAC						
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump	2	3	2924028
D3030	Theater	Fair	Split System, Fan Coil Unit, DX	2	3	2923950
D3050	Throughout building	Fair	HVAC System, Ductwork, Medium Density	9,300 SF	12	2923922
D3050	Building exterior	Good	Packaged Unit, RTU, Pad or Roof-Mounted	1	18	2923918
D3050	Roof- wagon 1	Good	Packaged Unit, RTU, Pad or Roof-Mounted	1	19	2924023
D3050	Building exterior	Fair	Packaged Unit, RTU, Pad or Roof-Mounted	1	3	2923956
Fire Protection						
D4010	Throughout building	Fair	Fire Suppression System, Existing Sprinkler Heads, by SF	9,300 SF	5	2923915
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	14	5	2924024
Electrical						
D5010	Electrical room	Fair	Uninterruptible Power Supply, UPS	1	3	2924008
D5020	Electrical room	Fair	Switchboard, 120/208 V	1	13	2923965
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	9,300 SF	13	2923921
D5040	Throughout building	Good	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	9,300 SF	15	2924016
D5040	Theater	Fair	Lighting Controls, Dimming Panel, Digital Time Control Clock & Photosensor	2	12	2923948
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign, LED	12	5	2924022
Fire Alarm & Electronic Systems						
D6030	Theater	Fair	Sound System, Theater/Auditorium/Church	1,800 SF	12	2923961
D7050	Wagon 3	Fair	Fire Alarm Panel, Fully Addressable	1	3	2923954
D7050	Throughout building	Fair	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade	9,300 SF	5	2923982
D7050	Wagon 3	Fair	Fire Alarm Panel, Fully Addressable	1	3	2923928

Component Condition Report | End of the Oregon Trail Interpretive Center / Main Building (Wagons 1-3)

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D8010	Throughout building	Fair	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	9,300 SF	5	2924001
Equipment & Furnishings						
E1030	Utility closet	Fair	Foodservice Equipment, Refrigerator, 2-Door Reach-In	2	7	2923926
E1060	Laundry room	Fair	Residential Appliances, Washer/Dryer Combo Unit	2	7	2923968
E2010	Theater	Fair	Fixed Seating, Auditorium/Theater, Metal Cushioned Standard	100	12	2923972

Component Condition Report | End of the Oregon Trail Interpretive Center / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Poor	Exterior Walls, Textured Plywood (T1-11)	40 SF	1	2923977
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	5	13	2923966
Roofing						
B3010	Roof	Excellent	Roofing, Asphalt Shingle, 20-Year Standard	1,100 SF	20	2923947
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	130 LF	5	2924025
Interiors						
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	2	13	2924031
C1090	Restrooms	Fair	Toilet Partitions, Metal	6	10	2924041
C2010	Restrooms	Fair	Wall Finishes, Ceramic Tile	150 SF	13	2924000
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	1,700 SF	6	2923916
C2030	Restrooms	Fair	Flooring, Ceramic Tile	500 SF	13	2923984
C2030	Throughout building	Fair	Flooring, Vinyl Sheeting	500 SF	5	2924033
C2050	Throughout building	Fair	Ceiling Finishes, any flat surface, Prep & Paint	1,000 SF	6	2923917
Plumbing						
D2010	Staff Room	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	7	2923932
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	5	5	2924020
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	1,000 SF	13	2923989
D2010	Staff restroom	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	1	5	2923967
D2010	Building exterior	Fair	Drinking Fountain, Wall-Mounted, Bi-Level	1	3	2923920
D2010	Water heater closet	Fair	Water Heater, Electric, Residential	1	3	2924015
D2010	Restrooms	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	5	5	2923938
D2010	Utility closet	Fair	Sink/Lavatory, Service Sink, Floor	1	8	2923996
D2010	Staff restroom	Fair	Toilet, Commercial Water Closet	1	5	2924036
D2010	Restrooms	Fair	Urinal, Standard	2	5	2923970
Fire Protection						
D4010	Throughout building	Fair	Fire Suppression System, Existing Sprinkler Heads, by SF	1,000 SF	5	2924011
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	1	5	2923964
Electrical						
D5020	Staff Room	Fair	Distribution Panel, 120/208 V	1	3	2923980
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	1,000 SF	13	2944924

Component Condition Report | End of the Oregon Trail Interpretive Center / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	1,000 SF	7	2923971
Fire Alarm & Electronic Systems						
D7050	Throughout building	NA	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	1,000 SF	4	2945162

Component Condition Report | End of the Oregon Trail Interpretive Center / Visitor's Center

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2020	Building exterior	Fair	Window, Wood, 16-25 SF	10	8	2924030
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	26	8	2923949
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core Decorative High-End	2	5	2923924
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core	2	5	2923936
Roofing						
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC	370 SF	5	2924045
B3010	Roof	Good	Roofing, Asphalt Shingle, 20-Year Standard	2,275 SF	15	2924005
B3010	Roof	Fair	Roofing, Metal	2,200 SF	20	2945165
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	280 LF	5	2923946
Interiors						
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	3	13	2923953
C2010	Throughout building	Good	Wall Finishes, any surface, Prep & Paint	4,600 SF	7	2923958
C2030	Throughout building	Fair	Flooring, Wood, Strip	2,500 SF	15	2924010
C2030	Throughout building	Fair	Flooring, Vinyl Sheeting	100 SF	5	2924038
Plumbing						
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures)	2,600 SF	13	2944926
D2010	Restroom	Fair	Water Heater, Electric, Instant Hot	1	5	2924040
D2010	Restroom	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	1	5	2923960
D2010	Backroom	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	7	2924013
D2010	Restroom	Fair	Toilet, Residential Water Closet	1	5	2923963
HVAC						
D3050	Roof	Good	Packaged Unit, RTU, Pad or Roof-Mounted	1	15	2923969
D3050	Throughout building	Fair	HVAC System, Ductwork, Low Density	2,600 SF	7	2923952
D3060	Restroom	Fair	Exhaust Fan, Residential Bathroom	1	5	2924034
Fire Protection						
D4010	Throughout building	NA	Fire Suppression System, Full System Install/Retrofit, Low Density/Complexity, Install	2,600 SF	4	2945159
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	2	5	2924046
Electrical						
D5020	Storage room	Fair	Distribution Panel, 120/208 V	1	11	2923943
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	2,600 SF	13	2944925
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign/Emergency Combo, LED	3	3	2923919
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	2,600 SF	12	2923978

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Fire Alarm & Electronic Systems						
D7050	Throughout building	NA	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	2,600 SF	4	2945163
D8010	Throughout building	Fair	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	2,600 SF	5	2923927
Equipment & Furnishings						
E1030	Visitors center	Fair	Foodservice Equipment, Refrigerator, 2-Door Reach-In	1	7	2923935

Replacement Reserves Report
End of the Oregon Trail Interpretive Center

7/16/2021

ID	Building	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2967272	Henderson Farm	Exterior Walls, Vented/Decorative Gable, Replace	2nd floor	20	20	0	50	SF	$17.25	$863	$863																				$863	$1,725
3147369	Henderson Farm	Exterior Walls, Stained Wood Surfaces, Prep & Stain	Exterior Walls	10	7	3	2800	SF	$5.40	$15,120				$15,120										$15,120								$30,240
2923997	Henderson Farm	Window, Wood, up to 15 SF, Replace	Building exterior	30	25	5	10	EA	$1,040.00	$10,400						$10,400																$10,400
2924027	Henderson Farm	Exterior Door, Wood, Solid-Core, Replace	Building exterior	25	22	3	1	EA	$1,105.00	$1,105				$1,105																		$1,105
2923990	Henderson Farm	Exterior Door, Wood, Solid-Core Decorative High-End, Replace	Building exterior	25	20	5	1	EA	$1,950.00	$1,950						$1,950																$1,950
2923962	Henderson Farm	Exterior Door, Steel, Standard, Replace	Building exterior	40	27	13	1	EA	$910.00	$910														$910								$910
2924014	Henderson Farm	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	0	20	1900	SF	$5.89	$11,191																					$11,191	$11,191
2923911	Henderson Farm	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	15	5	200	LF	$11.70	$2,340						$2,340																$2,340
2948138	Henderson Farm	Interior Wall Construction, GWB, Repair	Throughout Building	0	0	0	100	SF	$39.00	$3,900	$3,900																					$3,900
2923944	Henderson Farm	Suspended Ceilings, Undefined, Replace	Henderson Farm	25	50	0	1500	SF	$19.50	$29,250	$29,250																					$29,250
2923933	Henderson Farm	Wall Finishes, any surface, Prep & Paint	Throughout building	10	5	5	2200	SF	$1.95	$4,290						$4,290										$4,290						$8,580
2924047	Henderson Farm	Flooring, Wood, Strip, Replace	Henderson Farm	30	15	15	1100	SF	$19.50	$21,450																$21,450						$21,450
2924003	Henderson Farm	Flooring, Carpet, Commercial Standard, Replace	Throughout building	10	7	3	1500	SF	$9.75	$14,625				$14,625										$14,625								$29,250
2923934	Henderson Farm	Ceiling Finishes, any flat surface, Prep & Paint	Throughout building	10	5	5	300	SF	$2.60	$780						$780										$780						$1,560
2924037	Henderson Farm	Unit Heater, Electric, Replace	2nd floor	20	15	5	4	EA	$1,560.00	$6,240						$6,240																$6,240
2945160	Henderson Farm	Fire Suppression System, Full System Install/Retrofit, Low Density/Complexity, Install	Throughout building	40	36	4	2900	SF	$3.90	$11,310					$11,310																	$11,310
2923925	Henderson Farm	Distribution Panel, 120/208 V, Replace	Office	30	24	6	1	EA	$2,600.00	$2,600							$2,600															$2,600
2944923	Henderson Farm	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	27	13	2900	SF	$3.25	$9,425														$9,425								$9,425
2924044	Henderson Farm	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Throughout building	20	8	12	2900	SF	$10.40	$30,160													$30,160									$30,160
2945161	Henderson Farm	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	Throughout building	20	16	4	2900	SF	$3.90	$11,310					$11,310																	$11,310
2924006	Henderson Farm	Retaining Wall, Treated Timber, Replace	Site- Henderson Farm	25	22	3	180	SF	$26.00	$4,680				$4,680																		$4,680
2923995	Henderson Farm	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	Building exterior	20	10	10	4	EA	$520.00	$2,080											$2,080											$2,080
2923974	Henderson Farm	Engineering Study, Structural, Superstructure, Evaluate/Report	Throughout building	0	0	0	1	EA	$8,450.00	$8,450	$8,450																					$8,450
3147461	Interpretive Center (Wagons 1-3)	Architectural Study/Design, Building Envelope, Roof, Evaluate/Report	Exterior Walls	0	0	0	1	EA	$26,000.00	$26,000	$26,000																					$26,000
3147373	Interpretive Center (Wagons 1-3)	Exterior Walls, Plywood/OSB, Replace	Exterior Walls	20	43	0	10750	SF	$9.75	$104,813	$104,813																				$104,813	$209,625
2923955	Interpretive Center (Wagons 1-3)	Exterior Walls, Fiber Cement Siding, Replace	Exterior Walls	45	45	0	10750	SF	$17.05	$183,288	$183,288																					$183,288
2924032	Interpretive Center (Wagons 1-3)	Exterior Walls, Painted surface, 1-2 Story Building, Prep & Paint	Building exterior	10	10	0	16000	SF	$3.90	$62,400	$62,400										$62,400										$62,400	$187,200
2923939	Interpretive Center (Wagons 1-3)	Window, Wood, 16-25 SF, Replace	Building exterior	30	22	8	2	EA	$1,560.00	$3,120									$3,120													$3,120
2923985	Interpretive Center (Wagons 1-3)	Window, Wood, up to 15 SF, Replace	Building exterior	30	22	8	13	EA	$1,040.00	$13,520									$13,520													$13,520
2924012	Interpretive Center (Wagons 1-3)	Window, Wood, 28-40 SF, Replace	Building exterior	30	22	8	3	EA	$2,080.00	$6,240									$6,240													$6,240
2923999	Interpretive Center (Wagons 1-3)	Exterior Door, Wood, Solid-Core Decorative High-End, Replace	Building exterior	25	18	7	6	EA	$1,950.00	$11,700								$11,700														$11,700
2923930	Interpretive Center (Wagons 1-3)	Exterior Door, Steel, Standard, Replace	Building exterior	40	27	13	6	EA	$780.00	$4,680														$4,680								$4,680
2923940	Interpretive Center (Wagons 1-3)	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	17	3	5000	SF	$22.10	$110,500				$110,500																		$110,500

2923988	Interpretive Center (Wagons 1-3)	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	1	19	4300	SF	$22.10	$95,030																				$95,030		$95,030
2924009	Interpretive Center (Wagons 1-3)	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	15	5	800	LF	$11.70	$9,360						$9,360																$9,360
2924019	Interpretive Center (Wagons 1-3)	Interior Door, Wood, Solid-Core Decorative High-End, Replace	Throughout building	40	27	13	2	EA	$1,950.00	$3,900														$3,900								$3,900
2924021	Interpretive Center (Wagons 1-3)	Interior Door, Wood, Solid-Core, Replace	Throughout building	40	27	13	13	EA	$910.00	$11,830														$11,830								$11,830
2924026	Interpretive Center (Wagons 1-3)	Suspended Ceilings, Acoustical Tile (ACT), Replace	Throughout building	25	20	5	400	SF	$4.55	$1,820						$1,820																$1,820
2923993	Interpretive Center (Wagons 1-3)	Wall Finish, Acoustical Carpeting, Sound Dampening, Replace	Theater	15	8	7	2700	SF	$13.13	$35,451								$35,451														$35,451
2924017	Interpretive Center (Wagons 1-3)	Wall Finishes, any surface, Prep & Paint	Throughout building	10	3	7	10200	SF	$1.95	$19,890								$19,890										$19,890				$39,780
2923992	Interpretive Center (Wagons 1-3)	Flooring, Wood, Strip, Replace	Throughout building	30	15	15	7200	SF	$19.50	$140,400																$140,400						$140,400
2924043	Interpretive Center (Wagons 1-3)	Flooring, Vinyl Sheeting, Replace	Throughout building	15	10	5	150	SF	$9.10	$1,365						$1,365															$1,365	$2,730
2924029	Interpretive Center (Wagons 1-3)	Flooring, Carpet, Commercial Standard, Replace	Theater	10	5	5	1800	SF	$9.75	$17,550						$17,550										$17,550						$35,100
2923987	Interpretive Center (Wagons 1-3)	Ceiling Finishes, any flat surface, Prep & Paint	Throughout building	10	3	7	1600	SF	$2.60	$4,160								$4,160										$4,160				$8,320
2924007	Interpretive Center (Wagons 1-3)	Water Heater, Electric, Residential, Replace	Laundry room	15	7	8	1	EA	$845.00	$845									$845													$845
2946863	Interpretive Center (Wagons 1-3)	Plumbing System, Supply & Sanitary, Very Low Density (excludes fixtures), Replace	Throughout building	40	27	13	9300	SF	$1.30	$12,090														$12,090								$12,090
2924028	Interpretive Center (Wagons 1-3)	Split System, Condensing Unit/Heat Pump, Replace	Building exterior	15	12	3	2	EA	$2,990.00	$5,980				$5,980															$5,980			$11,960
2923950	Interpretive Center (Wagons 1-3)	Split System, Fan Coil Unit, DX, Replace	Theater	15	12	3	2	EA	$2,730.00	$5,460				$5,460															$5,460			$10,920
2923956	Interpretive Center (Wagons 1-3)	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	Building exterior	20	17	3	1	EA	$32,500.00	$32,500				$32,500																		$32,500
2923922	Interpretive Center (Wagons 1-3)	HVAC System, Ductwork, Medium Density, Replace	Throughout building	30	18	12	9300	SF	$5.20	$48,360												$48,360										$48,360
2923918	Interpretive Center (Wagons 1-3)	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	Building exterior	20	2	18	1	EA	$39,000.00	$39,000																			$39,000			$39,000
2924023	Interpretive Center (Wagons 1-3)	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	Roof- wagon 1	20	1	19	1	EA	$39,000.00	$39,000																				$39,000		$39,000
2923915	Interpretive Center (Wagons 1-3)	Fire Suppression System, Existing Sprinkler Heads, by SF, Replace	Throughout building	25	20	5	9300	SF	$1.95	$18,135						$18,135																$18,135
2924024	Interpretive Center (Wagons 1-3)	Fire Extinguisher, Wet Chemical/CO2, Replace	Throughout building	10	5	5	14	EA	$390.00	$5,460						$5,460										$5,460						$10,920
2924008	Interpretive Center (Wagons 1-3)	Uninterruptible Power Supply, UPS, Replace	Electrical room	15	12	3	1	EA	$49,400.00	$49,400				$49,400															$49,400			$98,800
2923965	Interpretive Center (Wagons 1-3)	Switchboard, 120/208 V, Replace	Electrical room	40	27	13	1	EA	$85,800.00	$85,800														$85,800								$85,800
2923921	Interpretive Center (Wagons 1-3)	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	27	13	9300	SF	$3.25	$30,225														$30,225								$30,225
2923948	Interpretive Center (Wagons 1-3)	Lighting Controls, Dimming Panel, Digital Time Control Clock & Photosensor, Replace	Theater	20	8	12	2	EA	$6,084.00	$12,168												$12,168										$12,168
2924022	Interpretive Center (Wagons 1-3)	Emergency & Exit Lighting, Exit Sign, LED, Replace	Throughout building	10	5	5	12	EA	$286.00	$3,432						$3,432										$3,432						$6,864
2924016	Interpretive Center (Wagons 1-3)	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Throughout building	20	5	15	9300	SF	$10.40	$96,720																$96,720						$96,720
2923961	Interpretive Center (Wagons 1-3)	Sound System, Theater/Auditorium/Church, Replace	Theater	20	8	12	1800	SF	$1.95	$3,510												$3,510										$3,510
2923954	Interpretive Center (Wagons 1-3)	Fire Alarm Panel, Fully Addressable, Replace	Wagon 3	15	12	3	1	EA	$19,500.00	$19,500				$19,500															$19,500			$39,000
2923928	Interpretive Center (Wagons 1-3)	Fire Alarm Panel, Fully Addressable, Replace	Wagon 3	15	12	3	1	EA	$19,500.00	$19,500				$19,500															$19,500			$39,000
2923982	Interpretive Center (Wagons 1-3)	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade	Throughout building	20	15	5	9300	SF	$3.90	$36,270						$36,270																$36,270
2924001	Interpretive Center (Wagons 1-3)	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	Throughout building	15	10	5	9300	SF	$3.25	$30,225						$30,225															$30,225	$60,450
2923926	Interpretive Center (Wagons 1-3)	Foodservice Equipment, Refrigerator, 2-Door Reach-In, Replace	Utility closet	15	8	7	2	EA	$5,980.00	$11,960								$11,960														$11,960

2923968	Interpretive Center (Wagons 1-3)	Residential Appliances, Washer/Dryer Combo Unit, Replace	Laundry room	15	8	7	2	EA	$1,820.00	$3,640								$3,640														$3,640
2923972	Interpretive Center (Wagons 1-3)	Fixed Seating, Auditorium/Theater, Metal Cushioned Standard, Replace	Theater	20	8	12	100	EA	$455.00	$45,500													$45,500									$45,500
2923977	Restrooms	Exterior Walls, Wood Siding, Replace	Building Exterior	30	28	2	1200	SF	$13.00	$15,600			$15,600																			$15,600
3147372	Restrooms	Exterior Walls, Painted surfaces, Prep & Paint	Building Exterior	10	8	2	1750	SF	$3.90	$6,825			$6,825										$6,825									$13,650
2923966	Restrooms	Exterior Door, Steel, Standard, Replace	Building exterior	40	27	13	5	EA	$780.00	$3,900														$3,900								$3,900
2923947	Restrooms	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	0	20	1100	SF	$6.84	$7,524																					$7,524	$7,524
2924025	Restrooms	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	15	5	130	LF	$11.70	$1,521						$1,521																$1,521
2924031	Restrooms	Interior Door, Wood, Solid-Core, Replace	Throughout building	40	27	13	2	EA	$910.00	$1,820														$1,820								$1,820
2924041	Restrooms	Toilet Partitions, Metal, Replace	Restrooms	20	10	10	6	EA	$1,105.00	$6,630											$6,630											$6,630
2924000	Restrooms	Wall Finishes, Ceramic Tile, Replace	Restrooms	40	27	13	150	SF	$23.40	$3,510														$3,510								$3,510
2923916	Restrooms	Wall Finishes, any surface, Prep & Paint	Throughout building	10	4	6	1700	SF	$1.95	$3,315							$3,315									$3,315						$6,630
2923984	Restrooms	Flooring, Ceramic Tile, Replace	Restrooms	40	27	13	500	SF	$23.40	$11,700														$11,700								$11,700
2924033	Restrooms	Flooring, Vinyl Sheeting, Replace	Throughout building	15	10	5	500	SF	$9.10	$4,550						$4,550															$4,550	$9,100
2923917	Restrooms	Ceiling Finishes, any flat surface, Prep & Paint	Throughout building	10	4	6	1000	SF	$2.60	$2,600							$2,600									$2,600						$5,200
2924015	Restrooms	Water Heater, Electric, Residential, Replace	Water heater closet	15	12	3	1	EA	$1,170.00	$1,170				$1,170														$1,170				$2,340
2923989	Restrooms	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	Throughout building	40	27	13	1000	SF	$14.30	$14,300														$14,300								$14,300
2923920	Restrooms	Drinking Fountain, Wall-Mounted, Bi-Level, Replace	Building exterior	15	12	3	1	EA	$1,950.00	$1,950				$1,950														$1,950				$3,900
2924020	Restrooms	Toilet, Commercial Water Closet, Replace	Restrooms	30	25	5	5	EA	$1,690.00	$8,450						$8,450																$8,450
2923967	Restrooms	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	Staff restroom	30	25	5	1	EA	$1,950.00	$1,950						$1,950																$1,950
2923938	Restrooms	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	Restrooms	30	25	5	5	EA	$1,950.00	$9,750						$9,750																$9,750
2924036	Restrooms	Toilet, Commercial Water Closet, Replace	Staff restroom	30	25	5	1	EA	$1,690.00	$1,690						$1,690																$1,690
2923970	Restrooms	Urinal, Standard, Replace	Restrooms	30	25	5	2	EA	$1,430.00	$2,860						$2,860																$2,860
2923932	Restrooms	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	Staff Room	30	23	7	1	EA	$1,560.00	$1,560								$1,560														$1,560
2923996	Restrooms	Sink/Lavatory, Service Sink, Floor, Replace	Utility closet	35	27	8	1	EA	$1,040.00	$1,040									$1,040													$1,040
2924011	Restrooms	Fire Suppression System, Existing Sprinkler Heads, by SF, Replace	Throughout building	25	20	5	1000	SF	$1.95	$1,950						$1,950																$1,950
2923980	Restrooms	Distribution Panel, 120/208 V, Replace	Staff Room	30	27	3	1	EA	$2,600.00	$2,600				$2,600																		$2,600
2944924	Restrooms	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	27	13	1000	SF	$3.25	$3,250														$3,250								$3,250
2923971	Restrooms	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Throughout building	20	13	7	1000	SF	$10.40	$10,400								$10,400														$10,400
2945162	Restrooms	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	Throughout building	20	16	4	1000	SF	$3.90	$3,900					$3,900																	$3,900
2923979	Site	Structural Flooring/Decking, Wood, Replace	Deck	75	74	1	20	SF	$14.30	$286		$286																				$286
2923957	Site	Awning, Fabric, per SF of awning, Replace	Site	10	6	4	18000	SF	$10.40	$187,200					$187,200										$187,200							$374,400
2923973	Site	Backflow Preventer, Domestic Water, Replace	Site	30	13	17	1	EA	$6,760.00	$6,760																	$6,760					$6,760
2924002	Site	Backflow Preventer, Fire Suppression, Replace	Site	30	13	17	1	EA	$8,580.00	$8,580																	$8,580					$8,580
2923986	Site	Ancillary Building, Wood-Framed or CMU, Standard, Replace	Site	35	15	20	80	SF	$130.00	$10,400																					$10,400	$10,400
2923991	Site	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard, Replace	Site	30	10	20	900	SF	$65.00	$58,500																					$58,500	$58,500
2923931	Site	Parking Lots, Pavement, Asphalt, Mill & Overlay	Parking lot	25	24	1	30000	SF	$4.55	$136,500		$136,500																				$136,500
2923975	Site	Parking Lots, Pavement, Asphalt, Seal & Stripe	Parking lot	5	3	2	90700	SF	$0.59	$53,060			$53,060					$53,060					$53,060					$53,060				$212,238
2923937	Site	Parking Lots, Pavement, Asphalt, Mill & Overlay	Parking lot	25	15	10	60700	SF	$4.55	$276,185											$276,185											$276,185

2924042	Site	Sidewalk, Asphalt, Replace	Site	25	24	1	1100	SF	$7.15	$7,865		$7,865																					$7,865
2923994	Site	Sidewalk, Asphalt, Replace	Site	25	15	10	9400	SF	$7.15	$67,210											$67,210												$67,210
2924039	Site	Picnic Table, Wood/Composite/Fiberglass, Replace	Site	20	10	10	9	EA	$780.00	$7,020											$7,020												$7,020
2923951	Site	Trash Receptacle, Medium-Duty Metal or Precast, Replace	Site	20	8	12	4	EA	$910.00	$3,640													$3,640										$3,640
2923914	Site	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace	Site	20	5	15	2	EA	$650.00	$1,300																$1,300							$1,300
2923998	Site	Irrigation System, Pop-Up Spray Heads, Commercial, Replace	Site	20	10	10	50000	SF	$1.30	$65,000											$65,000												$65,000
2923983	Site	Landscaping, Mature Trees, Removal/Trimming, Repair	Site	0	0	0	1	EA	$1,950.00	$1,950	$1,950																						$1,950
2924004	Site	Site Walkway Fixture w/ Lamp, Bollard Style, Replace	Site	20	13	7	16	EA	$1,170.00	$18,720								$18,720															$18,720
2924018	Site	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace	Site	20	8	12	21	EA	$5,460.00	$114,660													$114,660										$114,660
3147371	Visitor's Center	Exterior Walls, Stained Wood Surfaces, Prep & Stain	Exterior Walls	10	7	3	3950	SF	$5.40	$21,330				$21,330										$21,330									$42,660
2924030	Visitor's Center	Window, Wood, 16-25 SF, Replace	Building exterior	30	22	8	10	EA	$1,560.00	$15,600									$15,600														$15,600
2923949	Visitor's Center	Window, Wood, up to 15 SF, Replace	Building exterior	30	22	8	26	EA	$1,040.00	$27,040									$27,040														$27,040
2923924	Visitor's Center	Exterior Door, Wood, Solid-Core Decorative High-End, Replace	Building exterior	25	20	5	2	EA	$1,950.00	$3,900						$3,900																	$3,900
2923936	Visitor's Center	Exterior Door, Wood, Solid-Core, Replace	Building exterior	25	20	5	2	EA	$1,430.00	$2,860						$2,860																	$2,860
2924005	Visitor's Center	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	5	15	2275	SF	$5.89	$13,400																$13,400							$13,400
2945165	Visitor's Center	Roofing, Metal, Replace	Roof	40	20	20	2200	SF	$20.15	$44,330																						$44,330	$44,330
2924045	Visitor's Center	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	15	5	370	SF	$39.10	$14,467						$14,467																	$14,467
2923946	Visitor's Center	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	15	5	280	LF	$11.70	$3,276						$3,276																	$3,276
2923953	Visitor's Center	Interior Door, Wood, Solid-Core, Replace	Throughout building	40	27	13	3	EA	$910.00	$2,730														$2,730									$2,730
2923958	Visitor's Center	Wall Finishes, any surface, Prep & Paint	Throughout building	10	3	7	4600	SF	$1.95	$8,970								$8,970										$8,970					$17,940
2924010	Visitor's Center	Flooring, Wood, Strip, Replace	Throughout building	30	15	15	2500	SF	$19.50	$48,750																$48,750							$48,750
2944926	Visitor's Center	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures), Replace	Throughout building	40	27	13	2600	SF	$6.50	$16,900														$16,900									$16,900
2923960	Visitor's Center	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	Restroom	30	25	5	1	EA	$1,950.00	$1,950						$1,950																	$1,950
2924013	Visitor's Center	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	Backroom	30	23	7	1	EA	$1,560.00	$1,560								$1,560															$1,560
2923952	Visitor's Center	HVAC System, Ductwork, Low Density, Replace	Throughout building	30	23	7	2600	SF	$2.60	$6,760								$6,760															$6,760
2923969	Visitor's Center	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	Roof	20	5	15	1	EA	$19,500.00	$19,500																$19,500							$19,500
2945159	Visitor's Center	Fire Suppression System, Full System Install/Retrofit, Low Density/Complexity, Install	Throughout building	40	36	4	2600	SF	$3.90	$10,140					$10,140																		$10,140
2923943	Visitor's Center	Distribution Panel, 120/208 V, Replace	Storage room	30	19	11	1	EA	$2,600.00	$2,600												$2,600											$2,600
2944925	Visitor's Center	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	Throughout building	40	27	13	2600	SF	$3.25	$8,450														$8,450									$8,450
2923919	Visitor's Center	Emergency & Exit Lighting, Exit Sign/Emergency Combo, LED, Replace	Throughout building	10	7	3	3	EA	$390.00	$1,170				$1,170										$1,170									$2,340
2923978	Visitor's Center	Interior Lighting System, Full Upgrade, Medium Density, LED replacements, Replace	Throughout building	20	8	12	2600	SF	$10.40	$27,040													$27,040										$27,040
2945163	Visitor's Center	Fire Alarm System, Full System Upgrade, Standard Addressable, Install	Throughout building	20	16	4	2600	SF	$3.90	$10,140					$10,140																		$10,140
2923927	Visitor's Center	BAS/HVAC Controls, Basic System or Legacy	Throughout building	15	10	5	2600	SF	$3.25	$8,450						$8,450																$8,450	$16,900
2923935	Visitor's Center	Foodservice Equipment, Refrigerator, 2-Door Reach-In, Replace	Visitors center	15	8	7	1	EA	$5,980.00	$5,980								$5,980															$5,980
Totals, Escalated (3.0% inflation, compounded annually)											$420,913	$148,991	$80,082	$335,019	$263,369	$251,842	$10,167	$238,362	$85,387	$0	$653,849	$3,599	$491,777	$407,760	$283,157	$581,171	$9,492	$167,631	$241,677	$235,022	$622,404	$5,531,671
Totals, Unescalated											$420,913	$144,651	$75,485	$306,590	$234,000	$217,241	$8,515	$193,811	$67,405	$0	$486,525	$2,600	$344,923	$277,665	$187,200	$373,032	$5,915	$101,420	$141,960	$134,030	$344,610	$4,068,488

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Ermatinger House
619 6th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-012.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 22, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Museum
Main Address	619 6th Street, Oregon City, Oregon 97045
Site Developed	1843 Renovated 2016-2017
Site Area	0.12 acres (estimated)
Parking Spaces	NA parking space is shared with library
Building Area	3,300 SF
Number of Stories	Two plus basement
Outside Occupants / Leased Spaces	None
Date(s) of Visit	March 22, 2021
Management Point of Contact	Denise Conrad Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Emily Tierney Recreation programmer/ Tour Guide
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	James Bryant Project Manager Jamie.Bryant@bvna.com 800.733.0660 6233
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

The Francis Ermatinger House was built in 1843 and is one of the oldest houses in Clackamas County, Oregon City. The house was renovated from 2011 to 2017 and it was opened to the public in 2018.

Architectural

The building is composed of wood board and all the interior finishes were installed recently, so there were no issues observed. The roof is a combination of TPO/PVC on the center area and the sides of the building are asphalt shingles. The roof seems to be in good condition and no leaks has been reported.

Mechanical, Electrical, Plumbing and Fire (MEPF)

Air conditioning is provided by a split system comprised of a furnace and a heat pump unit. Electricity is fed from outside to the panels inside the property, Hot water is supplied by a gas 50 gallon water heater. The water heater is large considering that the water fixtures are limited to one bathroom and a small kitchenette. In the future it is recommended to install a tankless water heater as they more energy efficient and will be more suitable for the property. Overall, all the MEPF components appear to be in a fair condition.

Site

Site amenities consists of an asphalt parking lot, site lighting, bench, green landscape, and concrete pavement. The site amenities in general are in good condition and convey the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

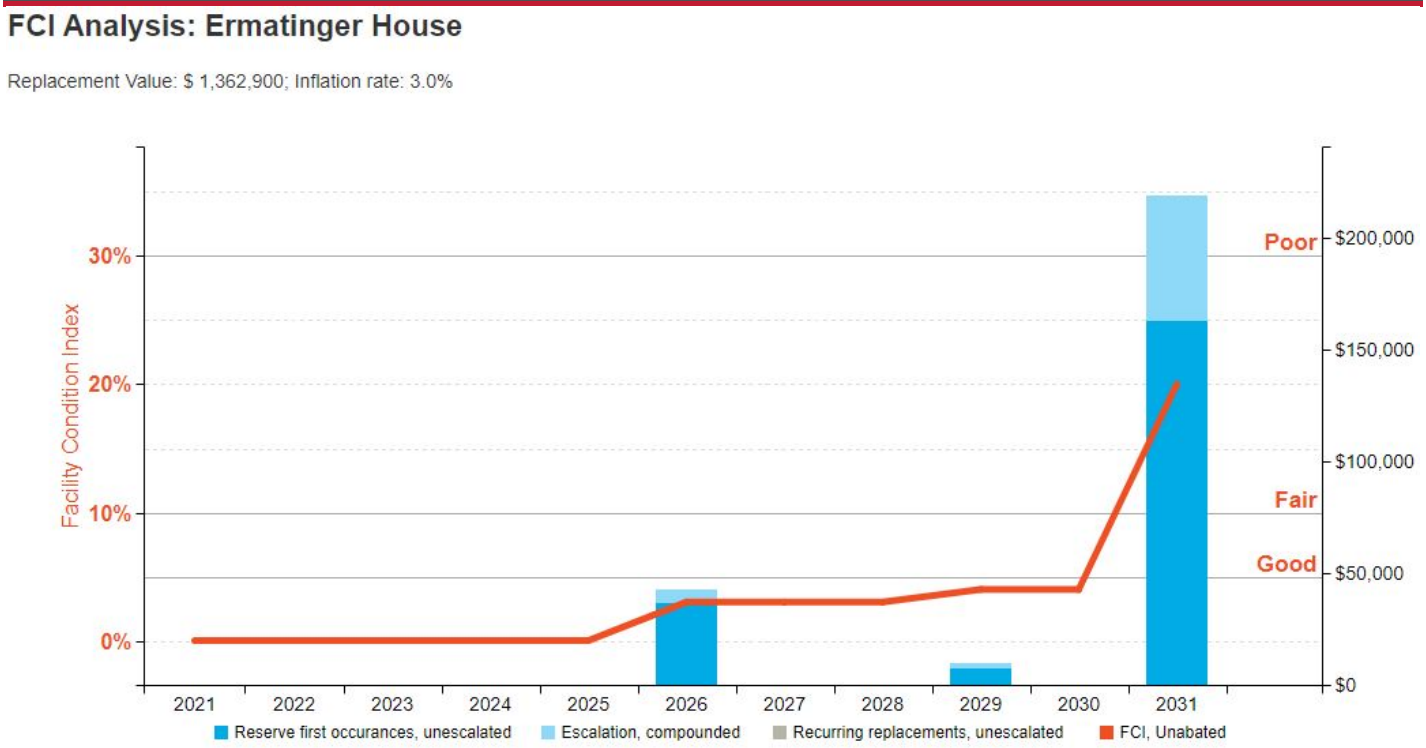
FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

FCI Analysis | Ermatinger House		
Replacement Value *$ 1,362,900*	*Total SF* *3,300*	*Cost/SF* *$ 413*
Current FCI	$ 0	**0.0 %**
3-Year	$ 0	0.0 %
5-Year	$ 42,800	3.1 %
10-Year	$ 271,500	19.9 %

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time



Immediate Needs

No Immediate Needs were observed at this time.

Key Findings

No Key Findings were observed at this time.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions

Safety	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Plan Type Descriptions

Accessibility	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)

10-YEAR TOTAL: $271,500

2. Building and Site Information

Systems Summary

System	Description	Condition
Structure	Conventional wood frame structure on concrete slab	Fair
Façade	Wood siding with wood windows	Good
Roof	Primary: Flat construction with single-ply TPO/PVC membrane Secondary: Gable construction with asphalt shingles	Fair
Interiors	Walls: Painted surface Floors: Carpet and wood Ceilings: Painted surface	Fair
Elevators	None	--
Plumbing	Copper supply and PVC waste & venting Gas water heater Toilet, and sink in restroom and sink in kitchenette	Fair
HVAC	Heat pump & furnace	Fair
Fire Suppression	fire extinguishers	Fair
Electrical	Source and Distribution: Main panel with copper wiring with copper wiring Interior Lighting: CFL & incandescent Emergency: None	Good

Systems Summary

Fire Alarm	Alarm panel, smoke detectors, alarms, pull stations, and exit signs	Good
Equipment/Special	None	--
Site Pavement	Asphalt lots with areas of concrete and concrete sidewalks, curbs, ramps, and stairs	Fair
Site Development	Building-mounted signage Limited park benches and trash receptacles	Good
Landscaping and Topography	Limited landscaping features Irrigation present Low to moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Fair
Site Lighting	Building-mounted: CFL and incandescent	Fair
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	No key issues were found	

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	-	$5,635	$5,635
Facade	-	-	$20,797	$156,189	$135,954	$312,940
Roofing	-	-	-	$3,930	$48,573	$52,503
Interiors	-	-	$21,248	$23,157	$129,882	$174,287
Plumbing	-	-	-	$2,271	-	$2,271
HVAC	-	-	-	$12,404	$12,557	$24,961
Fire Protection	-	-	-	-	-	-
Electrical	-	-	$663	-	$54,360	$55,023
Fire Alarm & Electronic Systems	-	-	-	$26,206	-	$26,206
Equipment & Furnishings	-	-	-	-	$4,860	$4,860
Site Development	-	-	-	$4,540	-	$4,540
TOTALS	**-**	**-**	**$42,800**	**$228,700**	**$391,900**	**$663,400**

3. Property Space Use and Observed Areas

Unit Allocation

All 3,300 square feet of the property are occupied by the city of Oregon City. The spaces are a historical museum with supporting restroom, mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roof.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The facility was originally constructed in 1843. The facility was substantially renovated in 2016-2017 and widespread accessibility improvements appear to have been implemented at that time.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility study is currently recommended since no major or moderate issues were identified at the subject site. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Ermatinger House, 619 6th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

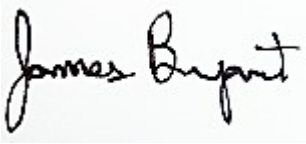
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:



James Bryant,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	FRONT ELEVATION

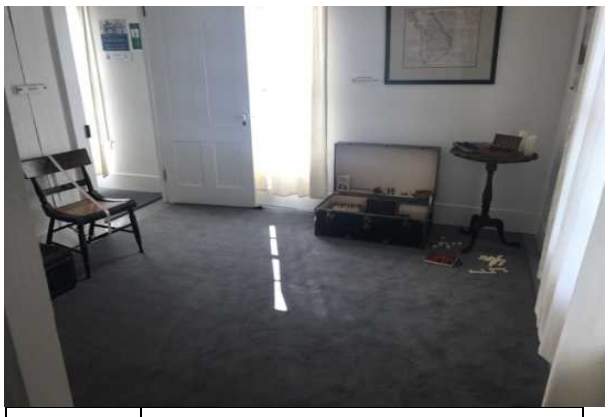
2	LEFT ELEVATION

3	RIGHT ELEVATION

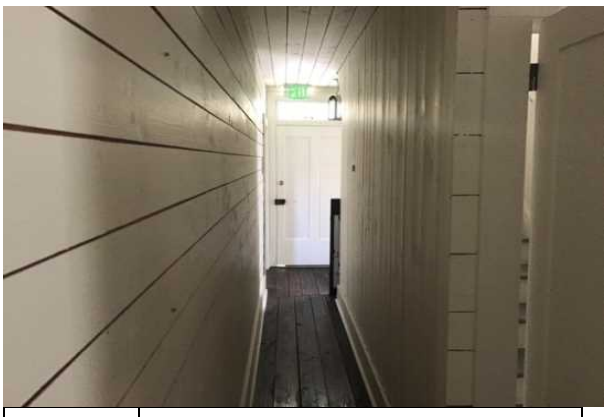
4	REAR ELEVATION

5	HALLWAY

6	BEDRROM



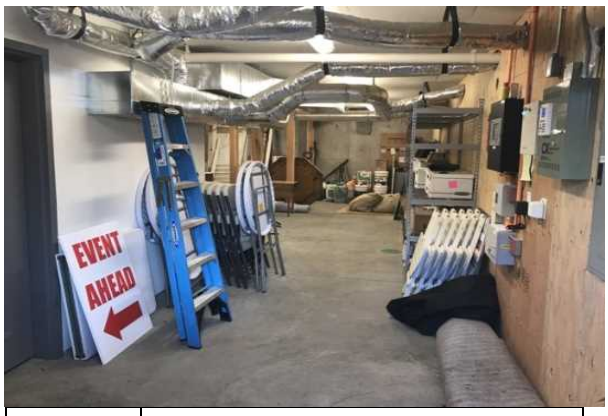
7	ROOM



8	HALLWAY

9	STAIRS

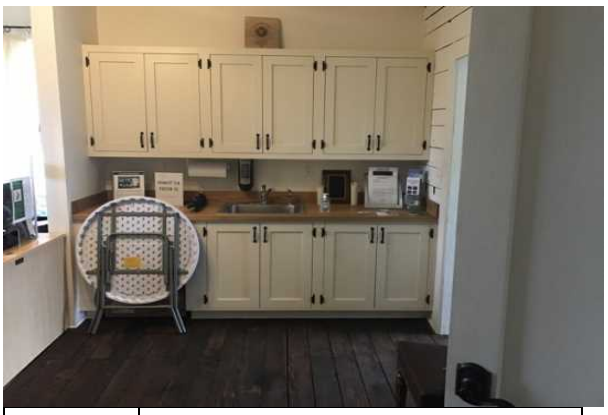
10	DINNING ROOM



11	BASEMENT

12	BASEMENT

13	RESTROOM



14	KITCHENETTE

15	HEAT PUMP

16	DUCT WORK

17	WATER HEATER

18	FIRE ALARM SYSTEM AND DISTRIBUTION PANEL

19	PROPERTY MAP

20	PATIO

21	ACCESSIBLE ENTRANCE

22	PARKING AREA

23	PARK BENCH

24	WOOD FENCES

Site Plan

Project Number	Project Name
148392.21R000-012.017	Ermatinger House
Source	**On-Site Date**
Google	March 22, 2021

N

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Ermatinger House

BV Project Number: 148392.21R000-012.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?	X			
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?	X			

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?	✕			
8	Do ramps on an accessible route appear to have compliant handrails ?	✕			

Abbreviated Accessibility Checklist

Building Entrances

Main/accessible entrance

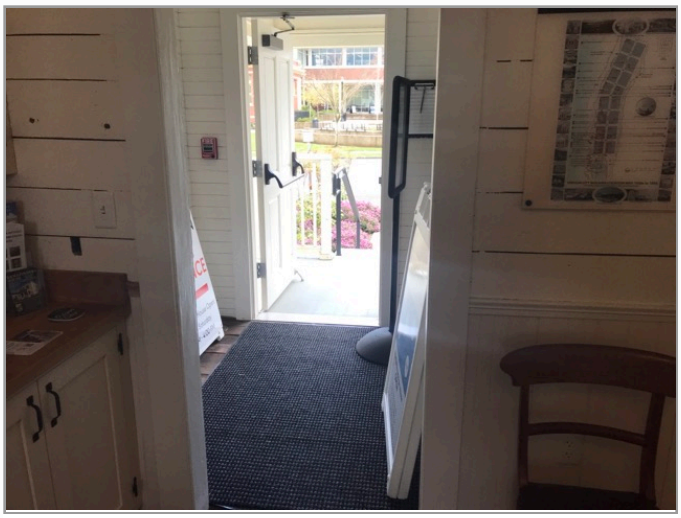
Additional entrance or signage/hardware

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?	X			
2	If the main entrance is not accessible, is an alternate accessible entrance provided?	X			
3	Is signage provided indicating the location of alternate accessible entrances ?	X			
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?	X			
5	Do doors at accessible entrances appear to have compliant hardware ?	X			
6	Do doors at accessible entrances appear to have a compliant clear opening width ?	X			

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?	✕			
8	Do thresholds at accessible entrances appear to have a compliant height ?	✕			

Abbreviated Accessibility Checklist

Interior Accessible Route



Accessible interior path (ramp/lift)

Door hardware, stair rails, or self-service area

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?	X			
2	Do accessible routes appear free of obstructions and/or protruding objects ?	X			
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?	✕			
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?	✕			
11	Do doors at interior accessible routes appear to have compliant hardware ?	✕			
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?	✕			
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?	✕			

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

Kitchen cabinets/sink clearance

Oven with controls

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?	X			
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?	X			
3	Is there an accessible countertop/preparation space of proper width and height ?	X			
4	Is there an accessible sink space of proper width and height ?	X			
5	Does the sink faucet have compliant handles ?	X			
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Throughout building	Fair	Stairs, Wood, Interior [No tag/plate found]	60 SF	20	2945143
B1080	Site	Fair	Stairs, Concrete, Exterior	20 SF	30	2945156
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	4,600 SF	5	2945135
B2010	Building exterior	Fair	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building	4,600 SF	20	2945146
B2020	Building exterior	Fair	Window, Wood Historical, 16-25 SF, Restore	24	10	2945129
B2050	Building exterior	Fair	Exterior Door, Wood, French Residential [No tag/plate found]	3	10	2945136
Roofing						
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC [No tag/plate found]	1,240 SF	15	2945158
B3010	Roof	Good	Roofing, Asphalt Shingle, 20-Year Standard [No tag/plate found]	764 SF	15	2945153
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings [No tag/plate found]	250 LF	10	2945140
Interiors						
C1030	Basement	Good	Interior Door, Steel, Standard [No tag/plate found]	2	35	2945138
C1030	Throughout building	Fair	Interior Door, Wood, Hollow-Core Residential [No tag/plate found]	19	10	2945148
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	5,000 SF	5	2945145
C2030	Throughout building	Good	Flooring, Carpet, Commercial Standard	800 SF	8	2945139
C2030	Throughout building	Fair	Flooring, Wood, Strip	2,500 SF	20	2945155
C2050	Roof	Fair	Ceiling Finishes, any flat surface, Prep & Paint	3,300 SF	5	2945149
Plumbing						
D2010	Restrooms	Good	Toilet, Commercial Water Closet [No tag/plate found]	1	25	2945157
D2010	Throughout building	Good	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures) [No tag/plate found]	3,300 SF	35	2945131
D2010	Basement	Fair	Water Heater, Gas, Residential	1	10	2945130
D2010	Kitchenette	Good	Sink/Lavatory, Vanity Top, Stainless Steel [No tag/plate found]	1	25	2945137
D2010	Restrooms	Good	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China [No tag/plate found]	1	25	2945141
HVAC						
D3020		Fair	Furnace, Gas, 101 to 150 MBH	1	15	2946754
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump [No tag/plate found]	1	10	2945134
Fire Protection						
D4010	Basement	Good	Fire Suppression System, Full System Install/Retrofit, Medium Density/Complexity, Renovate [No tag/plate found]	3,300 SF	35	2945152
Electrical						
D5020	Basement	Good	Distribution Panel, 120/208 V [No tag/plate found]	1	25	2945142
D5030	Throughout building	Good	Electrical System, Wiring & Switches, Average or Low Density/Complexity [No tag/plate found]	3,300 SF	35	2945132
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign, LED [No tag/plate found]	2	5	2945133
D5040	Basement	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures [No tag/plate found]	3,300 SF	15	2945150
Fire Alarm & Electronic Systems						
D7050	Basement	Fair	Fire Alarm Panel, Fully Addressable [No tag/plate found]	1	10	2945144
Equipment & Furnishings						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
E2010	Kitchenette	Fair	Casework, Cabinetry, Hardwood Standard [No tag/plate found]	8 LF	15	2945147
Sitework						
G2060	Parking lot	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install [No tag/plate found]	1	10	2945128
G2060	Site	Fair	Park Bench, Metal Powder-Coated [No tag/plate found]	1	10	2945154
G2060	Site	Fair	Fences & Gates, Fence, Wood Board 6' [No tag/plate found]	50 LF	10	2945151

Replacement Reserves Report
Ermatinger House

7/19/2021

ID	Cost Description	Location Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2945143	Stairs, Wood, Interior, Replace	Throughout building	30	10	20	60	SF	$52.00	$3,120																					$3,120	$3,120
2945135	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	Building exterior	10	5	5	4600	SF	$3.90	$17,940						$17,940										$17,940						$35,880
2945146	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building, Replace	Building exterior	30	10	20	4600	SF	$13.00	$59,800																					$59,800	$59,800
2945129	Window, Wood Historical, 16-25 SF, Restore	Building exterior	30	20	10	24	EA	$4,680.00	$112,320											$112,320											$112,320
2945136	Exterior Door, Wood, French Residential, Replace	Building exterior	25	15	10	3	EA	$1,300.00	$3,900											$3,900											$3,900
2945153	Roofing, Asphalt Shingle, 20-Year Standard, Replace	Roof	20	5	15	764	SF	$4.94	$3,774																$3,774						$3,774
2945158	Roofing, Single-Ply Membrane, TPO/PVC, Replace	Roof	20	5	15	1240	SF	$22.10	$27,404																$27,404						$27,404
2945140	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Roof	20	10	10	250	LF	$11.70	$2,925											$2,925											$2,925
2945148	Interior Door, Wood, Hollow-Core Residential, Replace	Throughout building	20	10	10	19	EA	$520.00	$9,880											$9,880											$9,880
2945145	Wall Finishes, any surface, Prep & Paint	Throughout building	10	5	5	5000	SF	$1.95	$9,750						$9,750										$9,750						$19,500
2945155	Flooring, Wood, Strip, Replace	Throughout building	30	10	20	2500	SF	$19.50	$48,750																					$48,750	$48,750
2945139	Flooring, Carpet, Commercial Standard, Replace	Throughout building	10	2	8	800	SF	$9.75	$7,800									$7,800										$7,800			$15,600
2945149	Ceiling Finishes, any flat surface, Prep & Paint	Roof	10	5	5	3300	SF	$2.60	$8,580						$8,580										$8,580						$17,160
2945130	Water Heater, Gas, Residential, Replace	Basement	15	5	10	1	EA	$1,690.00	$1,690											$1,690											$1,690
2946754	Furnace, Gas, 101 to 150 MBH, Replace	Ermatinger House	20	5	15	1	EA	$8,060.00	$8,060																$8,060						$8,060
2945134	Split System, Condensing Unit/Heat Pump, Replace	Building exterior	15	5	10	1	EA	$9,230.00	$9,230											$9,230											$9,230
2945133	Emergency & Exit Lighting, Exit Sign, LED, Replace	Throughout building	10	5	5	2	EA	$286.00	$572						$572										$572						$1,144
2945150	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	Basement	20	5	15	3300	SF	$10.40	$34,320																$34,320						$34,320
2945144	Fire Alarm Panel, Fully Addressable, Replace	Basement	15	5	10	1	EA	$19,500.00	$19,500											$19,500											$19,500
2945147	Casework, Cabinetry, Hardwood Standard, Replace	Kitchenette	20	5	15	8	LF	$390.00	$3,120																$3,120						$3,120
2945154	Park Bench, Metal Powder-Coated, Replace	Site	20	10	10	1	EA	$910.00	$910											$910											$910

2945151	Fences & Gates, Fence, Wood Board 6', Replace	Site	20	10	10	50	LF	$36.40	$1,820										$1,820												$1,820
2945128	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	Parking lot	20	10	10	1	EA	$650.00	$650										$650												$650
Totals, Unescalated										$0	$0	$0	$0	$0	$36,842	$0	$0	$7,800	$0	$162,825	$0	$0	$0	$0	$113,520	$0	$0	$7,800	$0	$111,670	$440,457
Totals, Escalated (3.0% inflation, compounded annually)										$0	$0	$0	$0	$0	$42,710	$0	$0	$9,881	$0	$218,823	$0	$0	$0	$0	$176,861	$0	$0	$13,279	$0	$201,688	$663,242

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Hartke Park
556 Hartke Loop
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
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BV CONTACT:
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Program Manager
800.733.0660 x6554
Jim.Cave@bvna.com

BV PROJECT #:
148392.21R000-025.0017

DATE OF REPORT:
July 12, 2021

ON SITE DATE:
March 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Park
Main Address	556 Hartke Loop, Oregon City, Oregon 97045
Site Developed	1996 Renovated 2021-Signage
Lot Size	1.00 acres (estimated)
Number of Substantial Buildings	0
Parking Spaces	N/A
Date(s) of Visit	March 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly
Assessment and Report Prepared By	Jonathan Levine Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The Park was constructed around 1996 and renovated in 2021. The renovation in 2021 was the property signage. The Park is open to the community.

Site and Amenities

There is a basketball court that is in poor condition, there are major cracks throughout the site, and it needs to be seal and striped and milled over. There is a tennis fence, drinking fountains, chain link fencing, and trash receptacles throughout in fair condition. There is no irrigation system for the site, and it is recommended to be installed.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	$5,113	-	$7,967	$13,080
Site Development	$24,440	$84,624	$32,853	$12,535	$106,118	$260,570
TOTALS	**$24,500**	**$84,700**	**$38,000**	**$12,600**	**$114,100**	**$273,900**

Immediate Needs

Facility/Building	Total Items	Total Cost
Hartke Park	1	$24,400
Total	**1**	**$24,400**

Hartke Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2925486	Hartke Park	Site	G2080	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	NA	Modernization/Adaptation	$24,400
Total (1 items)							**$24,400**

Key Findings

Athletic Surfaces and Courts in Poor condition.

Basketball/General, Asphalt Pavement
Hartke Park Site

Uniformat Code: G2051
Recommendation: **Seal and Stripe in 2022**

Priority Score: **82.8**

Plan Type: Performance/Integrity

Cost Estimate: $9,400

**$**$$$

Sealing and striping is mostly worn and faded - AssetCALC ID: 2925494

Athletic Surfaces and Courts in Poor condition.

Basketball/General, Asphalt Pavement
Hartke Park Site

Uniformat Code: G2051
Recommendation: **Mill and Overlay in 2022**

Priority Score: **82.8**

Plan Type: Performance/Integrity

Cost Estimate: $72,800

**$$$**$

Asphalt pavement throughout site is cracked, spalled, and has potholes - AssetCALC ID: 2925487

Irrigation System

Pop-Up Spray Heads, Commercial
Hartke Park Site

Uniformat Code: G2081
Recommendation: **Replace/Install in 2021**

Priority Score: **54.9**

Plan Type: Modernization/Adaptation

Cost Estimate: $24,400

**$$**$$

No irrigation system exists on site - AssetCALC ID: 2925486

Plan Types

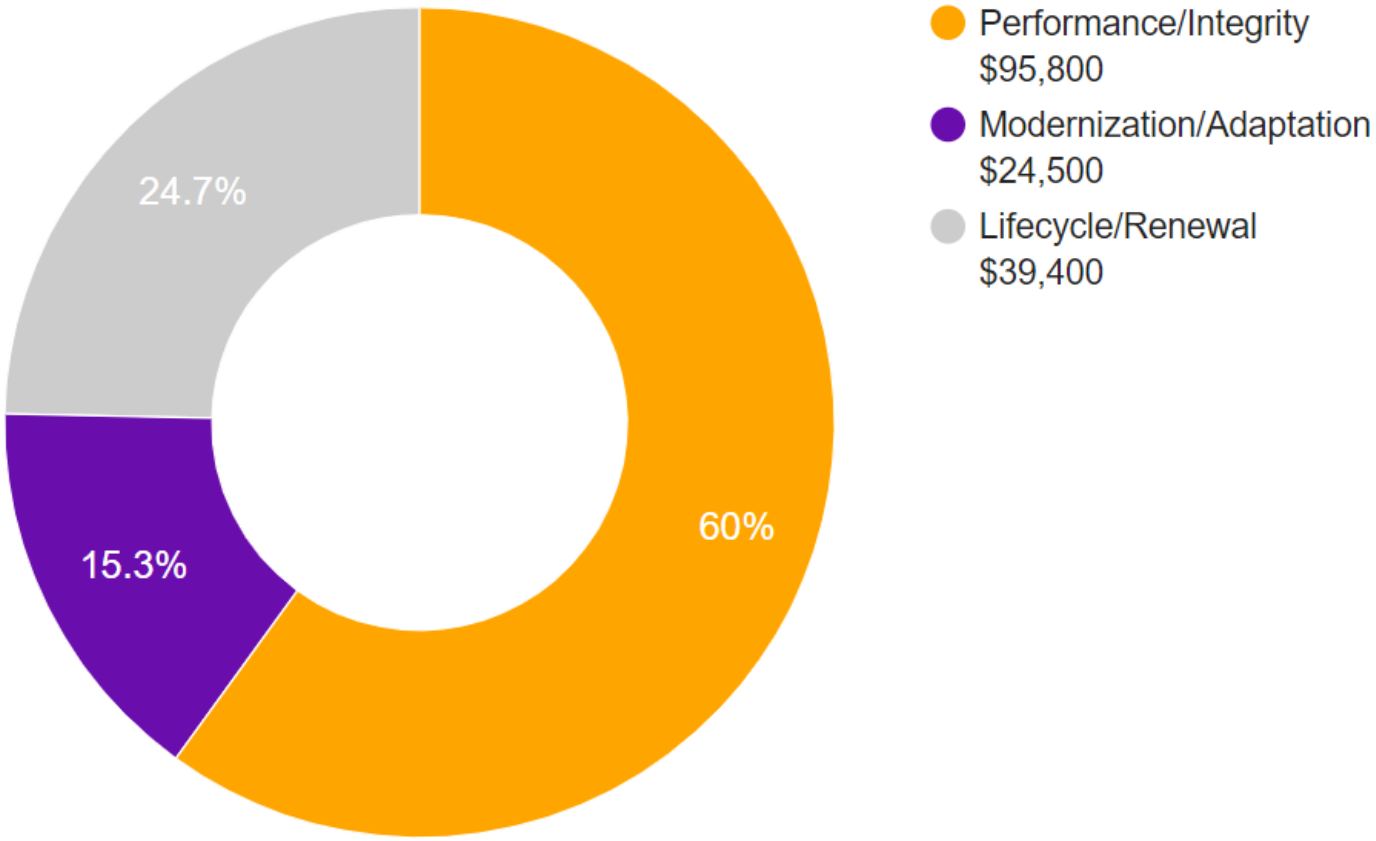
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Plan Type Descriptions

Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $159,700

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Sports Apparatus	Backstops	2 EA	Fair
Drinking Fountain	Exterior Site	1 EA	Fair
Fences	Chain Link 4’	100 LF	Fair
Athletic Surface	Basketball Court	16,000 SF	Poor
Irrigation System	Pop-Up Spray Heads, Install	18,800 SF	N/A
Fences	Chain Link 8’	530 LF	Fair
Trash Receptacles	Light Duty	1 EA	Fair
Sports Apparatus	Tennis Post and Anchors	2 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation not present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	N/A
Pedestrian paving and Trails	Concrete sidewalks
On-Site Amenities	Chain link fencing, trash receptacles
Ancillary Buildings	N/A
Fields and Lots	Basketball court, backstops
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	The basketball court needs to be replaced as there is cracking and needs to be sealed and striped. An irrigation system is recommended to be installed.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The park was originally constructed in 1996 and substantially renovated in 2021.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Hartke Park, 556 Hartke Loop, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	PARK OVERVIEW

2	LANDSCAPING

3	DRINKING FOUNTAIN

4	ATHLETIC COURT, BASKETBALL

5	ATHLETIC COURT, BASKETBALL, SEAL AND STRIPE

6	SPORT APPARATUS, BASKETBALL

7	SPORT APPARATUS, TENNIS

8	FENCE, CHAIN LINK

9	FENCE, CHAIN LINK

10	TRASH RECEPTACLE

11	ATHLETIC SURFACE, ASPHALT

12	ATHLETIC SURFACE, ASPHLAT

13	BASKETBALL COURT, MOSS GROWTH

14	ATHLETIC SURFACE, ASPHALT

Site Plan

Project Number	Project Name
148392.21R000-025.017	Hartke Park
Source	**On-Site Date**
Google	March 7, 2021

N

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Hartke Park

BV Project Number: 148392.21R000-025.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.			X	No PSQ received
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.		X		
3	Has building ownership/management reported any ADA complaints or litigation?			X	No PSQ received

Hartke Park: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Parking		NA		
Exterior Route		Ramp		
Building Entrances		NA		
Interior Route		NA		
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Hartke Park Accessibility: Photographic Overview

1 – PARK ENTRANCE/CURB CUT

2 – PARK RAMP

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions - All or most entrance door exterior maneuvering clearance areas with excessive slopes	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	3	2925493
Athletic, Recreational & Playfield Areas						
G2050	Tennis courts	Fair	Sports Apparatus, Tennis/Volleyball, Net w/ Posts & Anchors	2	5	2925488
G2050	Site	Poor	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay	16,000 SF	1	2925487
G2050	Site	Poor	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Seal & Stripe	16,000 SF	1	2925494
G2050	Basketball court	Fair	Sports Apparatus, Basketball, Backboard/Rim/Pole	2	5	2925495
Sitework						
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 4'	100 LF	15	2925490
G2060	Site	Excellent	Signage, Property, Building or Pole-Mounted, Replace/Install	1	20	2925492
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 8'	530 LF	15	2925491
G2060	Site	Fair	Trash Receptacle, Portable/Light-Duty	1	7	2925489
G2080	Site	NA	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	18,800 SF	0	2925486

Replacement Reserves Report

Hartke Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Hartke Park	$24,440	$84,625	$0	$5,114	$0	$32,854	$11,176	$1,359	$0	$0	$0	$12,956	$0	$0	$0	$30,482	$15,020	$0	$7,967	$0	$47,663	**$273,657**
Grand Total	**$24,440**	**$84,625**	**$0**	**$5,114**	**$0**	**$32,854**	**$11,176**	**$1,359**	**$0**	**$0**	**$0**	**$12,956**	**$0**	**$0**	**$0**	**$30,482**	**$15,020**	**$0**	**$7,967**	**$0**	**$47,663**	**$273,657**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2925493	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	12	3	1	EA	$4,680.00	$4,680				$4,680															$4,680			**$9,360**
G2050	2925487	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Mill & Overlay	25	24	1	16000	SF	$4.55	$72,800		$72,800																				**$72,800**
G2050	2925494	Athletic Surfaces & Courts, Basketball/General, Asphalt Pavement, Seal & Stripe	5	4	1	16000	SF	$0.59	$9,360		$9,360					$9,360					$9,360					$9,360					**$37,440**
G2050	2925488	Sports Apparatus, Tennis/Volleyball, Net w/ Posts & Anchors, Replace	20	15	5	2	EA	$1,820.00	$3,640						$3,640																**$3,640**
G2050	2925495	Sports Apparatus, Basketball, Backboard/Rim/Pole, Replace	25	20	5	2	EA	$12,350.00	$24,700						$24,700																**$24,700**
G2060	2925489	Trash Receptacle, Portable/Light-Duty, Replace	15	8	7	1	EA	$1,105.00	$1,105								$1,105														**$1,105**
G2060	2925490	Fences & Gates, Fence, Chain Link 4', Replace	40	25	15	100	LF	$23.40	$2,340																$2,340						**$2,340**
G2060	2925491	Fences & Gates, Fence, Chain Link 8', Replace	40	25	15	530	LF	$32.50	$17,225																$17,225						**$17,225**
G2060	2925492	Signage, Property, Building or Pole-Mounted, Replace/Install	20	0	20	1	EA	$1,950.00	$1,950																					$1,950	**$1,950**
G2080	2925486	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	20	20	0	18800	SF	$1.30	$24,440	$24,440																				$24,440	**$48,880**
Totals, Unescalated										**$24,440**	**$82,160**	**$0**	**$4,680**	**$0**	**$28,340**	**$9,360**	**$1,105**	**$0**	**$0**	**$0**	**$9,360**	**$0**	**$0**	**$0**	**$19,565**	**$9,360**	**$0**	**$4,680**	**$0**	**$26,390**	**$219,440**
Totals, Escalated (3.0% inflation, compounded annually)										**$24,440**	**$84,625**	**$0**	**$5,114**	**$0**	**$32,854**	**$11,176**	**$1,359**	**$0**	**$0**	**$0**	**$12,956**	**$0**	**$0**	**$0**	**$30,482**	**$15,020**	**$0**	**$7,967**	**$0**	**$47,663**	**$273,657**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Hazelwood Park
920 Laurelwood Drive
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-026.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	920 Laurelwood Drive, Oregon City, Oregon 97045
Site Developed	2005 (estimated) Renovated 2016
Lot Size	0.54 acres (estimated)
Number of Substantial Buildings	0
Parking Spaces	N/A
Date(s) of Visit	March 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly
Assessment and Report Prepared By	Jonathan Levine Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The park was constructed around 2005. The play structure was added in 2016. The park is located within a small community and is open to the public.

Site and Amenities

The park is lightly furnished with a drinking fountain and a bike rack that is in fair condition. There is a small play structure that has wood chips. There is no irrigation system at the site, it is recommended to be installed.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	$5,425	-	$8,452	$13,877
Site Development	$30,550	$4,413	$5,575	$5,269	$102,782	$148,589
TOTALS	**$30,600**	**$4,500**	**$11,000**	**$5,300**	**$111,300**	**$162,700**

Immediate Needs

Facility/Building	Total Items	Total Cost
Hazelwood Park	1	$30,600
Total	**1**	**$30,600**

Hazelwood Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2925500	Hazelwood Park	Site	G2080	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	NA	Modernization/Adaptation	$30,600
Total (1 items)							**$30,600**

Key Findings

☑ Include/Exclude

No photo

Modernization recommendation

Item does not currently exist at site

No irrigation system on site

AssetCalc ID: 2925500

Irrigation System

Pop-Up Spray Heads, Commercial (Uniformat Code: G2080)

Hazelwood Park Site

Recommendation: **Replace/Install** in 2021.

Priority Score **54.9**

Plan Type: Modernization/Adaptation

Cost Estimate: $ 30,600

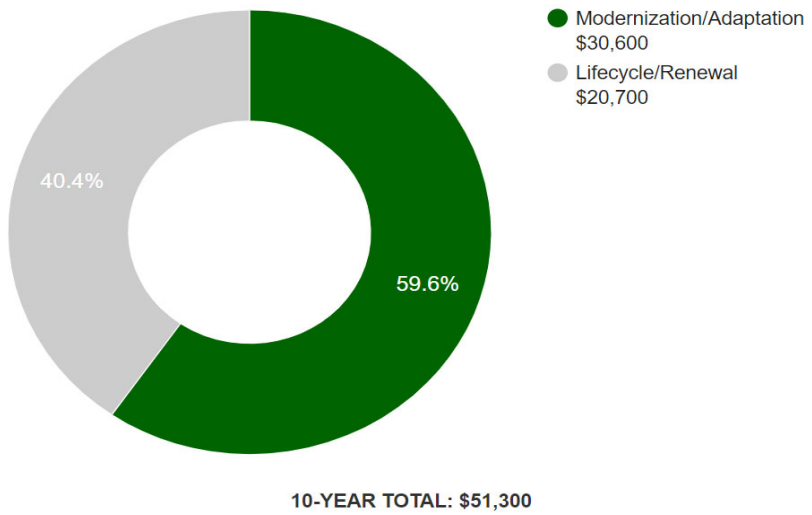
$$$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Bike Rack	6-10 Bikes	1 EA	Fair
Play Structure	Multipurpose, Small	1 EA	Good
Play Structure	Swing Set, 4 Seats	1 EA	Good
Playfield Surface	Wood Chips 6”	1,600 SF	Good
Drinking Fountain	Exterior	1 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	N/A		
Pedestrian paving and Trails	N/A		
On-Site Amenities	Bike rack, drinking fountain		
Ancillary Buildings	N/A		
Fields and Lots	Play surfaces, play structure		

General Site Information

Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	An irrigation system is recommended to be installed.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

The park was originally constructed in 2005 (estimated) and substantially renovated around 2016.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Hazelwood Park, 920 Laurelwood Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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800.733.0660 x6554

1	PARK OVERVIEW

2	SIGNAGE

3	DRINKING FOUNTAIN

4	PLAY STRUCTURE

5	SWING SET

6	BIKE RACK

Site Plan

Project Number	Project Name
148392.21R000-026.017	Hazelwood Park
Source	**On-Site Date**
Google	March 7, 2021

N

THE PRE-SURVEY QUESTIONNAIRE WAS NOT RETURNED TO BV

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Hazelwood Park

BV Project Number: 148392.21R000-026.017

Facility History and Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.			X	No PSQ received
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.		X		
3	Has building ownership/management reported any ADA complaints or litigation?			X	No PSQ received

Hazelwood Park: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Parking		NA		
Exterior Route		Throughout Site		
Building Entrances		NA		
Interior Route		NA		
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds and Pools		Play Structures		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Hazelwood Park Accessibility: Photographic Overview

1 – PARK PATH OF TRAVEL

2 – PARK PATH OF TRAVEL

3 – NO ACCESSIBLE PATH TO PLAY STRUCTURE

4 - NO ACCESSIBLE PATH TO PLAY STRUCTURE

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions - All or most entrance door exterior maneuvering clearance areas with excessive slopes	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations	- A few doorknobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few doorknobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds and Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	5	2925497
Athletic, Recreational & Playfield Areas						
G2050	Site	Good	Play Structure, Multipurpose, Very Small	1	15	2925501
G2050	Site	Good	Play Structure, Swing Set, 4 Seats	1	15	2925499
G2050	Site	Good	Playfield Surfaces, Chips Wood, 6" Depth	1,600 SF	2	2925498
Sitework						
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	3	2925496
G2060	Site	Fair	Bike Rack, Portable 6-10 Bikes	1	5	2925502
G2080	Site	NA	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	23,500 SF	0	2925500

Replacement Reserves Report

Hazelwood Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Hazelwood Park	$30,550	$0	$4,413	$4,262	$0	$12,509	$0	$0	$5,270	$0	$0	$5,758	$0	$0	$6,292	$17,216	$0	$6,876	$0	$0	$74,665	**$167,810**
Grand Total	**$30,550**	**$0**	**$4,413**	**$4,262**	**$0**	**$12,509**	**$0**	**$0**	**$5,270**	**$0**	**$0**	**$5,758**	**$0**	**$0**	**$6,292**	**$17,216**	**$0**	**$6,876**	**$0**	**$0**	**$74,665**	**$167,810**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2925497	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	10	5	1	EA	$4,680.00	$4,680						$4,680															$4,680	**$9,360**
G2050	2925498	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	1600	SF	$2.60	$4,160			$4,160			$4,160			$4,160			$4,160			$4,160			$4,160			$4,160	**$29,120**
G2050	2925501	Play Structure, Multipurpose, Very Small, Replace	20	5	15	1	EA	$7,800.00	$7,800																$7,800						**$7,800**
G2050	2925499	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2060	2925502	Bike Rack, Portable 6-10 Bikes, Replace	15	10	5	1	EA	$1,950.00	$1,950						$1,950															$1,950	**$3,900**
G2060	2925496	Signage, Property, Building or Pole-Mounted, Replace/Install	20	17	3	1	EA	$3,900.00	$3,900				$3,900																		**$3,900**
G2080	2925500	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	20	20	0	23500	SF	$1.30	$30,550	$30,550																				$30,550	**$61,100**
Totals, Unescalated										**$30,550**	**$0**	**$4,160**	**$3,900**	**$0**	**$10,790**	**$0**	**$0**	**$4,160**	**$0**	**$0**	**$4,160**	**$0**	**$0**	**$4,160**	**$11,050**	**$0**	**$4,160**	**$0**	**$0**	**$41,340**	**$118,430**
Totals, Escalated (3.0% inflation, compounded annually)										**$30,550**	**$0**	**$4,413**	**$4,262**	**$0**	**$12,509**	**$0**	**$0**	**$5,270**	**$0**	**$0**	**$5,758**	**$0**	**$0**	**$6,292**	**$17,216**	**$0**	**$6,876**	**$0**	**$0**	**$74,665**	**$167,810**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Hillendale Park
19260 Clairmont Way
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-027.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
April 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	19260 Clairmont Way, Oregon City, Oregon 97045
Site Developed	Unknown but more than 20 years old
Lot Size	14.79 acres (from Property Record)
Number of Substantial Buildings	1
Parking Spaces	55 total spaces all in open lots; 2 of which are accessible
Date(s) of Visit	April 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks & Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Ethan Abeles
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Hillendale Park is located in the Hillendale neighborhood of Oregon City directly to the east of Clackamas County Jail. The original construction date of the park is unknown, but it appears to have been established for quite some time. The park consists of two parking lots, playground areas, a picnic area, walking trails, soccer fields, softball/baseball diamonds, combination tennis/basketball courts, a sand volleyball court, and seasonal restrooms.

Architectural

The only buildings in the park are a simple restroom structure, a maintenance shed, and a picnic shelter. The restroom building is a CMU structure with a metal roof and steel doors. The maintenance shed has a similar construction but is considerably smaller. The picnic shelter is an open-air, wood-framed structure with a metal roof. There are also 7 simple wood-framed shade structures partially enclosing some of the park benches located throughout the park. All the structures appear to be well-maintained, and no deficiencies were identified.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is very little in the way of MEPF equipment in the park. The restroom building contains the plumbing fixtures and infrastructure consistent with seasonal use where no hot water is present. The building also has both interior and exterior lighting. No fire alarm or suppression elements or HVAC equipment was observed.

Site & Amenities

Hillendale Park has a significant number of site assets and amenities spread throughout the entirety of the park. Typical park elements such as benches and trash receptacles are present in all areas of the park while other elements such as playground equipment and picnic tables/camping grills are concentrated in particular areas like playgrounds and picnic shelters. While most of the site assets were observed to be in satisfactory condition, a limited number of park benches, picnic tables, and signage was deemed to be deficient and recommended for replacement. Similarly, the asphalt pavement covering the pedestrian bridge adjacent to the playground is badly degraded. Property management also reported that certain areas of the park have drainage issues during periods of heavy rains and require drainage improvements.

Recommended Additional Studies

Some areas of the park were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$4,747	$26,206	$10,605	$41,558
Roofing	-	-	-	$4,542	$29,759	$34,301
Interiors	-	-	$3,864	-	$5,193	$9,057
Plumbing	-	-	-	$11,510	$17,821	$29,331
Electrical	-	-	-	$1,728	-	$1,728
Equipment & Furnishings	-	-	-	-	$14,582	$14,582
Special Construction & Demo	-	-	-	-	$76,433	$76,433
Site Development	-	$37,924	$47,582	$72,469	$500,088	$658,063
Site Utilities	-	-	-	$27,953	-	$27,953
Site Pavement	-	$154	-	$148,691	$244,561	$393,406
Accessibility	$15,843	-	-	-	-	$15,843
TOTALS	**$15,900**	**$38,100**	**$56,200**	**$293,100**	**$899,100**	**$1,302,400**

Immediate Needs

Facility/Building	Total Items	Total Cost
Hillendale Park	4	$15,900
Total	**4**	**$15,900**

Hillendale Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2967413	Hillendale Park	General Park	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
2963317	Hillendale Park	Baseball Field	Y1080	ADA Site & Recreational, Benches/Bleachers/Seating, Compliant Seats/Area, Replace/Install	NA	Accessibility	$5,200
2963284	Hillendale Park	Parking lot South	Y1020	ADA Paths of Travel, Walkways, Asphalt Pathway, Install	NA	Accessibility	$200
2963280	Hillendale Park	Playground south	Y1020	ADA Paths of Travel, Walkways, Asphalt Pathway, Install	NA	Accessibility	$700
Total (4 items)							**$15,900**

Key Findings

Include/Exclude

Park Bench in **Poor** condition.

Wood/Composite/Fiberglass (Uniformat Code: G2060)

Hillendale Park Site

Recommendation: **Replace** in 2023.

Benches showing signs of deterioration.
AssetCalc ID: 2963303

Priority Score **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 2,300

$$$$

Include/Exclude

Signage in **Poor** condition.

Exterior/Site, Guide & Directional Pole-Mounted (Uniformat Code: G2060)

Hillendale Park Parking lot South

Recommendation: **Replace/Install** in 2023.

Sign is tilted.
AssetCalc ID: 2963290

Priority Score **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 700

$$$$

Include/Exclude

Picnic Table in **Poor** condition.

Wood/Composite/Fiberglass (Uniformat Code: G2060)

Hillendale Park Site

Recommendation: **Replace** in 2023.

Picnic table showing signs of deterioration.
AssetCalc ID: 2963245

Priority Score **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 800

$$$$

Include/Exclude

Park Bench in **Poor** condition.

Wood/Composite/Fiberglass (Uniformat Code: G2060)

Hillendale Park Open fields

Recommendation: **Replace** in 2023.

Bench showing signs of deterioration.
AssetCalc ID: 2963277

Priority Score **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 2,300

$$$$

Include/Exclude

Sidewalk in **Poor** condition.

Asphalt (Uniformat Code: G2030)

Hillendale Park Bridge near Playground

Recommendation: **Overlay** in 2023.

Asphalt is in poor condition and needs to be repaved to make path more accessible.
AssetCalc ID: 2963302

Priority Score **67.7**

Plan Type: Accessibility

Cost Estimate: $ 100

$$$$

Include/Exclude

ADA Site & Recreational

Benches/Bleachers/Seating, Compliant Seats/Area (Uniformat Code: Y1080)

Hillendale Park Baseball Field

Recommendation: **Replace/Install** in 2021.

No ADA seating provided.
AssetCalc ID: 2963317

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 5,200

$$$$

☑ Include/Exclude

ADA Paths of Travel

Walkways, Asphalt Pathway (Uniformat Code: Y1020)

Hillendale Park Playground south

Recommendation: **Install** in 2021.

No accessible pathway provided to the two playgrounds in the south side of the park.
AssetCalc ID: 2963280

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 700

$$

☑ Include/Exclude

ADA Miscellaneous

Level III Study, Includes Measurements (Uniformat Code: Y1090)

Hillendale Park General Park

Recommendation: **Evaluate/Report** in 2021.

A number of potential accessibility issues were identified during the assessment.
AssetCalc ID: 2967413

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 9,800

$$

☑ Include/Exclude

ADA Paths of Travel

Walkways, Asphalt Pathway (Uniformat Code: Y1020)

Hillendale Park Parking lot South

Recommendation: **Install** in 2021.

Ramp from parking space to asphalt sidewalk is not compliant.
AssetCalc ID: 2963284

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 200

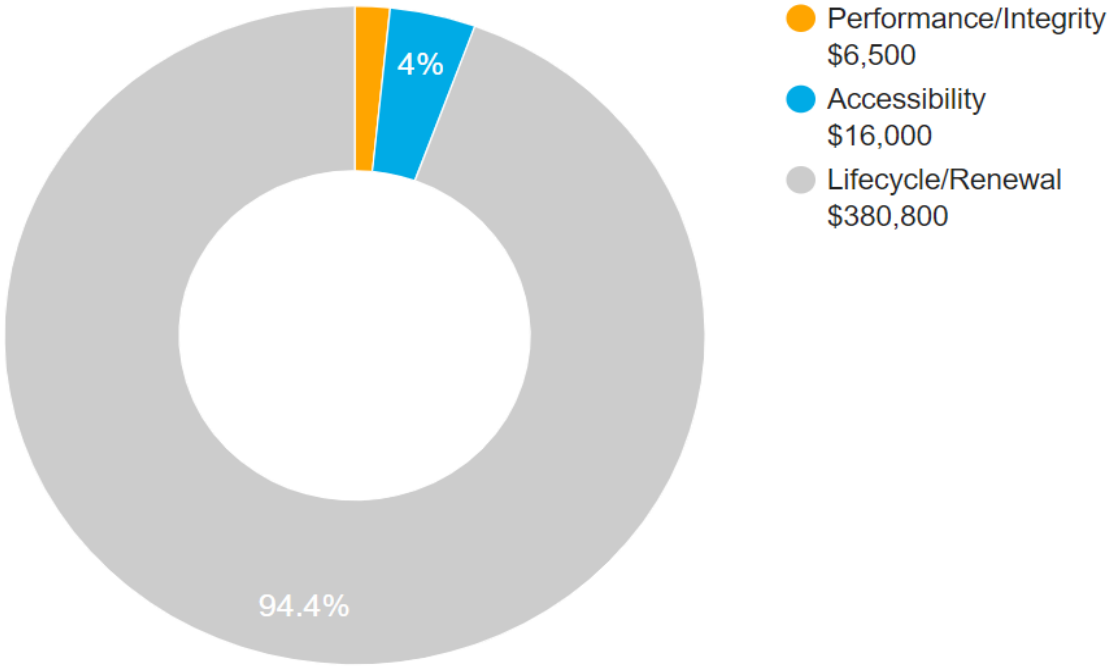
$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $403,300

2. Restroom Building

Restroom Building: Systems Summary		
Address	19260 Clairmont Way, Oregon City, Oregon	
Constructed/Renovated	Unknown	
Building Size	700 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roofs	Good
Façade	Painted CMU with steel doors	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Painted concrete Ceilings: Painted gypsum board	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Stainless toilets and sinks in all restrooms; Urinal in men's room	Fair

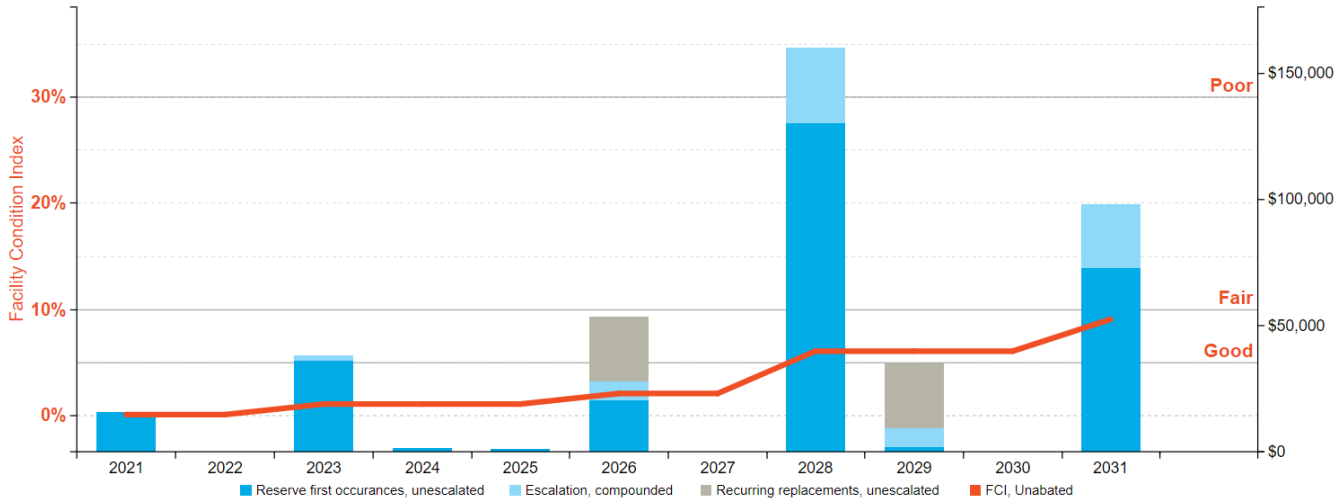
Restroom Building: Systems Summary		
HVAC	None	--
Fire Suppression	Hydrants	Good
Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	Simple restroom structure is generally in fair condition with no immediate needs or deficiencies identified during the assessment.	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Hillendale Park

Replacement Value: $ 3,820,000; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	5 EA	Fair
Gazebos	Metal and wood framed	710 SF	Fair
Signage	Property Sign	4 EA	Fair
Sports Apparatus	Basketball pole and rim, dugout, soccer goal and soccer goal	6 EA	Fair
Trash Receptacle	Medium-Duty, Metal	7 EA	Fair
Bike Rack	6-10 Rack	1 EA	Fair
Drinking Fountain	Metal Pedestal	2 EA	Fair
Bleachers	Metal	2 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	Two asphalt parking areas with concrete curbs
Pedestrian paving and Trails	Asphalt and concrete pathways
On-Site Amenities	Chain link fencing, pedestrian bridges, picnic tables, benches, grills, bleachers, playground equipment, trash receptacles
Ancillary Buildings	Picnic Shelter, maintenance shed, shade structures
Fields and Lots	Unimproved play fields; Softball fields with natural turf, backstops, dugouts and fencing; Soccer fields with natural turf and movable goals; Combination tennis/basketball courts with painted asphalt surface with tennis nets and backboards/rims; Volleyball court with sand and nets; Playgrounds with wood chips play surfaces, play structures, and other play elements
Storm Water Management	Surface drainage to developed and undeveloped surroundings and to water features in the park
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Degraded asphalt pavement on pedestrian bridge, limited number of excessively worn benches and picnic tables, damaged sign.

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park original construction is unknown.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	UNKNOWN	No	No
General Park	UNKNOWN	No	Yes

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Hillendale Park, 19260 Clairmont Way, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
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1	RESTROOM FRONT ELEVATION

2	RESTROOM LEFT ELEVATION

3	RESTROOM REAR ELEVATION

4	RESTROOM RIGHT ELEVATION

5	EAST PARKING LOT

6	ACCESSIBLE PARKING AND PATH OF TRAVEL

7	PLAYGROUND AREA

8	BASKETBALL/TENNIS COURT

9	OPEN FIELD

10	VOLLEYBALL FIELD

11	SOCCER FIELD

12	BASEBALL FIELD NORTH

13	BASEBALL FIELD SOUTH

14	STREAM

15	PICNIC SHELTER

16	STORAGE SHED

17	ASPHALT SIDEWALK

18	SITE FENCING

19	RETAINING WALL

20	PEDESTRIAN BRIDGE

21	PICNIC TABLE

22	PARK BENCHES

23	SHADE STRUCTURE AND PARK BENCH

24	TRASH RECEPTACLE

25	TRASH RECEPTACLE

26	PICNIC GRILL

27	BIKE RACK

28	DRINKING FOUNTAIN

29	BLEACHERS

30	PLAY STRUCTURE

31	PLAY STRUCTURE

32	POLE LIGHT

Site Plan

Project Number	Project Name
148392.21R000-027.017	Hillendale Park City of Oregon City
Source	**On-Site Date**
Google Earth	April 7, 2021

Site Plan

Project Number	Project Name
148392.21R000-027.017	Hillendale Park City of Oregon City
Source	**On-Site Date**
Client	April 7, 2021

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Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Hillendale Park

BV Project Number: 148392.21R-00 - 027.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?		X		
5	Do ramp runs on an accessible route appear to have compliant slopes ?		X		
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?		X		

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?		✕		
8	Do ramps on an accessible route appear to have compliant handrails ?		✕		

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?		X		
2	Has the play area been reviewed for accessibility ?			X	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

Component Condition Report | Hillendale Park / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	1,050 SF	5	2963278
B2010	Restrooms	Fair	Exterior Walls, Concrete Block (CMU), 1-2 Story Building	900 SF	30	2963250
B2050	Restrooms	Fair	Exterior Door, Steel, Standard	3	20	2963262
Roofing						
B3010	Restrooms	Excellent	Roofing, Metal	800 SF	5	3142988
B3060	Restrooms	Fair	Roof Skylight, per unit, up to 20 SF	2	10	2963263
Interiors						
C2010	Restrooms	Fair	Wall Finishes, any surface, Prep & Paint	1,050 SF	5	2963274
C2030	Restrooms	Fair	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	700 SF	3	2963257
Plumbing						
D2010	Restrooms	Fair	Sink/Lavatory, Wall-Hung, Enameled Steel	3	15	2963312
D2010	Restrooms	Fair	Urinal, Standard	1	15	2963324
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	2	15	2963249
Electrical						
D5040	Restrooms	Fair	Standard Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	3	10	2963298

Component Condition Report | Hillendale Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2050	Shed	Fair	Exterior Door, Steel, Standard	25	10	2963260
Plumbing						
D2010	Parking lot east	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	7	2963315
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	7	2963267
Equipment & Furnishings						
E2010	Baseball Fields	Fair	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat)	60	15	2963266
Special Construction & Demo						
F1020	Throughout Site	Fair	Trellis Structures, Wood-Framed	120 SF	15	2963311
F1020	Parking Lot East	Fair	Ancillary Building, CMU	60 SF	21	2963247
F1020	Site	Fair	Picnic Structure, Wood-Framed	600 SF	15	2963322
Pedestrian Plazas & Walkways						
G2020	Parking Lots	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	34,500 SF	15	2963289
G2020	Parking lot South	Good	Parking Lots, Pavement, Asphalt, Seal & Stripe	34,500 SF	4	2963295
G2020	Bridge near Playground	Poor	Pedestrian paving, Pavement, Asphalt, Overlay	250 SF	0	2963302
G2030	Site	Fair	Sidewalk, Asphalt, Overlay	62,000 SF	7	2963272
G2030	Basketball/Tennis Court	Good	Sidewalk, Concrete, Small Areas/Sections	250 SF	40	2963273
G2030	Parking lot South	Fair	Sidewalk, Concrete, Small Areas/Sections [No tag/plate found]	1,500 SF	30	2963297
Athletic, Recreational & Playfield Areas						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G2050	Playground east	Good	Playfield Surfaces, Chips Wood, 6" Depth	7,500 SF	2	2963261
G2050	Playground east	Good	Play Structure, Swing Set, 4 Seats	1	19	2963268
G2050	Shed	Good	Campground Accessories, Grill, Pedestal-Style	8	14	2963286
G2050	Playground south	Good	Play Structure, Multipurpose, Large	1	15	2963285
G2050	Baseball Fields	Fair	Sports Apparatus, Player Benches, 12' Length	4	5	2963253
G2050	Playground east	Good	Play Structure, Swing Set, 4 Seats	2	19	2963270
G2050	Volleyball field	Fair	Playfield Surfaces, Sand, 6" Depth	3,000 SF	5	2963276
G2050	Basketball/Tennis Court	Good	Sports Apparatus, Basketball, Backboard/Rim/Pole	2	24	2963282
G2050	Playground south	Good	Play Structure, Multipurpose, Large	1	19	2963275
G2050	Basketball/Tennis Court	Good	Athletic Surfaces & Courts, Skate Park, Concrete Pavement, Replace/Install	14,000 SF	25	2963279
G2050	Baseball field north	Good	Sports Apparatus, Baseball, Backstop Chain-Link	1	15	2963251
G2050	Volleyball field	Fair	Sports Apparatus, Tennis/Volleyball, Net w/ Posts & Anchors	1	10	2963292
G2050	Dock	Fair	Lake Dock/Pier, Decking & Structure, Wood Floating	45 SF	13	2963288
G2050	Playground south	Good	Playfield Surfaces, Chips Wood, 6" Depth	2,400 SF	2	2963306
G2050	Soccer fields	Fair	Sports Apparatus, Soccer, Movable Practice Goal	2	5	2963254
G2050	Playground east	Good	Play Structure, Multipurpose, Large	1	15	2963316
Sitework						
G2060	Site	Fair	Pedestrian Bridge, Wood Construction	36 SF	10	2963246
G2060	Throughout Site	Poor	Park Bench, Wood/Composite/Fiberglass	5	2	2963277
G2060	Site	Fair	Trash Receptacle, Heavy-Duty Fixed Concrete	1	8	2963314
G2060	Throughout Site	Fair	Park Bench, Wood/Composite/Fiberglass	14	5	2963259
G2060	Baseball Field	Fair	Fences & Gates, Fence, Chain Link 8'	200 LF	15	2963296
G2060	Basketball/Tennis Court	Good	Fences & Gates, Fence, Chain Link 8'	500 LF	39	2963271
G2060	Baseball field north	Fair	Retaining Wall, Brick/Stone	125 SF	20	2963258
G2060	Site	Poor	Picnic Table, Wood/Composite/Fiberglass	1	2	2963245
G2060	Parking lot South	Good	Fences & Gates, Pedestrian Gate, Aluminized Steel	2	20	2963256
G2060	Bridge near Playground	Fair	Pedestrian Bridge, Steel or Concrete Construction, 60' Span	48 SF	20	2963305
G2060	Basketball/Tennis Court	Fair	Bike Rack, Fixed 6-10 Bikes	1	4	2963238
G2060	Volleyball field	Good	Fences & Gates, Fence, Chain Link 6'	40 LF	30	2963293
G2060	Throughout Site	Good	Trash Receptacle, Medium-Duty Metal or Precast	8	15	2963299
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	2	10	2963321
G2060	Playground east	Good	Picnic Table, Wood/Composite/Fiberglass	3	19	2963307
G2060	Site	Fair	Pedestrian Bridge, Wood Construction	60 SF	10	2963309
G2060	Parking lot east	Good	Bollard, Concrete or Metal	3	25	2963304
G2060	Shed	Good	Picnic Table, Wood/Composite/Fiberglass	8	19	2963301
G2060	Baseball field north	Good	Fences & Gates, Fence, Chain Link 8'	175 LF	39	2963240
G2060	Basketball/Tennis Court	Fair	Fences & Gates, Fence, Chain Link 4'	75 LF	20	2963241
G4050	Roof	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	1	10	2963265
G4050	Parking lot east	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	3	10	2963248

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Utilities						
G3030	Sportfields	Poor	Storm Drainage Components, Underground	1	2	3142980
G3030	Park	Poor	Storm Drainage Components, Underground	1	2	3142981
Accessibility						
Y1020	Parking lot South	NA	ADA Paths of Travel, Walkways, Curb Cut Ramp, Install [No tag/plate found]	25	0	2963284
Y1020	Playground south	NA	ADA Paths of Travel, Walkways, Asphalt Pathway, Install [No tag/plate found]	100 SF	0	2963280
Y1080	Baseball Field	NA	ADA Site & Recreational, Benches/Bleachers/Seating, Compliant Seats/Area, Replace/Install	2	0	2963317
Y1090	General Park	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2967413

Replacement Reserves Report

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Hillendale Park	$85,203	$0	$142,951	$0	$23,886	$59,830	$0	$160,203	$34,006	$26,334	$94,430	$35,630	$0	$3,866	$78,900	$594,014	$0	$42,544	$0	$153,585	$118,689	**$1,654,072**
Hillendale Park / Restrooms	$0	$0	$0	$1,492	$0	$25,808	$0	$0	$0	$0	$5,538	$0	$0	$2,005	$0	$27,393	$0	$0	$0	$0	$4,226	**$66,462**
Grand Total	**$85,203**	**$0**	**$142,951**	**$1,492**	**$23,886**	**$85,638**	**$0**	**$160,203**	**$34,006**	**$26,334**	**$99,969**	**$35,630**	**$0**	**$5,870**	**$78,900**	**$621,407**	**$0**	**$42,544**	**$0**	**$153,585**	**$122,915**	**$1,720,534**

Hillendale Park

Uniformat CodeID	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2050	2963260	Exterior Door, Steel, Standard, Replace	40	30	10	25	EA	$1,105.00	$27,625											$27,625											**$27,625**
D2010	2963315	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	8	7	1	EA	$4,680.00	$4,680								$4,680														**$4,680**
D2010	2963267	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	8	7	1	EA	$4,680.00	$4,680								$4,680														**$4,680**
E2010	2963266	Bleachers, Fixed Steel Frame, Aluminum Benches (per Seat), Replace	25	10	15	60	EA	$156.00	$9,360																$9,360						**$9,360**
F1020	2963311	Trellis Structures, Wood-Framed, Replace	30	15	15	120	SF	$130.00	$15,600																$15,600						**$15,600**
F1020	2963322	Picnic Structure, Wood-Framed, Replace	30	15	15	600	SF	$115.00	$69,000																$69,000						**$69,000**
G2020	2963302	Pedestrian paving, Pavement, Asphalt, Overlay	0	0	0	250	SF	$18.15	$4,538	$4,538																					**$4,538**
G2020	2963295	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	1	4	34500	SF	$0.59	$20,183					$20,183					$20,183					$20,183					$20,183		**$80,730**
G2020	2963289	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	34500	SF	$4.55	$156,975																$156,975						**$156,975**
G2030	2963272	Sidewalk, Asphalt, Overlay	25	18	7	62000	SF	$1.95	$120,900								$120,900														**$120,900**
G2050	2963253	Sports Apparatus, Player Benches, 12' Length, Replace	15	10	5	4	EA	$585.00	$2,340						$2,340															$2,340	**$4,680**
G2050	2963254	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	10	5	2	EA	$910.00	$1,820						$1,820															$1,820	**$3,640**
G2050	2963292	Sports Apparatus, Tennis/Volleyball, Net w/ Posts & Anchors, Replace	20	10	10	1	EA	$1,820.00	$1,820											$1,820											**$1,820**
G2050	2963251	Sports Apparatus, Baseball, Backstop Chain-Link, Replace	20	5	15	1	EA	$6,500.00	$6,500																$6,500						**$6,500**
G2050	2963288	Lake Dock/Pier, Decking & Structure, Wood Floating, Replace	25	12	13	45	SF	$58.50	$2,633														$2,633								**$2,633**
G2050	2963286	Campground Accessories, Grill, Pedestal-Style, Replace	15	1	14	8	EA	$780.00	$6,240															$6,240							**$6,240**
G2050	2963261	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	7500	SF	$2.60	$19,500			$19,500			$19,500			$19,500			$19,500			$19,500			$19,500			$19,500	**$136,500**
G2050	2963306	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	2400	SF	$2.60	$6,240			$6,240			$6,240			$6,240			$6,240			$6,240			$6,240			$6,240	**$43,680**
G2050	2963276	Playfield Surfaces, Sand, 6" Depth, Replace	20	15	5	3000	SF	$2.08	$6,240						$6,240																**$6,240**
G2050	2963285	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	$45,500.00	$45,500																$45,500						**$45,500**
G2050	2963316	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	$63,000.00	$63,000																$63,000						**$63,000**
G2050	2963268	Play Structure, Swing Set, 4 Seats, Replace	20	1	19	1	EA	$3,250.00	$3,250																			$3,250			**$3,250**
G2050	2963270	Play Structure, Swing Set, 4 Seats, Replace	20	1	19	2	EA	$3,250.00	$6,500																			$6,500			**$6,500**
G2050	2963275	Play Structure, Multipurpose, Large, Replace	20	1	19	1	EA	$45,500.00	$45,500																			$45,500			**$45,500**
G2060	2963277	Park Bench, Wood/Composite/Fiberglass, Replace	20	18	2	5	EA	$780.00	$3,900			$3,900																			**$3,900**
G2060	2963245	Picnic Table, Wood/Composite/Fiberglass, Replace	20	18	2	1	EA	$1,105.00	$1,105			$1,105																			**$1,105**
G2060	2963238	Bike Rack, Fixed 6-10 Bikes, Replace	20	16	4	1	EA	$1,040.00	$1,040					$1,040																	**$1,040**
G2060	2963259	Park Bench, Wood/Composite/Fiberglass, Replace	20	15	5	14	EA	$1,105.00	$15,470						$15,470																**$15,470**
G2060	2963314	Trash Receptacle, Heavy-Duty Fixed Concrete, Replace	25	17	8	1	EA	$1,105.00	$1,105									$1,105													**$1,105**
G2060	2963296	Fences & Gates, Fence, Chain Link 8', Replace	40	25	15	200	LF	$32.50	$6,500																$6,500						**$6,500**
G2060	2963299	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	8	EA	$1,105.00	$8,840																$8,840						**$8,840**
G2060	2963307	Picnic Table, Wood/Composite/Fiberglass, Replace	20	1	19	3	EA	$1,105.00	$3,315																			$3,315			**$3,315**
G2060	2963301	Picnic Table, Wood/Composite/Fiberglass, Replace	20	1	19	8	EA	$1,105.00	$8,840																			$8,840			**$8,840**
G2060	2963256	Fences & Gates, Pedestrian Gate, Aluminized Steel, Replace	25	5	20	2	EA	$975.00	$1,950																				$1,950		**$1,950**
G2060	2963241	Fences & Gates, Fence, Chain Link 4', Replace	40	20	20	75	LF	$23.40	$1,755																				$1,755		**$1,755**
G2060	2963321	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	10	10	2	EA	$650.00	$1,300											$1,300											**$1,300**
G2060	2963258	Retaining Wall, Brick/Stone, Replace	40	20	20	125	SF	$182.00	$22,750																				$22,750		**$22,750**
G2060	2963246	Pedestrian Bridge, Wood Construction, Replace	25	15	10	36	SF	$195.00	$7,020											$7,020											**$7,020**
G2060	2963309	Pedestrian Bridge, Wood Construction, Replace	25	15	10	60	SF	$195.00	$11,700											$11,700											**$11,700**
G2060	2963305	Pedestrian Bridge, Steel or Concrete Construction, 60' Span, Replace	50	30	20	48	SF	$195.00	$9,360																				$9,360		**$9,360**
G3030	3142980	Storm Drainage Components, Underground, Replace	40	38	2	1	EA	$52,000.00	$52,000			$52,000																			**$52,000**
G3030	3142981	Storm Drainage Components, Underground, Replace	40	38	2	1	EA	$52,000.00	$52,000			$52,000																			**$52,000**
G4050	2963265	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	1	EA	$5,200.00	$5,200											$5,200											**$5,200**
G4050	2963248	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	3	EA	$5,200.00	$15,600											$15,600											**$15,600**
Y1020	2963284	ADA Paths of Travel, Walkways, Curb Cut Ramp, Install	0	0	0	25	EA	$2,600.00	$65,000	$65,000																					**$65,000**
Y1020	2963280	ADA Paths of Travel, Walkways, Asphalt Pathway, Install	0	0	0	100	SF	$7.15	$715	$715																					**$715**
Y1080	2963317	ADA Site & Recreational, Benches/Bleachers/Seating, Compliant Seats/Area, Replace/Install	0	0	0	2	EA	$2,600.00	$5,200	$5,200																					**$5,200**
Y1090	2967413	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$85,203**	**$0**	**$134,745**	**$0**	**$21,223**	**$51,610**	**$0**	**$130,260**	**$26,845**	**$20,183**	**$70,265**	**$25,740**	**$0**	**$2,633**	**$52,163**	**$381,275**	**$0**	**$25,740**	**$0**	**$87,588**	**$65,715**	**$1,181,185**
Totals, Escalated (3.0% inflation, compounded annually)										**$85,203**	**$0**	**$142,951**	**$0**	**$23,886**	**$59,830**	**$0**	**$160,203**	**$34,006**	**$26,334**	**$94,430**	**$35,630**	**$0**	**$3,866**	**$78,900**	**$594,014**	**$0**	**$42,544**	**$0**	**$153,585**	**$118,689**	**$1,654,072**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Hillendale Park / Restrooms

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2963278	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	5	5	1050	SF	$3.90	$4,095						$4,095										$4,095						**$8,190**
B2050	2963262	Exterior Door, Steel, Standard, Replace	40	20	20	3	EA	$780.00	$2,340																					$2,340	**$2,340**
B3010	3142988	Roofing, Metal, Replace	40	35	5	800	SF	$20.15	$16,120						$16,120																**$16,120**
B3060	2963263	Roof Skylight, per unit, up to 20 SF, Replace	30	20	10	2	EA	$1,690.00	$3,380											$3,380											**$3,380**
C2010	2963274	Wall Finishes, any surface, Prep & Paint	10	5	5	1050	SF	$1.95	$2,048						$2,048										$2,048						**$4,095**
C2030	2963257	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	10	7	3	700	SF	$1.95	$1,365				$1,365										$1,365								**$2,730**
D2010	2963312	Sink/Lavatory, Wall-Hung, Enameled Steel, Replace	30	15	15	3	EA	$2,210.00	$6,630																$6,630						**$6,630**
D2010	2963324	Urinal, Standard, Replace	30	15	15	1	EA	$1,430.00	$1,430																$1,430						**$1,430**
D2010	2963249	Toilet, Commercial Water Closet, Replace	30	15	15	2	EA	$1,690.00	$3,380																$3,380						**$3,380**
D5040	2963298	Standard Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	10	10	3	EA	$247.00	$741											$741											**$741**
Totals, Unescalated										**$0**	**$0**	**$0**	**$1,365**	**$0**	**$22,263**	**$0**	**$0**	**$0**	**$0**	**$4,121**	**$0**	**$0**	**$1,365**	**$0**	**$17,583**	**$0**	**$0**	**$0**	**$0**	**$2,340**	**$49,036**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$1,492**	**$0**	**$25,808**	**$0**	**$0**	**$0**	**$0**	**$5,538**	**$0**	**$0**	**$2,005**	**$0**	**$27,393**	**$0**	**$0**	**$0**	**$0**	**$4,226**	**$66,462**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Jon Storm Park
1801 Clackamette Drive
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-028.017

DATE OF REPORT:
July16, 2021

ON SITE DATE:
March 18, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Park
Main Address	1801 Clackamette Drive, Oregon City, Oregon 97045
Site Developed	2006
Lot Size	1.45 acres (estimated)
Number of Substantial Buildings	1
Parking Spaces	23 total spaces all in open lots; 1 of which are accessible.
Date(s) of Visit	March 18, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly Facilities Maintenance Manager 503.519.0377
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The site was constructed in 2006. There have been no major renovations to the park. The park is open to the community with a restroom building located at the center.

Architectural

The restroom building is comprised of CMU and a metal roof. There are 4 skylights on the restroom building roof. There are no windows just openings between the CMU blocks for air to pass through. The interiors are in fair condition and consist of unfinished flooring, painted CMU walls, and wood paneling for the roof.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is a main electrical panel for the Restroom Building located at the rear. There is a water heater for the restroom building in fair condition. There is no fire suppression system for the building.

Site and Amenities

The parking lot for the park is in fair condition, the seal and stripe for the parking lot is also in fair condition. There is a shaded gazebo next to the parking lot. There are picnic tables, trash receptacles, a bike rack, fencing, and a drinking fountain throughout the property. There is a wood pier, concrete stairs and a metal ramp that is in fair condition. The lighting throughout the property is adequate.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Immediate Needs

Facility/Building	Total Items	Total Cost
Jon Storm Park	3	$12,600
Total	**3**	**$12,600**

Jon Storm Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2938932	Jon Storm Park	Box near Restroom	D2010	Backflow Preventer, Domestic Water, 2 IN, Replace	NA	Performance/Integrity	$4,200
2938931	Jon Storm Park	Box near Restroom	D2010	Backflow Preventer, Domestic Water,1.5 IN, Replace	NA	Performance/Integrity	$4,200
2938930	Jon Storm Park	Floating Dock	D2010	Backflow Preventer, Domestic Water, 1.5 IN, Replace	NA	Performance/Integrity	$4,200
Total (3 items)							**$12,600**

Key Findings

Backflow Preventer

Domestic Water, 1.5 IN
Jon Storm Park Floating Dock

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Recommended to be replaced - AssetCALC ID: 2938930

Backflow Preventer

Domestic Water,1.5 IN
Jon Storm Park Box near Restroom

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Irrigation backflow is recommended to be replaced. - AssetCALC ID: 2938931

Backflow Preventer

Domestic Water, 2 IN
Jon Storm Park Box near Restroom

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Recommended to be replaced. - AssetCALC ID: 2938932

River Bank in Poor condition.

Natural, Soil Stabilization
Jon Storm Park River Bank

Uniformat Code: G2053
Recommendation: **Allowance in 2022**

Priority Score: **83.8**

Plan Type:
Performance/Integrity

Cost Estimate: $113,800

$$$$

- AssetCALC ID: 3143165

Plan Types

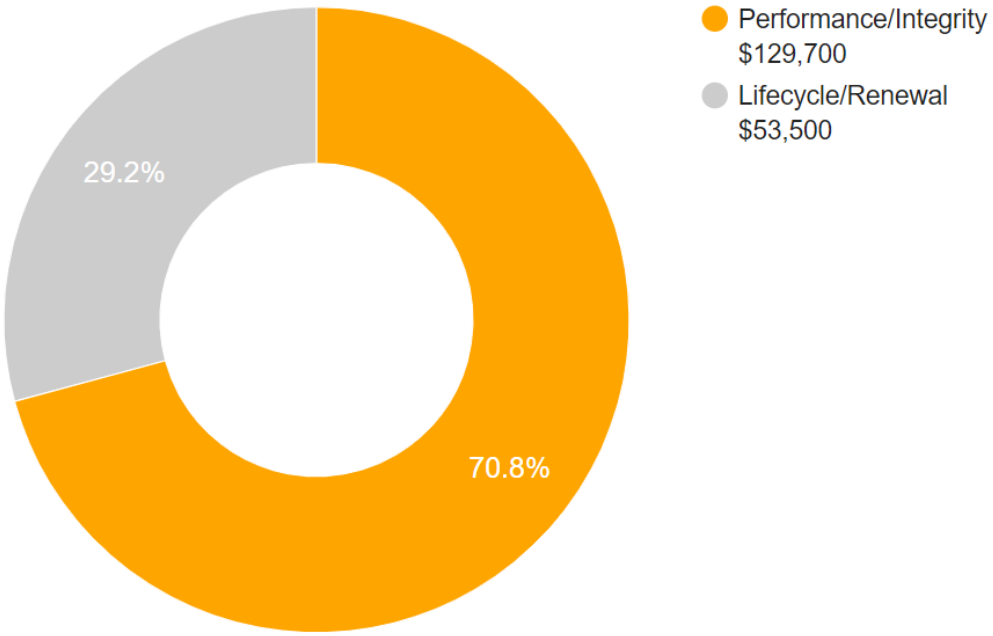
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.

Plan Type Descriptions

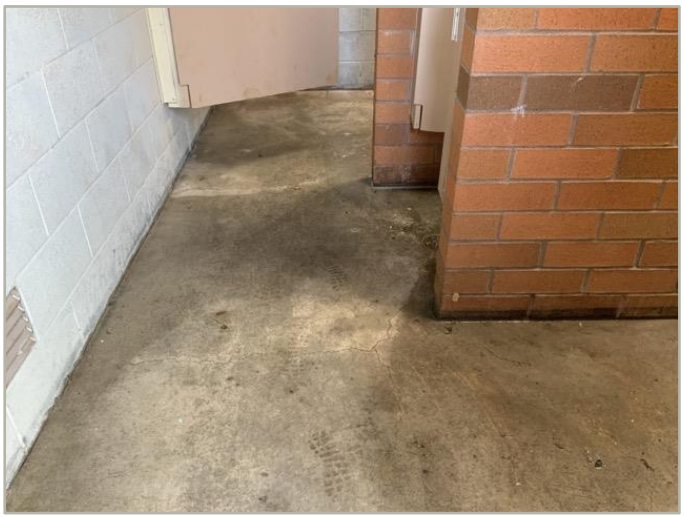
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $183,200

2. Restroom Building



Building 1: Systems Summary

Address	1801 Clackamette Drive, Oregon City, Oregon 97045	
Constructed/Renovated	2006	
Building Size	600 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Fair
Façade	Painted CMU with no windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU Floors: Unfinished Ceilings: Wood paneling	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Electric water heaters Toilets, urinals, and sinks in all restrooms	Fair
HVAC	N/A	--
Fire Suppression	N/A	--

Building 1: Systems Summary		
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Fair
Fire Alarm	N/A	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No key issues found	

Restroom Building: Systems Expenditure Forecast

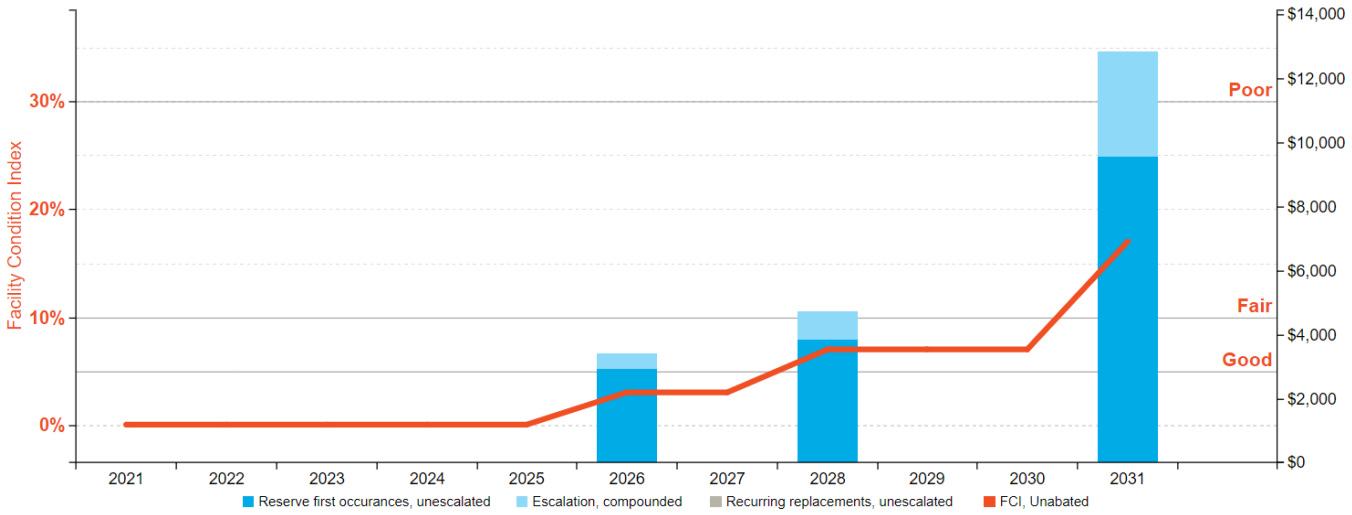
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Roofing	-	-	-	-	$31,897	$31,897
Interiors	-	-	$3,390	$5,644	$21,569	$30,603
Plumbing	-	-	-	$2,797	$22,230	$25,027
Electrical	-	-	-	$7,180	$3,706	$10,886
Fire Alarm & Electronic Systems	-	-	-	$1,918	-	$1,918
TOTALS	**-**	**-**	**$3,400**	**$17,600**	**$79,500**	**$100,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Jon Storm Park Restroom Building

Replacement Value: $ 124,125; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Stairs	Concrete	200 SF	Fair
Stairs	Metal/Pan filled	100 SF	Fair
Parking Lot	Asphalt	10,000 SF	Fair
Shed/Gazebo	Wood or Metal Frame	480 SF	Fair
Sidewalk	Concrete	4,000 SF	Fair
Lake Dock/Pier	Wood	4,000 SF	Fair
Bike Rack	Fixed Metal Loop	6 EA	Fair
Picnic Table	Metal Powder Coated	6 EA	Fair
Trash Receptacle	Medium Duty	3 EA	Fair
Fences	Metal Tube	200 LF	Fair

General Site Information

Site Lighting	Bollard Style	6 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Metal Tube fencing, picnic tables, trash receptacles, drinking fountains		
Ancillary Buildings	Gazebo/Shaded Structure		
Fields and Lots	N/A		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No key issues were found at this time.		

Systems Expenditure Forecast

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	-	-	-
Facade	-	-	-	-	$7,748	$7,748
Plumbing	$12,480	-	-	-	-	$12,480
Special Construction & Demo	-	-	-	-	$24,304	$24,304
Site Development	-	$117,162	-	$11,792	$659,507	$788,461
Site Pavement	-	$6,206	-	$7,194	$173,422	$186,822
Site Utilities	-	-	-	$7,337	-	$7,337
TOTALS	**$12,500**	**$123,400**	**-**	**$26,400**	**$865,000**	**$1,027,300**

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e., city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park was originally constructed in 2006. The park has not since been substantially renovated.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	2006	No	No
General Park	2006	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed, or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Jon Storm Park, 1801 Clackamette Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

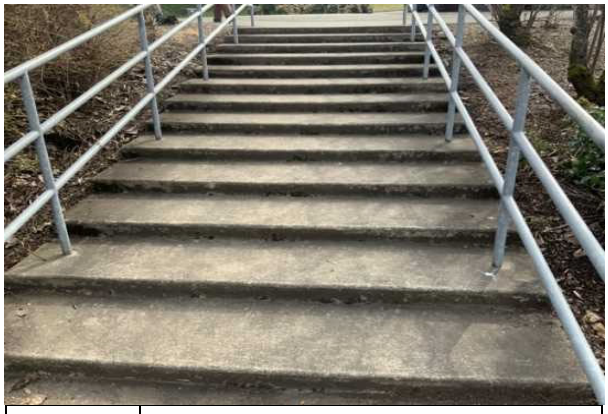
Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554

1	FRONT ELEVATION

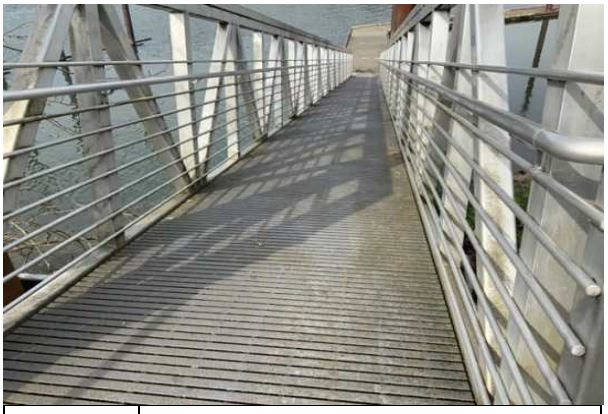
2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

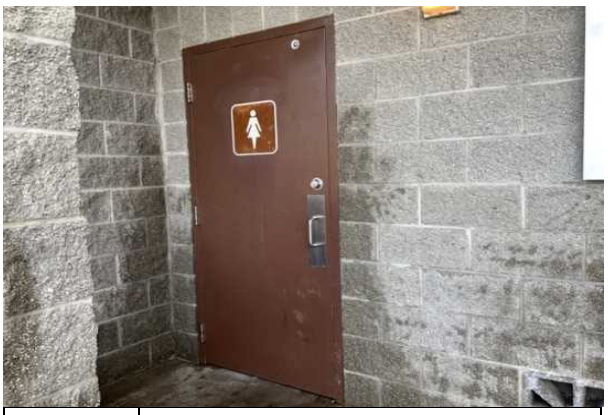


5	STAIRS, CONCRETE



6	SITE STAIRS AND RAMPS, METAL

7	EXTERIOR WALLS, CONCRETE BLOCK (CMU)



8	EXTERIOR DOOR, STEEL

9	ROOFING, METAL

10	TOILET PARTITIONS, BRICK

11	WALL FINISHES, PAINTED

12	FLOORING, UNFINISHED

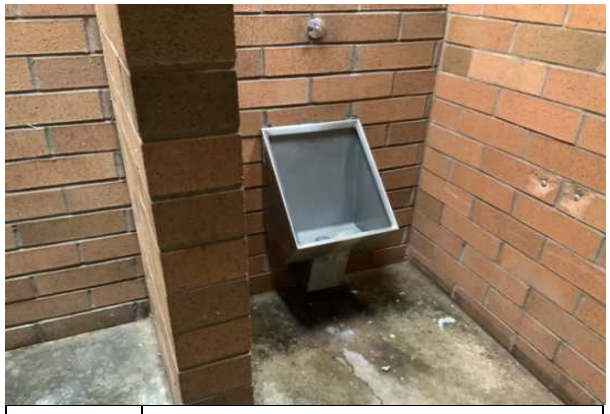
13	CEILING FINISHES, WOOD PANELING

14	WATER HEATER, ELECTRIC

15	SINK/LAVATORY

16	DRINKING FOUNTAIN

17	TOILET



18	URINAL

19	MAIN ELECTRICAL PANEL

20	SPECIAL FIXTURE WITH LAMP, METAL HALIDE

21	GAZEBO/SHADE STRUCTURE, WOOD OR METAL-FRAMED

22	PARKING LOTS, PAVEMENT

23	SIDEWALK, CONCRETE

24	LAKE DOCK/PIER, WOOD

25	FENCE

26	BIKE RACK, FIXED SINGLE LOOP

27	PICNIC TABLE, METAL POWDER-COATED

28	TRASH RECEPTACLE, MEDIUM-DUTY

Site Plan

Project Number	Project Name
148392.21R000-028.017	Jon Storm Park
Source	**On-Site Date**
Google	March 18, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Jon Storm

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 15 years

Date Completed: 3/18/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed: 2006	Renovated:	
2	Building size in SF	600 **SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?		X			
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zavala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Jon Storm Park

BV Project Number: 148392.21R000-028.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Jon Storm: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route				X
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms				X
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Jon Storm: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Toilet stall overview

Sink, faucet handles and/or accessories

Component Condition Report | Jon Storm Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Site	Fair	Stairs, Concrete, Exterior	200 SF	30	2931758
B1080	Site	Fair	Stairs, Metal or Pan-Filled, Exterior	100 SF	23	2931765
Facade						
B2010	Building exterior	Fair	Exterior Walls, Concrete Block (CMU), 1-2 Story Building	900 SF	30	2931773
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	3	20	2931745
Plumbing						
D2010	Box near Restroom	NA	Backflow Preventer, Domestic Water, 2 IN [No tag/plate found]	1	0	2938932
D2010	Box near Restroom	NA	Backflow Preventer, Domestic Water,1.5 IN [No tag/plate found]	1	0	2938931
D2010	Floating Dock	NA	Backflow Preventer, Domestic Water, 1.5 IN [No tag/plate found]	1	0	2938930
Special Construction & Demo						
F1020	Site	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	480 SF	15	2931766
Pedestrian Plazas & Walkways						
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	10,000 SF	2	2931768
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	10,000 SF	15	2931748
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	4,000 SF	20	2931761
Athletic, Recreational & Playfield Areas						
G2050	Site	Good	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported	4,000 SF	15	2931751
G2050	River Bank	Poor	River Bank, Natural, Soil Stabilization, Allowance	25,000 SF	1	3143165
Sitework						
G2060	Site	Fair	Picnic Table, Metal Powder-Coated	6	10	2931750
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	3	10	2931747
G2060	Site	Fair	Fences & Gates, Fence, Metal Tube 4'	200 LF	20	2931769
G4050	Site	Fair	Site Walkway Fixture w/ Lamp, Bollard Style, Replace/Install	6	10	2931762

Component Condition Report | Jon Storm Park / Restroom Building

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Roofing						
B3010	Restrooms	Fair	Roofing, Metal	700 SF	20	2931936
B3060	Restrooms	Fair	Roof Skylight, per unit, up to 20 SF	4	15	2931774
Interiors						
C1090	Restrooms	Fair	Toilet Partitions, Plastic/Laminate	4	10	2931767
C2010	Restrooms	Fair	Wall Finishes, any surface, Prep & Paint	900 SF	5	2931754

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
C2030	Restrooms	Fair	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	600 SF	5	2931775
C2050	Restrooms	Fair	Ceiling Finishes, Wood Paneling	600 SF	15	2931753
Plumbing						
D2010	Restrooms	Fair	Sink/Lavatory, Vanity Top, Enameled Steel	1	15	2931760
D2010	Restrooms	Fair	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures)	600 SF	20	2931763
D2010	Restrooms	Fair	Drinking Fountain, Wall-Mounted, Single-Level	1	7	2931759
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	3	15	2931764
D2010	Restrooms	Fair	Water Heater, Electric, Residential [No tag/plate found]	1	7	2931771
D2010	Restrooms	Fair	Urinal, Standard	1	15	2931772
D2010	Restrooms	Fair	Sink/Lavatory, Service Sink, Wall-Hung	1	15	2931752
Electrical						
D5020	Restrooms	Fair	Distribution Panel, 120/208 V [No tag/plate found]	1	12	2931757
D5040	Restrooms	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	600 SF	10	2931756
D5040	Restrooms	Fair	Special Fixture w/ Lamp, Metal Halide	3	10	2931746
Fire Alarm & Electronic Systems						
D7030	Restrooms	Fair	Security/Surveillance System, Full System Upgrade, Average Density	600 SF	7	2931755

Replacement Reserves Report

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Jon Storm Park	$12,480	$117,163	$6,206	$0	$0	$0	$0	$7,195	$0	$0	$19,131	$157,457	$8,341	$0	$0	$581,278	$0	$9,669	$0	$0	$108,240	**$1,027,159**
Jon Storm Park / Restroom Building	$0	$0	$0	$0	$0	$3,391	$0	$4,717	$0	$0	$12,825	$0	$3,707	$0	$0	$47,292	$0	$0	$0	$0	$28,410	**$100,342**
Grand Total	**$12,480**	**$117,163**	**$6,206**	**$0**	**$0**	**$3,391**	**$0**	**$11,911**	**$0**	**$0**	**$31,956**	**$157,457**	**$12,048**	**$0**	**$0**	**$628,570**	**$0**	**$9,669**	**$0**	**$0**	**$136,650**	**$1,127,500**

Jon Storm Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2050	2931745	Exterior Door, Steel, Standard, Replace	40	20	20	3	EA	$1,430.00	$4,290																					$4,290	**$4,290**
D2010	2938932	Backflow Preventer, Domestic Water, 2 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
D2010	2938931	Backflow Preventer, Domestic Water,1.5 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
D2010	2938930	Backflow Preventer, Domestic Water, 1.5 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
F1020	2931766	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	15	15	480	SF	$32.50	$15,600																$15,600						**$15,600**
G2020	2931768	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	10000	SF	$0.59	$5,850			$5,850					$5,850					$5,850					$5,850				**$23,400**
G2020	2931748	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	10000	SF	$4.55	$45,500																$45,500						**$45,500**
G2030	2931761	Sidewalk, Concrete, Large Areas, Replace	50	30	20	4000	SF	$11.70	$46,800																					$46,800	**$46,800**
G2050	3143165	River Bank, Natural, Soil Stabilization, Allowance	10	9	1	25000	SF	$4.55	$113,750		$113,750										$113,750										**$227,500**
G2050	2931751	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported, Replace	25	10	15	4000	SF	$78.00	$312,000																$312,000						**$312,000**
G2060	2931750	Picnic Table, Metal Powder-Coated, Replace	20	10	10	6	EA	$910.00	$5,460											$5,460											**$5,460**
G2060	2931747	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	3	EA	$1,105.00	$3,315											$3,315											**$3,315**
G2060	2931769	Fences & Gates, Fence, Metal Tube 4', Replace	40	20	20	200	LF	$44.20	$8,840																					$8,840	**$8,840**
G4050	2931762	Site Walkway Fixture w/ Lamp, Bollard Style, Replace/Install	20	10	10	6	EA	$910.00	$5,460											$5,460											**$5,460**
Totals, Unescalated										**$12,480**	**$113,750**	**$5,850**	**$0**	**$0**	**$0**	**$0**	**$5,850**	**$0**	**$0**	**$14,235**	**$113,750**	**$5,850**	**$0**	**$0**	**$373,100**	**$0**	**$5,850**	**$0**	**$0**	**$59,930**	**$710,645**
Totals, Escalated (3.0% inflation, compounded annually)										**$12,480**	**$117,163**	**$6,206**	**$0**	**$0**	**$0**	**$0**	**$7,195**	**$0**	**$0**	**$19,131**	**$157,457**	**$8,341**	**$0**	**$0**	**$581,278**	**$0**	**$9,669**	**$0**	**$0**	**$108,240**	**$1,027,159**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Jon Storm Park / Restroom Building

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B3010	2931936	Roofing, Metal, Replace	40	20	20	700	SF	$16.90	$11,830																					$11,830	**$11,830**
B3060	2931774	Roof Skylight, per unit, up to 20 SF, Replace	30	15	15	4	EA	$1,690.00	$6,760																$6,760						**$6,760**
C1090	2931767	Toilet Partitions, Plastic/Laminate, Replace	20	10	10	4	EA	$1,050.00	$4,200											$4,200											**$4,200**
C2010	2931754	Wall Finishes, any surface, Prep & Paint	10	5	5	900	SF	$1.95	$1,755						$1,755										$1,755						**$3,510**
C2030	2931775	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	10	5	5	600	SF	$1.95	$1,170						$1,170										$1,170						**$2,340**
C2050	2931753	Ceiling Finishes, Wood Paneling, Replace	30	15	15	600	SF	$18.20	$10,920																$10,920						**$10,920**
D2010	2931771	Water Heater, Electric, Residential, Replace	15	8	7	1	EA	$715.00	$715								$715														**$715**
D2010	2931763	Plumbing System, Supply & Sanitary, Low Density (excludes fixtures), Replace	40	20	20	600	SF	$6.50	$3,900																					$3,900	**$3,900**
D2010	2931759	Drinking Fountain, Wall-Mounted, Single-Level, Replace	15	8	7	1	EA	$1,560.00	$1,560								$1,560														**$1,560**
D2010	2931760	Sink/Lavatory, Vanity Top, Enameled Steel, Replace	30	15	15	1	EA	$1,430.00	$1,430																$1,430						**$1,430**
D2010	2931764	Toilet, Commercial Water Closet, Replace	30	15	15	3	EA	$1,690.00	$5,070																$5,070						**$5,070**
D2010	2931772	Urinal, Standard, Replace	30	15	15	1	EA	$1,430.00	$1,430																$1,430						**$1,430**
D2010	2931752	Sink/Lavatory, Service Sink, Wall-Hung, Replace	35	20	15	1	EA	$1,820.00	$1,820																$1,820						**$1,820**
D5020	2931757	Distribution Panel, 120/208 V, Replace	30	18	12	1	EA	$2,600.00	$2,600													$2,600									**$2,600**
D5040	2931756	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	20	10	10	600	SF	$7.80	$4,680											$4,680											**$4,680**
D5040	2931746	Special Fixture w/ Lamp, Metal Halide, Replace	20	10	10	3	EA	$221.00	$663											$663											**$663**
D7030	2931755	Security/Surveillance System, Full System Upgrade, Average Density, Replace	15	8	7	600	SF	$2.60	$1,560								$1,560														**$1,560**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$2,925**	**$0**	**$3,835**	**$0**	**$0**	**$9,543**	**$0**	**$2,600**	**$0**	**$0**	**$30,355**	**$0**	**$0**	**$0**	**$0**	**$15,730**	**$64,988**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$3,391**	**$0**	**$4,717**	**$0**	**$0**	**$12,825**	**$0**	**$3,707**	**$0**	**$0**	**$47,292**	**$0**	**$0**	**$0**	**$0**	**$28,410**	**$100,342**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Library Park
606 John Adams Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
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Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:
148392.21R000-019.017

DATE OF REPORT:
July 13, 2021

ON SITE DATE:
April 6, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Neighborhood park
Main Address	606 John Adams Street, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	1.32 acres (Per County GIS database)
Number of Substantial Buildings	None
Parking Spaces	Fifteen total spaces all in open lots; five of which are accessible.
Date(s) of Visit	April 6, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 Phone dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Library Park is located at 606 John Adams Street and has a spray area that is temporally closed due to Covid-19. The spray park was redesigned and open in 2011, the rest of the park amenities were installed throughout different periods.

Site & Amenities

Site amenities consists of an asphalt parking lot, concrete sidewalk, playground area, spray area, site lighting, stone retaining wall, benches, trash receptacles and a shed. The site amenities appear to be in good condition and conveys the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	$2,260	-	$3,521	$5,781
Site Development	-	-	$110,958	$77,654	$139,386	$327,998
Site Utilities	-	-	-	$37,736	-	$37,736
Site Pavement	-	-	-	-	-	-
TOTALS	**-**	**-**	**$113,300**	**$115,400**	**$143,000**	**$371,700**

Immediate Needs

Not applicable, no immediate needs were identified.

Key Findings

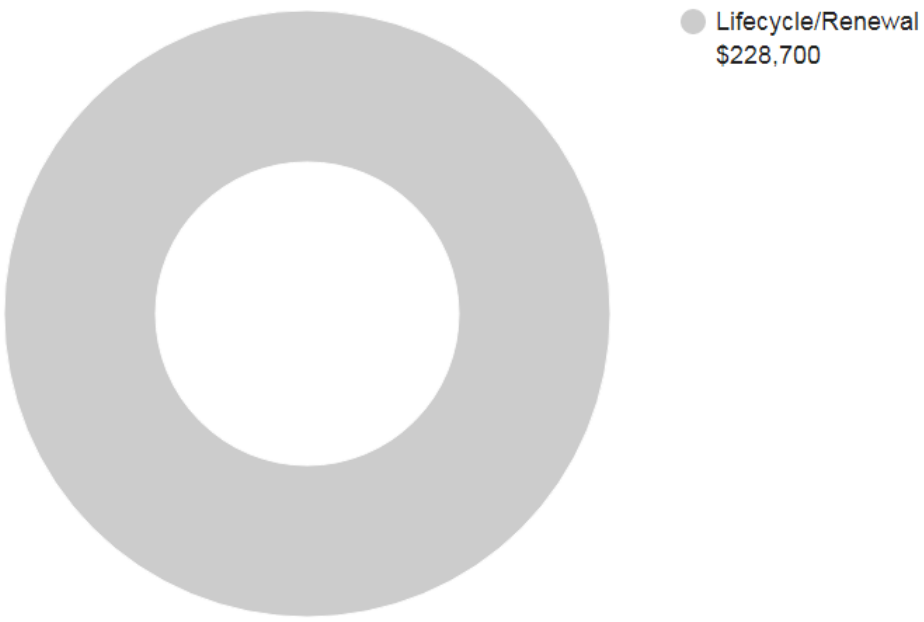
Not applicable, key findings were identified.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $228,700

2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Signage	Property Sign	2 EA	Fair
Signage	Directional Sign	10 EA	Fair
Bollard	Metal	1 EA	Good
Play Structures	Very small	1 EA	Fair
Play Structures	Swing set	1 EA	Fair
Play Field Surfaces	Rubber	2,100 SF	Fair
Park Bench	Wood	24 EA	Fair
Bike Rack	Single loop	8 EA	Good
Trash Receptacle	Medium-Duty, Metal	5 EA	Fair

General Site Information

Drinking Fountain	Metal Pedestal	1 EA	Fair
Book Box	Metal	5 EA	Fair
Plumbing System	Spray Area	2,800 SF	Fair
Landscaping and Topography	Moderate landscaping features Irrigation present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with concrete parking curbs		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Spray area, playground, benches, retaining walls and site lighting		
Ancillary Buildings	Shed		
Fields and Lots	None		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	No key issuers were found.		

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Library Park, 606 John Adams Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Reviewed by:

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Technical Report Reviewer for
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1	PROPERTY SIGN

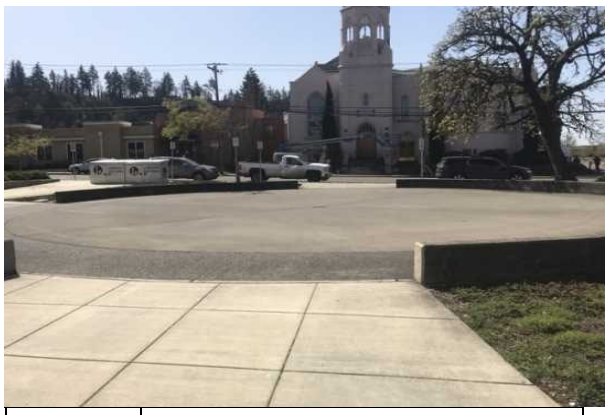
2	OVERVIEW OF PARK

3	NORTHERN ENTRANCE

4	EASTERN ENTRANCE

5	WESTERN ENTRANCE

6	PLAYGROUND AREA



7	SPRAY AREA

8	PARKING AREA

9	PARK BENCH

10	SWING SET

11	OPEN FIELD

12	SIDEWALK

Site Plan

Project Number	Project Name
148392.21R000-019.017	Library Park
Source	**On-Site Date**
Orcity.org	April 6, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Library Park

BV Project Number: 148392.21R000-019.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?	X			
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA

NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	NA

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	X			
2	Has the play area been reviewed for accessibility ?		X		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Drinking Fountain, Exterior/Site, Metal Pedestal	1	5	2968768
Pedestrian Plazas & Walkways						
G2030	Site	Good	Sidewalk, Concrete, Large Areas	36,000 SF	30	2968772
Athletic, Recreational & Playfield Areas						
G2050	Site	Fair	Play Structure, Swing Set, 4 Seats	1	10	2968766
G2050	Site	Fair	Playground Surfaces, Rubber, Interlocking Tiles	2,100 SF	5	2968761
G2050	Site	Fair	Play Structure, Slide	1	10	2968765
Sitework						
G2060	Building exterior	Fair	Park Bench, Basic, Wood	1	3	2968773
G2060	Site	Fair	Park Bench, Round, Wood	1	10	2968759
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	10	10	2968769
G2060	Site	Fair	Park Bench, High End, Wood	3	10	2968762
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	10	10	2968763
G2060	Site	Good	Bike Rack, Fixed Single Loop	8	15	2968754
G2060	Site	Good	Bollard, Concrete or Metal	1	20	2968760
G2060	Site	Fair	Retaining Wall, Concrete Cast-in-Place	30 SF	35	2968774
G2060	Site	Fair	Park Bench, Mid Scale, Wood	3	5	2968771
G2060	Site	Fair	Signage, Property, Monument, Replace/Install	2	10	2968753
G2060	Site	Fair	Park Bench, Built-In, Wood	5	10	2968758
G2060	Spray Area	Fair	Decorative Fountains, Commercial, Repair Allowance/ Pumps and Accessories	1	5	2968756
G2060	Site	Fair	Park Bench, Basic, Wood	3	4	2968767
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	5	10	2968764
G4050	Site	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	4	10	2968775

Replacement Reserves Report

Library Park

7/13/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Library Park	$0	$0	$0	$1,207	$3,731	$108,282	$0	$0	$0	$0	$115,395	$0	$0	$0	$0	$13,772	$0	$0	$0	$0	$129,137	**$371,525**
Grand Total	**$0**	**$0**	**$0**	**$1,207**	**$3,731**	**$108,282**	**$0**	**$0**	**$0**	**$0**	**$115,395**	**$0**	**$0**	**$0**	**$0**	**$13,772**	**$0**	**$0**	**$0**	**$0**	**$129,137**	**$371,525**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2968768	Drinking Fountain, Exterior/Site, Metal Pedestal, Replace	15	10	5	1	EA	$1,950.00	$1,950						$1,950															$1,950	**$3,900**
G2050	2968761	Playground Surfaces, Rubber, Interlocking Tiles, Replace	15	10	5	2100	SF	$32.50	$68,250						$68,250															$68,250	**$136,500**
G2050	2968766	Play Structure, Swing Set, 4 Seats, Replace	20	10	10	1	EA	$3,250.00	$3,250											$3,250											**$3,250**
G2050	2968765	Play Structure, Slide, Replace	20	10	10	1	EA	$7,800.00	$7,800											$7,800											**$7,800**
G2060	2968756	Decorative Fountains, Commercial, Repair Allowance/ Pumps and Accessories	25	20	5	1	EA	$19,500.00	$19,500						$19,500																**$19,500**
G2060	2968773	Park Bench, Basic, Wood, Replace	20	17	3	1	EA	$1,105.00	$1,105				$1,105																		**$1,105**
G2060	2968767	Park Bench, Basic, Wood, Replace	20	16	4	3	EA	$1,105.00	$3,315					$3,315																	**$3,315**
G2060	2968771	Park Bench, Mid Scale, Wood, Replace	20	15	5	3	EA	$1,235.00	$3,705						$3,705																**$3,705**
G2060	2968759	Park Bench, Round, Wood, Replace	20	10	10	1	EA	$7,020.00	$7,020											$7,020											**$7,020**
G2060	2968762	Park Bench, High End, Wood, Replace	20	10	10	3	EA	$2,730.00	$8,190											$8,190											**$8,190**
G2060	2968763	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	10	EA	$1,105.00	$11,050											$11,050											**$11,050**
G2060	2968758	Park Bench, Built-In, Wood, Replace	20	10	10	5	EA	$1,235.00	$6,175											$6,175											**$6,175**
G2060	2968754	Bike Rack, Fixed Single Loop, Replace	20	5	15	8	EA	$1,105.00	$8,840																$8,840						**$8,840**
G2060	2968769	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	20	10	10	10	EA	$650.00	$6,500											$6,500											**$6,500**
G2060	2968753	Signage, Property, Monument, Replace/Install	20	10	10	2	EA	$3,900.00	$7,800											$7,800											**$7,800**
G2060	2968760	Bollard, Concrete or Metal, Replace	30	10	20	1	EA	$1,300.00	$1,300																					$1,300	**$1,300**
G4050	2968764	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	5	EA	$5,200.00	$26,000											$26,000											**$26,000**
G4050	2968775	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	10	10	4	EA	$520.00	$2,080											$2,080											**$2,080**
Totals, Unescalated										**$0**	**$0**	**$0**	**$1,105**	**$3,315**	**$93,405**	**$0**	**$0**	**$0**	**$0**	**$85,865**	**$0**	**$0**	**$0**	**$0**	**$8,840**	**$0**	**$0**	**$0**	**$0**	**$71,500**	**$264,030**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$1,207**	**$3,731**	**$108,282**	**$0**	**$0**	**$0**	**$0**	**$115,395**	**$0**	**$0**	**$0**	**$0**	**$13,772**	**$0**	**$0**	**$0**	**$0**	**$129,137**	**$371,525**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

McLoughlin Promenade
Walkway along the bluff of the elevator
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-029.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 23, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Linear Park
Main Address	Walkway along the bluff of the elevator, Oregon City, Oregon 97045
Site Developed	1937
Lot Size	7.8 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	36 (estimated) with no accessible space
Date(s) of Visit	March 23, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The McLoughlin Promenade is a 7.8-acre linear park on the bluff above downtown, which provides spectacular views of the Willamette River, Willamette Falls, and downtown Oregon City. It also provides a connection to the Oregon City Municipal Elevator.

Site & Amenities

Amenities are limited in the park to concrete sidewalk, site lighting, benches, concrete walls, metal fencing, flagpole, and trash receptacles. The major key issue found that there is no accessible space is provided and a worn-out bench in front of the Mcloughlin house and that property management reported that significant landscaping, irrigation and exterior lighting improvements are necessary. Vegetation along the concrete walls/fencing appears to be as a major issue and needs to be addressed as soon as possible.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	-	-	$87,354	-	$87,354
Plumbing	-	-	$5,425	-	$8,452	$13,877
Electrical	-	-	$52,673	-	-	$52,673
Fire Alarm & Electronic Systems	-	-	$3,616	-	$4,860	$8,476
Site Development	$195,000	$1,172	-	$240,486	$279,167	$715,825
Site Pavement	-	$11,171	-	$123,016	$497,310	$631,497
Site Utilities	-	-	-	$120,898	-	$120,898
Accessibility	$31,200	-	-	-	-	$31,200
TOTALS	**$226,200**	**$12,400**	**$61,800**	**$571,800**	**$789,800**	**$1,662,000**

Immediate Needs

Facility/Building	Total Items	Total Cost
McLoughlin Promenade	2	$226,200
Total	**2**	**$226,200**

McLoughlin Promenade

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2955379	McLoughlin Promenade	Site	Y1010	ADA Parking, Designated Stall, Regraded & Leveled, Install	NA	Accessibility	$31,200
3144115	McLoughlin Promenade	Throughout Site	G2080	Landscaping, Repair, Repair	Poor	Performance/Integrity	$195,000
Total (2 items)							**$226,200**

Key Findings

Landscaping in Poor condition.

Repair
McLoughlin Promenade Throughout Site

Uniformat Code: G2083
Recommendation: **Repair in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $195,000

$$$$

Property management reported that significant landscaping and irrigation repairs required. - AssetCALC ID: 3144115

Park Bench in Poor condition.

Wood/Composite/Fiberglass
McLoughlin Promenade Site

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $1,100

**$**$$$

Bench showing signs of deterioration. - AssetCALC ID: 2955371

ADA Parking

Designated Stall, Regraded and Leveled
McLoughlin Promenade Site

Uniformat Code: Y1011
Recommendation: **Install in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $31,200

**$$**$$

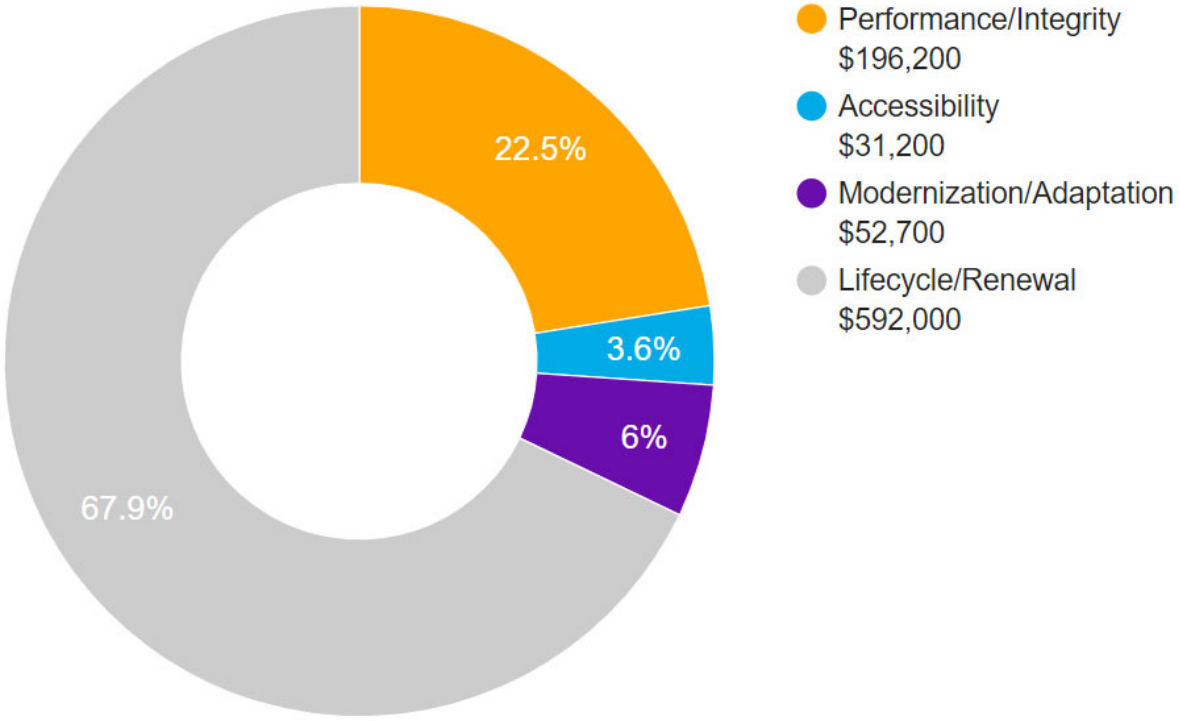
No ADA parking space is provided. - AssetCALC ID: 2955379

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $872,100

2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Signage	Guide and directional pole mounted	2 EA	Fair
Signage	Property	5 EA	Fair
Trash Receptacle	Medium-Duty, Metal	9 EA	Fair
Park Bench	Wood	1 EA	Poor
Park Bench	Metal	6 EA	Good
Flagpole	Metal	1 EA	Fair
Security Camera	Typical	1 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking area		

General Site Information

Pedestrian paving and Trails	Concrete sidewalk
On-Site Amenities	Benches, concrete walls, metal fencing and site lighting
Ancillary Buildings	None
Fields and Lots	None
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	No accessible space is provided in parking lot, major vegetation found along the concrete walls and wood park bench is worn out.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of McLoughlin Promenade, Walkway along the bluff of the elevator, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Reviewed by:

Tammy Prusa,
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1	OVERVIEW OF THE SIDEWALK

2	FLAGPOLE AND SITE LIGHTING

3	ELEVATOR

4	PROPERTY AND DIRECTIONAL SIGNS

5	METAL FENCING

6	OVERVIEW OF PARKING AREA

Site Plan

Project Number	Project Name
148392.21R000-029.017	McLoughlin Promenade
Source	**On-Site Date**
Orcity.org	March 23, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: McLoughlin Promenade BV

Project Number: 148392.21R000-029.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?		X		
2	Does the required number of van-accessible designated spaces appear to be provided ?		X		
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?		X		
4	Does parking signage include the International Symbol of Accessibility ?		X		
5	Does each accessible space have an adjacent access aisle ?		X		
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?		X		

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA	NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	site	Fair	Stairs/Retaining Walls, Concrete, Exterior, Repair Allowance	1,000 SF	10	2955376
Plumbing						
D2010	Throughout Site	Fair	Drinking Fountain, Exterior/Site, Precast Pedestal	1	5	2948575
Electrical						
D5040	Throughout Site	Fair	Standard Fixtures, LED, Basic	120	4	2955377
Fire Alarm & Electronic Systems						
D7030	Site	Fair	Security Camera, Typical	1	5	2955372
Pedestrian Plazas & Walkways						
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	18,000 SF	2	2955426
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	18,000 SF	10	2955378
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	22,000 SF	20	2948565
Sitework						
G2060	Site	Poor	Park Bench, Wood/Composite/Fiberglass	1	2	2955371
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	9	10	2955374
G2060	Site	Fair	Retaining Wall, Brick/Stone	800 SF	20	2948574
G2060	Throughout Site	Fair	Retaining Wall, Masonry, Concrete, Repair Allowance	1,000 SF	10	2948572
G2060	Site	Good	Flagpole, Metal	1	20	2948573
G2060	Site	Good	Fences & Gates, Fence, Wrought Iron 4'	400 LF	40	2948570
G2060	Throughout Site	Good	Park Bench, Metal Powder-Coated	6	15	2948566
G2080	Throughout Site	Poor	Landscaping, Repair, Repair	150,000 SF	0	3144115
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	17	10	2955369
G4050	Flag Pole	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	2	10	2948571
Accessibility						
Y1010	Site	NA	ADA Parking, Designated Stall, Regraded & Leveled, Install	2	0	2955379

Replacement Reserves Report

McLoughlin Promenade

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
McLoughlin Promenade	$226,200	$0	$12,344	$0	$52,674	$9,042	$0	$12,951	$0	$0	$558,807	$0	$15,013	$0	$0	$15,190	$0	$17,404	$0	$0	$742,185	**$1,661,811**
Grand Total	**$226,200**	**$0**	**$12,344**	**$0**	**$52,674**	**$9,042**	**$0**	**$12,951**	**$0**	**$0**	**$558,807**	**$0**	**$15,013**	**$0**	**$0**	**$15,190**	**$0**	**$17,404**	**$0**	**$0**	**$742,185**	**$1,661,811**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B1080	2955376	Stairs/Retaining Walls, Concrete, Exterior, Repair Allowance	50	40	10	1000	SF	$65.00	$65,000											$65,000											**$65,000**
D2010	2948575	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	10	5	1	EA	$4,680.00	$4,680						$4,680															$4,680	**$9,360**
D5040	2955377	Standard Fixtures, LED, Basic, Replace	20	16	4	120	EA	$390.00	$46,800					$46,800																	**$46,800**
D7030	2955372	Security Camera, Typical, Replace	10	5	5	1	EA	$3,120.00	$3,120						$3,120										$3,120						**$6,240**
G2020	2955426	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	18000	SF	$0.59	$10,530			$10,530					$10,530					$10,530					$10,530				**$42,120**
G2020	2955378	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	15	10	18000	SF	$4.55	$81,900											$81,900											**$81,900**
G2030	2948565	Sidewalk, Concrete, Large Areas, Replace	50	30	20	22000	SF	$11.70	$257,400																					$257,400	**$257,400**
G2060	2955371	Park Bench, Wood/Composite/Fiberglass, Replace	20	18	2	1	EA	$1,105.00	$1,105			$1,105																			**$1,105**
G2060	2955374	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	9	EA	$1,105.00	$9,945											$9,945											**$9,945**
G2060	2948566	Park Bench, Metal Powder-Coated, Replace	20	5	15	6	EA	$1,105.00	$6,630																$6,630						**$6,630**
G2060	2948573	Flagpole, Metal, Replace	30	10	20	1	EA	$3,250.00	$3,250																					$3,250	**$3,250**
G2060	2948572	Retaining Wall, Masonry, Concrete, Repair Allowance	50	40	10	1000	SF	$169.00	$169,000											$169,000											**$169,000**
G2060	2948574	Retaining Wall, Brick/Stone, Replace	40	20	20	800	SF	$182.00	$145,600																					$145,600	**$145,600**
G2080	3144115	Landscaping, Repair, Repair	0	0	0	150000	SF	$1.30	$195,000	$195,000																					**$195,000**
G4050	2955369	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	17	EA	$5,200.00	$88,400											$88,400											**$88,400**
G4050	2948571	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	10	10	2	EA	$780.00	$1,560											$1,560											**$1,560**
Y1010	2955379	ADA Parking, Designated Stall, Regraded & Leveled, Install	0	0	0	2	EA	$15,600.00	$31,200	$31,200																					**$31,200**
Totals, Unescalated										**$226,200**	**$0**	**$11,635**	**$0**	**$46,800**	**$7,800**	**$0**	**$10,530**	**$0**	**$0**	**$415,805**	**$0**	**$10,530**	**$0**	**$0**	**$9,750**	**$0**	**$10,530**	**$0**	**$0**	**$410,930**	**$1,160,510**
Totals, Escalated (3.0% inflation, compounded annually)										**$226,200**	**$0**	**$12,344**	**$0**	**$52,674**	**$9,042**	**$0**	**$12,951**	**$0**	**$0**	**$558,807**	**$0**	**$15,013**	**$0**	**$0**	**$15,190**	**$0**	**$17,404**	**$0**	**$0**	**$742,185**	**$1,661,811**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Mt. View Cemetery
500 Hilda Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
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BV PROJECT #:
148392.21R000-009.017

DATE OF REPORT:
July 10, 2021
ON SITE DATE:
March 8, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Cemetery
Main Address	500 Hilda Street, Oregon City, Oregon 97045
Site Developed	Unknown 1854 (first established) Renovated 2012 and 2014
Lot Size	55 acres (estimated)
Number of Substantial Buildings	10 including mausoleums
Parking Spaces	Eight total spaces all in open lots; one of which is accessible
Date(s) of Visit	March 8, 2021
Management Point of Contact	Oregon City, Denise Conrad 503.657.0891 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly
Assessment and Report Prepared By	Jonathan Levine
Reviewed By	James Bryant Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The cemetery was first established in 1854. Since then, land expansions, an office house, restrooms, maintenance shop, and mausoleums were constructed and developed.

Architectural

The office house consists of a wooden structure on a concrete slab. The exterior support beams and soffits were repaired/replaced in 2014. The façade consists of painted wood siding with wood and vinyl framed windows. Exterior doors consist of a decorative wood entry door and wood and metal service doors. The south door is weathered, aged, and the door seal/weatherstripping is loose and damaged. There are also cracked bricks on the exterior portion of the fireplace chimney. The roof consists of a gable construction with asphalt shingle roofing that was replaced in 2020. Roof drainage consists of gutters and downspouts. There is a small area of damaged ceiling in the lunch room due to a previous mold issue that has since been mitigated. The VCT flooring in the lunch room is worn and aged. The wood strip flooring in the rear/south offices is worn. Typical lifecycle-based interior and exterior finish replacements are budgeted and anticipated.

The restroom facility consists of a concrete masonry unit structure with a wood framed roof. The façade consists of painted CMU with aluminum windows. Exterior doors consist of metal entry doors. The roof consists of a flat construction with an asphalt compound. The interior floor coating/paint is worn and faded. The interior wall paint is chipped and peeling.

The maintenance shop consists of a steel structure with metal siding. The exterior siding has dents and damaged segments. The roof consists of a gable construction with a metal finish. Exterior doors consist of three overhead doors.

The mausoleums are concrete structures on concrete slabs with Modified bituminous membranes covering concrete roofs.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The office house is heated and cooled by a split system furnace, replaced in 1991, and condensing unit, likely of similar age. The restrooms are heated by two wall-mounted electric heaters. No heating or cooling is provided to the maintenance shop.

The plumbing systems are adequate for the facilities and no major piping issues were found. Domestic hot water is provided to the office house by a gas-fired water heater replaced in 1995 located in the lunch room. No hot water is provided to the restrooms. No plumbing is provided to the maintenance shop. There was no evidence suggesting any problems with the general plumbing and sewage systems.

The office house is served by a main distribution panel located in the lunch room. Electrical service equipment and systems are anticipated for lifecycle replacement. Electric service to the restrooms and maintenance shop is minimal, only providing lighting to the spaces.

Mausoleum building 1 has a sink only

None of the buildings are protected by a fire alarm nor sprinkler suppression system. Due to their size and purpose, installing such systems is not necessary and the existing smoke detectors are adequate for the spaces.

Site & Amenities

The site consists of the office house, the restroom structure, the maintenance shop/garage, seven mausoleums, site pavement, and the cemetery landscaping/burial grounds. There is also a decommissioned structure that was the previous maintenance shop. It was condemned in 2014. A budgetary cost has been included for the demolition of this structure. Site pavement includes an asphalt parking lot, asphalt streets, and concrete sidewalks. The asphalt parking lot and parts of the streets have severe alligator cracking and potholes. The parking lot sealing and striping is worn and cracked. Multiple sidewalk tripping hazards were observed due to cracked and spalled concrete in/near the Veterans Memorial and in between Mausoleums 2 & 4. The site irrigation system is outdated. The ground/soil at the south drainage point is eroded due to the heavy water flow it experiences and should be repaired. Site furnishings include benches, trash receptacles, and decorative fountains. Site lighting consists of pole lights and building mounted lights in the mausoleums. Site fencing consists of chain link and metal tube fencing. There is a damaged segment of metal tube fencing at the northeast corner of the site due to a fallen tree.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$140,675	$59,663	-	$42,427	$242,765
Roofing	-	$259,431	$1,718	$48,158	$77,557	$386,864
Interiors	-	$11,634	$20,051	-	$22,029	$53,714
Plumbing	-	-	$17,419	$31,819	$29,611	$78,849
HVAC	-	-	$29,271	$3,837	$28,328	$61,436
Fire Protection	-	-	$1,755	-	$2,359	$4,114
Electrical	-	-	$19,901	$16,308	-	$36,209
Fire Alarm & Electronic Systems	-	-	-	$5,940	-	$5,940
Equipment & Furnishings	-	-	$20,344	-	$3,521	$23,865
Special Construction & Demo	$37,440	-	-	-	-	$37,440
Site Development	$11,440	-	$2,287,503	$16,308	$78,951	$2,394,202
Site Utilities	-	-	$10,247	-	$159,449	$169,696
Site Pavement	$40,950	$200,380	-	$387,222	$123,067	$751,619
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$99,600**	**$612,200**	**$2,467,900**	**$509,600**	**$567,300**	**$4,256,600**

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Mt. View Cemetery	1	$9,800
Total	**1**	**$9,800**

Mt. View Cemetery

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2930318	Mt. View Cemetery	Throughout	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
Total (1 items)							**$9,800**

Key Findings

No Key Findings were observed at this time.

Plan Types

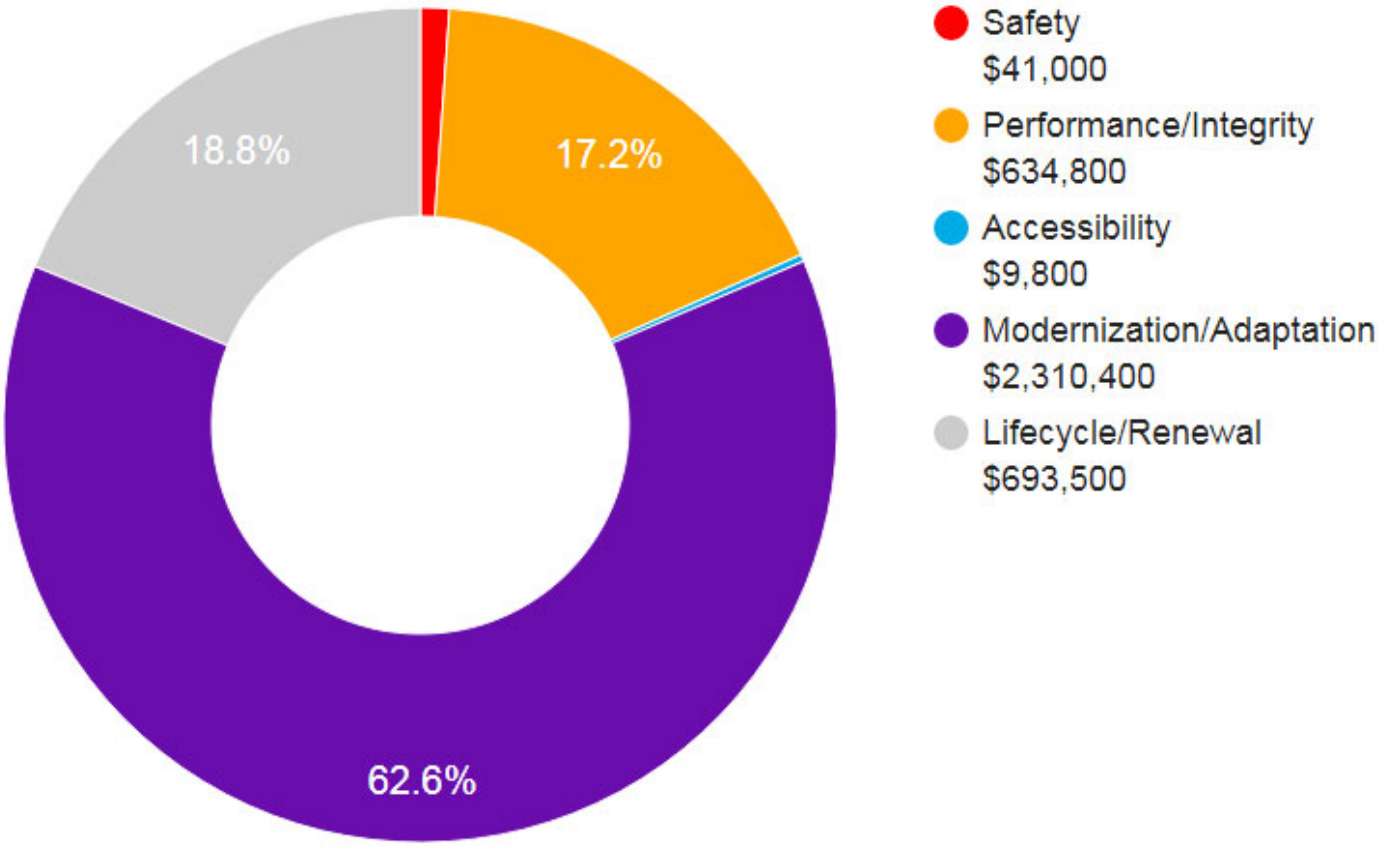
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.

Plan Type Descriptions

Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $3,689,500

2. Office House

Office House: Systems Summary		
Address	500 Hilda Street; Oregon City, Oregon	
Constructed/Renovated	Unknown / 2012, 2014	
Building Size	1,700 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Conventional wood frame structure on concrete slab	Good
Façade	Wood siding with wood and vinyl windows	Fair
Roof	Gable construction with asphalt shingles	Good
Interiors	Walls: Painted gypsum board Floors: Wood strip, VCT, vinyl sheeting Ceilings: Painted gypsum board	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting Gas-fired water heater Toilet and sinks in restroom	Fair
HVAC	Split-system	Fair
Fire Suppression	Fire extinguishers	Fair

Office House: Systems Summary

Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8, CFL	Fair
Fire Alarm	Smoke detectors	Fair
Equipment/Special	None	--
Accessibility	Potential moderate/major issues have been identified at this building and a detailed accessibility study is recommended.	
Key Issues and Findings	Cracked brick chimney, weathered exterior door and weatherstripping/seals, damaged ceiling, worn and faded wood flooring, worn and aged VCT, building lacks exterior lighting.	

System Expenditure Forecast

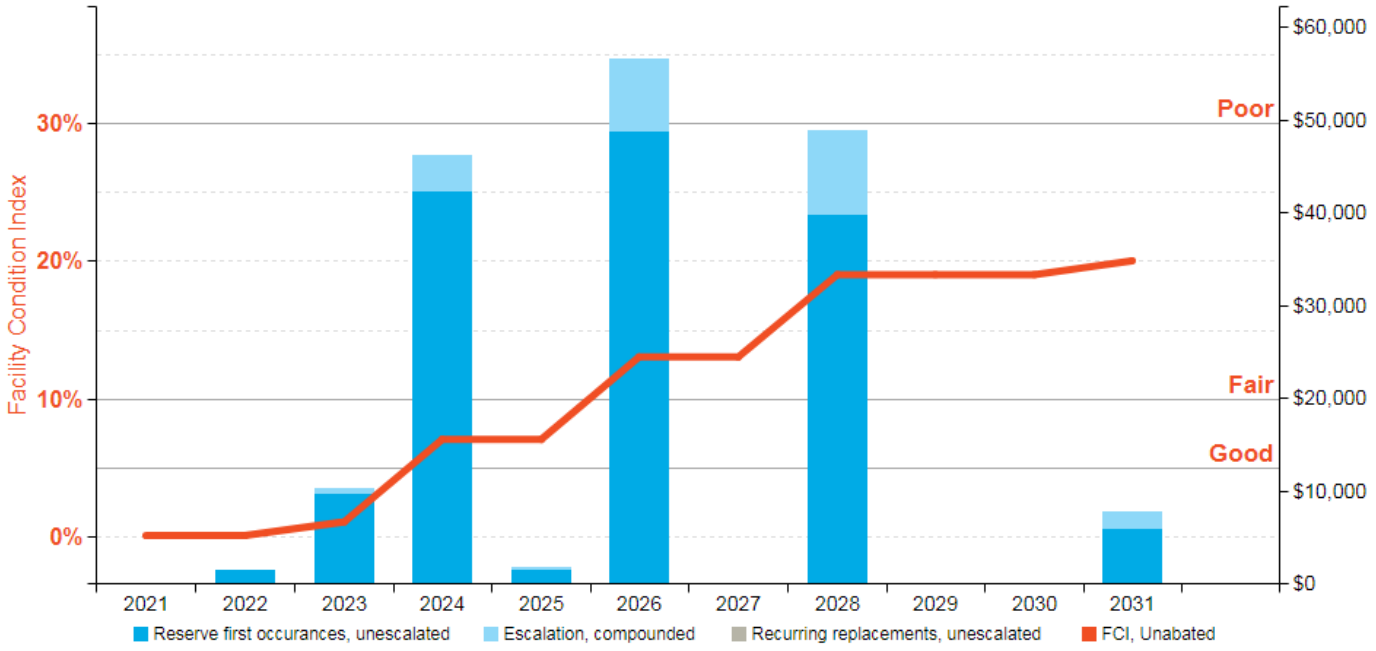
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$1,419	$19,294	-	$39,678	$60,391
Roofing	-	-	-	$2,734	$18,190	$20,924
Interiors	-	$10,450	$17,921	-	$20,438	$48,809
Plumbing	-	-	$5,914	$31,819	$2,877	$40,610
HVAC	-	-	$29,271	-	$28,328	$57,599
Fire Protection	-	-	$1,755	-	$2,359	$4,114
Electrical	-	-	$9,955	$16,308	-	$26,263
Fire Alarm & Electronic Systems	-	-	-	$5,940	-	$5,940
Equipment & Furnishings	-	-	$20,344	-	$3,521	$23,865
Site Utilities	-	-	-	-	$3,756	$3,756
TOTALS	**-**	**$11,900**	**$104,500**	**$56,900**	**$119,200**	**$292,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

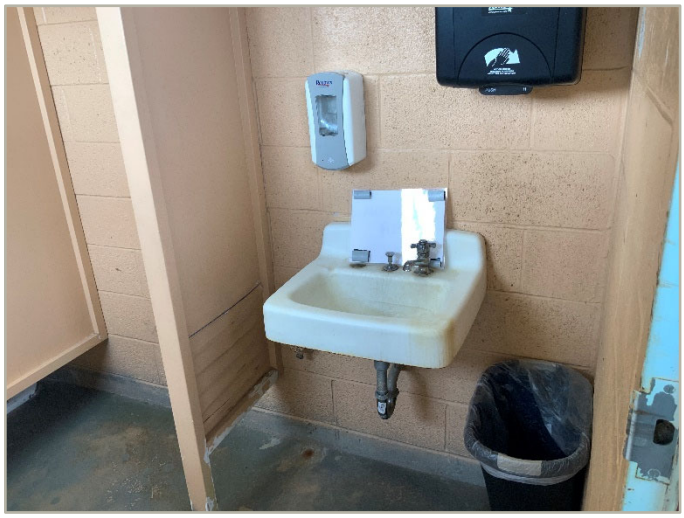
Office House: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Mt. View Cemetery Office House

Replacement Value: $ 880,000; Inflation rate: 3.0%



3. Restrooms



Restrooms: Systems Summary		
Address	500 Hilda Street; Oregon City, Oregon	
Constructed/Renovated	Unknown	
Building Size	230 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roof	Good
Façade	Painted CMU with aluminum windows	Fair
Roof	Flat construction with asphalt compound	Fair
Interiors	Walls: Painted CMU Floors: Painted/coated Ceilings: Painted wood	Poor
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting No hot water Toilets, urinals, and sinks in all restrooms	Fair
HVAC	Supplemental components: Wall-mounted electric heaters	Fair
Fire Suppression	None	--

Restrooms: Systems Summary

Electrical	Source & Distribution: Fed from office house Interior Lighting: T-8	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Potential moderate/major issues have been identified at this building and a detailed accessibility study is recommended.	
Key Issues and Findings	Chipped and peeling interior wall paint, worn and faded interior floor coating	

System Expenditure Forecast

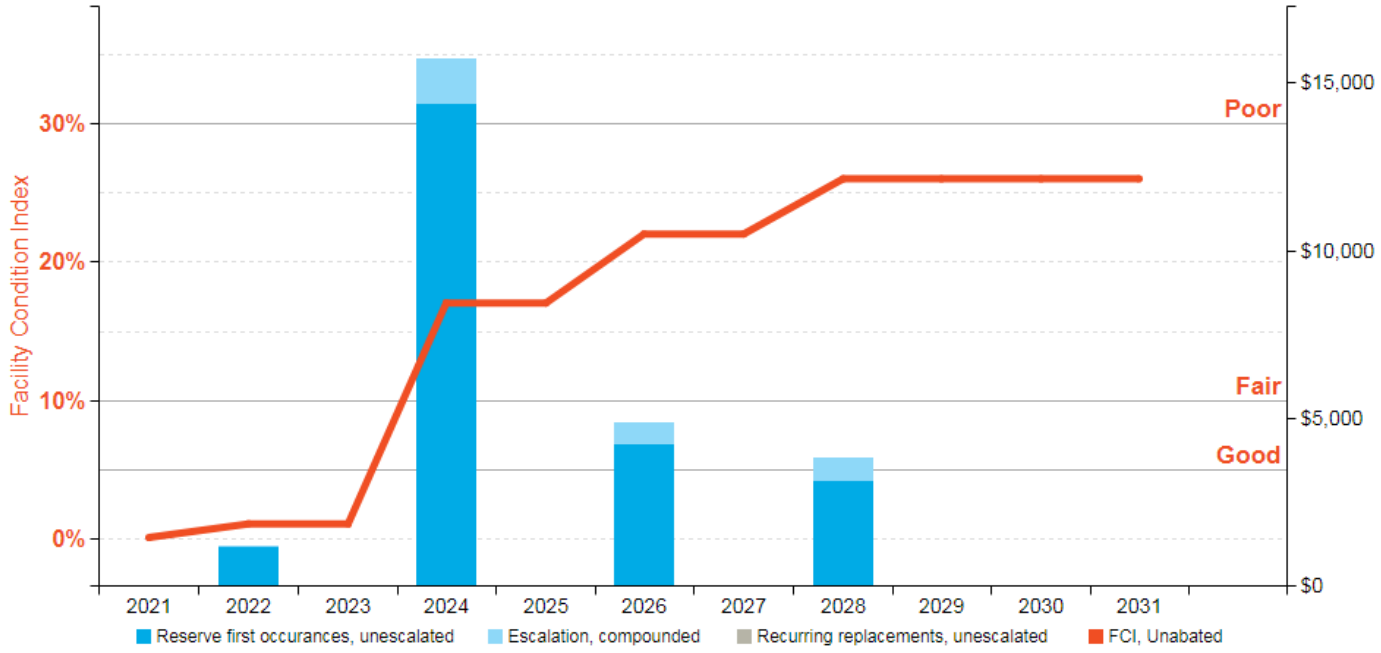
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$5,708	-	$2,749	$8,457
Roofing	-	-	$1,718	-	-	$1,718
Interiors	-	$1,184	$2,130	-	$1,591	$4,905
Plumbing	-	-	$9,801	-	-	$9,801
HVAC	-	-	-	$3,837	-	$3,837
Site Utilities	-	-	$1,205	-	-	$1,205
TOTALS	**-**	**$1,200**	**$20,600**	**$3,900**	**$4,400**	**$30,100**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restrooms: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Mt. View Cemetery Restrooms

Replacement Value: $ 100,000; Inflation rate: 3.0%



4. Maintenance Shop

Maintenance Shop: Systems Summary		
Address	500 Hilda Street; Oregon City, Oregon	
Constructed/Renovated	Unknown	
Building Size	1,100 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Steel frame	Good
Façade	Metal siding with overhead doors	Fair
Roof	Gable construction with metal finish	Fair
Interiors	Walls: Unfinished Floors: Unfinished Ceilings: Unfinished/exposed	--
Elevators	None	--
Plumbing	None	--
HVAC	None	--
Fire Suppression	None	--
Electrical	Source & Distribution: Fed from office house Interior Lighting: T-8	Fair

Maintenance Shop: Systems Summary

Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	NA	
Key Issues and Findings	Dented and damaged segments of exterior metal siding	

System Expenditure Forecast

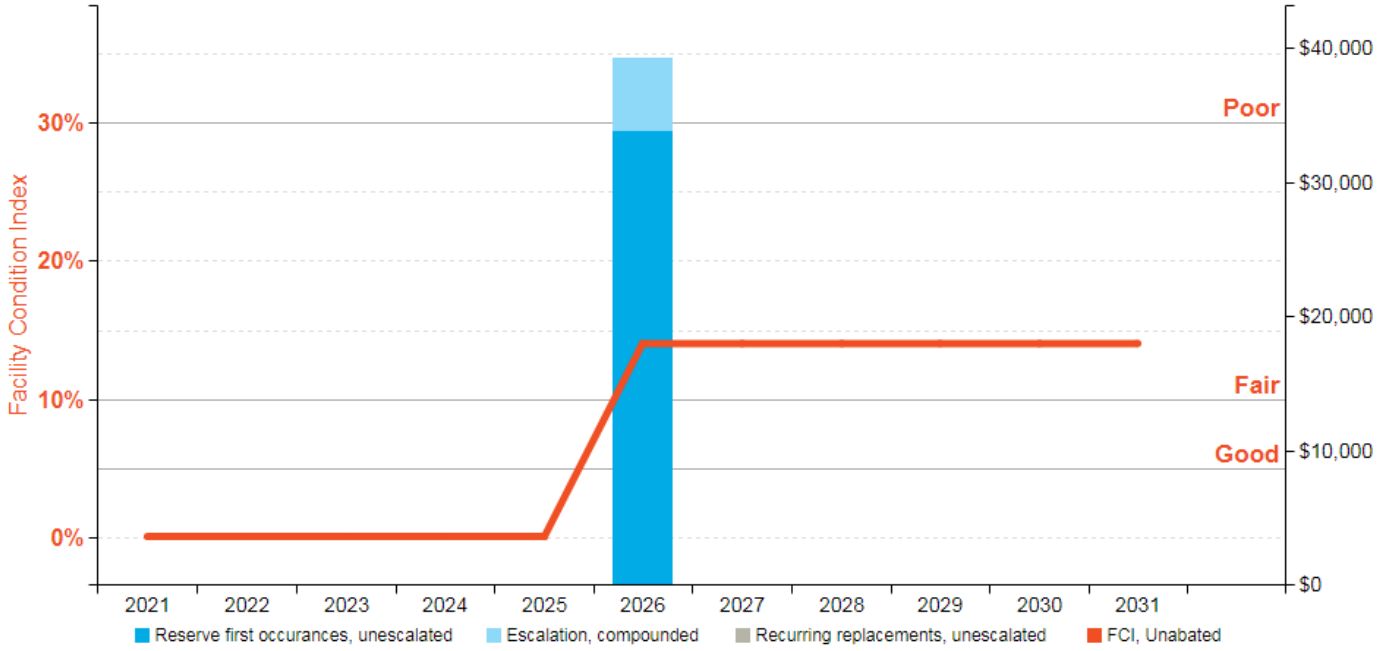
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$29,236	-	-	$29,236
Roofing	-	-	-	-	$34,228	$34,228
Electrical	-	-	$9,946	-	-	$9,946
TOTALS	**-**	**-**	**$39,200**	**-**	**$34,300**	**$73,500**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Maintenance Shop: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Mt. View Cemetery Maintenance Shop

Replacement Value: $ 290,000; Inflation rate: 3.0%



5. Mausoleums

Mausoleums: Systems Summary		
Address	500 Hilda Street; Oregon City, Oregon - (Southern portion of site)	
Constructed/Renovated	Unknown, Various dates	
Building Size	Mausoleums 1-7: 1 - 2.400 SF, 2 – 2,440 SF, 3 – 2,400 SF, 4 – 3,280 SF, 5 – 2,040 SF, 6 – 1,650 SF, 7 - 1,900 - SF	
Number of Stories	One on each building	
System	*Description*	*Condition*
Structure(s)	Concrete supporting walls	Good
Façade(s)	Decorative Concrete, marble panels	Fair
Roof	Flat concrete construction with modified bituminous finish, portions of sloped metal between the connection of mausoleums 6 and 7	Fair
Interiors	Walls: Painted concrete, marble Floors: Concrete Ceilings: Painted concrete	--
Elevators	None	--
Plumbing	Sink in Mausoleum 1	Poor
HVAC	None	--
Fire Suppression	None	--
Electrical	Exterior Lighting: Minimal	Fair

Mausoleums: Systems Summary

Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	NA	
Key Issues and Findings	Cleaning and re-parging of concrete in some areas. Concrete sidewalk tripping hazard observed between mausoleums 2 & 4.	

System Expenditure Forecast

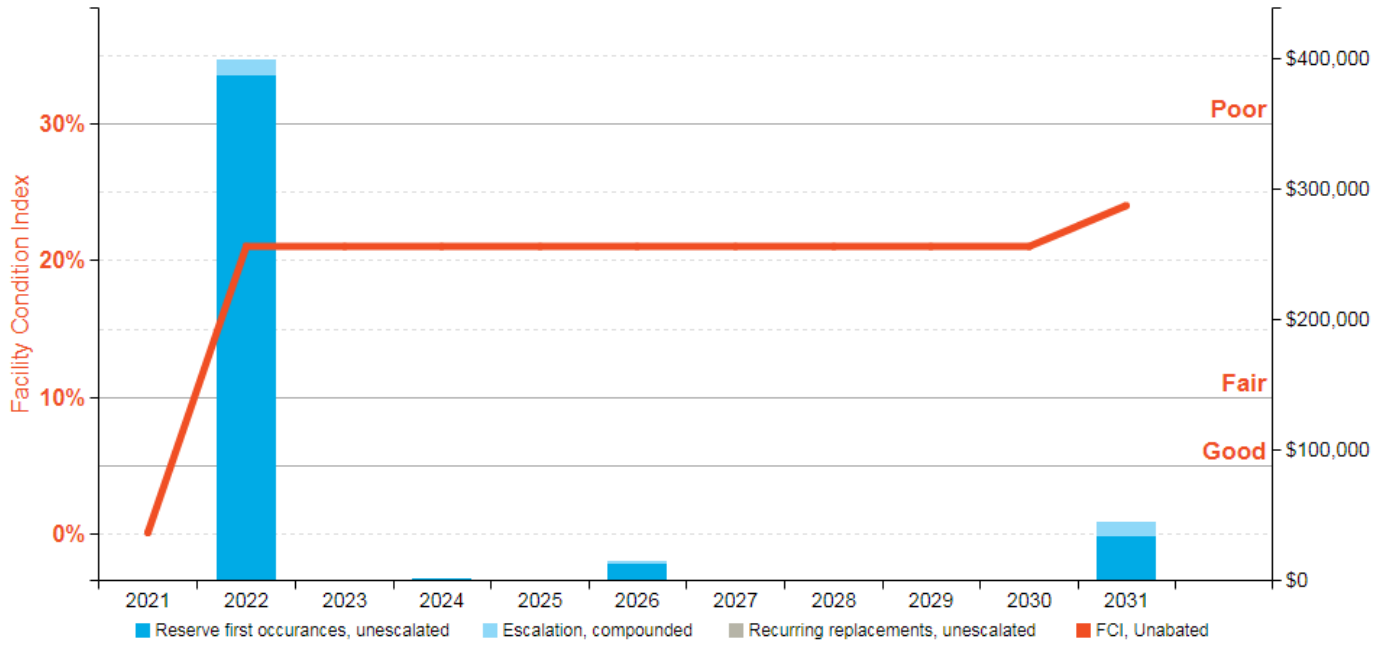
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$139,256	$5,425	-	-	$144,681
Roofing	-	$259,431	-	$45,424	$25,139	$329,994
Plumbing	-	-	$1,704	-	-	$1,704
Site Utilities	-	-	$9,042	-	-	$9,042
TOTALS	**-**	**$398,700**	**$16,200**	**$45,500**	**$25,200**	**$485,600**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Mausoleums: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Mt. View Cemetery Mausoleums

Replacement Value: $ 1,940,000; Inflation rate: 3.0%



6. General Site Summary

General Site Information	
Landscaping and Topography	Heavy landscaping features Irrigation present Low to moderate site slopes throughout, Severe site slopes along southwest boundary
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with traffic markings
Pedestrian paving and Trails	Concrete sidewalks/walkways
On-Site Amenities	Chain link fencing, metal tube fencing, benches, trash receptacles, decorative fountains
Ancillary Buildings	Mausoleums, decommissioned shop building
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Severe alligator cracking and potholes, significant sidewalk trip hazards, outdated irrigation system, soil erosion, damaged metal tube fencing. Around Mausoleum buildings - Cracked concrete stairs, some areas of concrete sidewalk also need to be repaired/replaced due to cracking,

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Plumbing	-	-	-	-	$26,734	$26,734
Special Construction & Demo	$37,440	-	-	-	-	$37,440
Site Development	$11,440	-	$2,287,503	$16,308	$78,951	$2,394,202
Site Utilities	-	-	-	-	$155,693	$155,693
Site Pavement	$40,950	$200,380	-	$387,222	$123,067	$751,619
TOTALS	**$89,900**	**$200,400**	**$2,287,600**	**$403,600**	**$384,500**	**$3,366,000**

7. Property Space Use and Observed Areas

Areas Observed

Most of the cemetery areas were observed in order to gain a clear understanding of the condition of the cemetery and related amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

Areas of note that were either inaccessible or not observed for other reasons are listed here:

- Northeast section, closed off due to storm debris

8. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The cemetery was first developed in 1854 with additional buildings and amenities added over time. No widespread accessibility renovations have occurred.

Complaints about accessibility issues have been sporadically received by property management at the restroom facility although no prior or pending litigation was reported.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

9. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

10. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

11. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Mt. View Cemetery, 500 Hilda Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

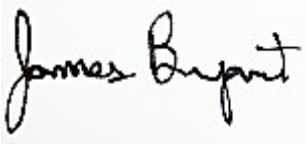
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Jonathan Levine,
Project Manager

Reviewed by:



James Bryant,
Technical Report Reviewer for
Jim Cave,
Program Manager
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1	MT. VIEW CEMETERY

2	OFFICE HOUSE FRONT ELEVATION

3	OFFICE HOUSE LEFT ELEVATION

4	OFFICE HOUSE REAR ELEVATION

5	OFFICE HOUSE RIGHT ELEVATION

6	RESTROOMS

7	MAINTENANCE SHOP

8	DECOMMISSIONED SHOP BUILDING

9	PAINTED WOOD SIDING AND WOOD WINDOW FAÇADE

10	CRACKED EXTERIOR BRICKS

11	VINYL WINDOWS

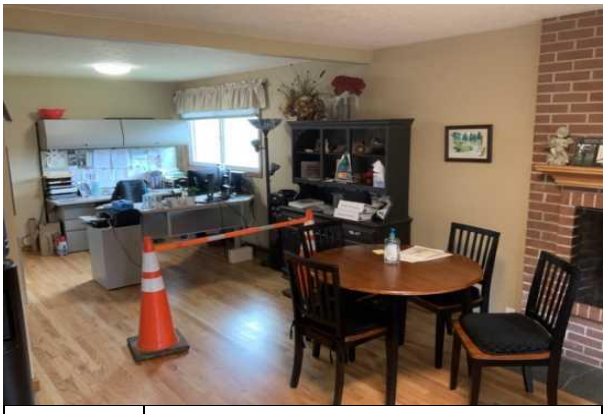
12	ALUMINUM WINDOW

13	EXTERIOR WOOD DOOR

14	WEATHERED EXTERIOR METAL DOOR

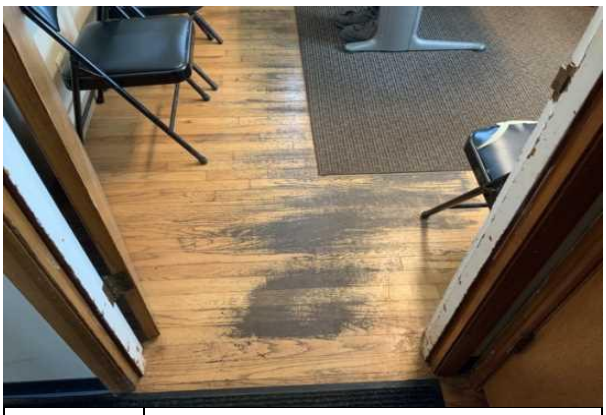
15	ASPHALT SHINGLE ROOFING

16	GUTTERS & DOWNSPOUTS



17	OFFICE HOUSE

18	SHOP



19	WORN OFFICE WOOD FLOORING

20	AGED VCT FLOORING

21	DAMAGED CEILING

22	WORN AND FADED RESTROOM FLOOR PAINT/COATING

23	CHIPPED AND PEELING INTERIOR WALL PAINT

24	GAS WATER HEATER

25	FURNACE

26	CONDENSING UNIT

27	ELECTRIC HEATER

28	FIRE EXTINGUISHER

29	MAIN DISTRIBUTION PANEL

30	INTERIOR LIGHTING

31	CCTV SYSTEM

32	PARKING LOT

33	ASPHALT PAVEMENT ALLIGATOR CRACKING

34	CONCRETE SIDEWALK TRIPPING HAZARDS

35	SITE OVERVIEW

36	MAUSOLEUM

37	SITE FOUNTAIN

38	SITE CHAIN LINK FENCING

39	DAMAGED SITE METAL TUBE FENCING

40	MOTORIZED SLIDING VEHICLE GATE

41	SITE BENCH

42	SITE TRASH RECEPTACLE

43	IRRIGATION SYSTEM

44	SOIL EROSION AT SOUTH DRAINAGE POINT

45	EXTERIOR BUILDING MOUNTED LIGHT FIXTURE

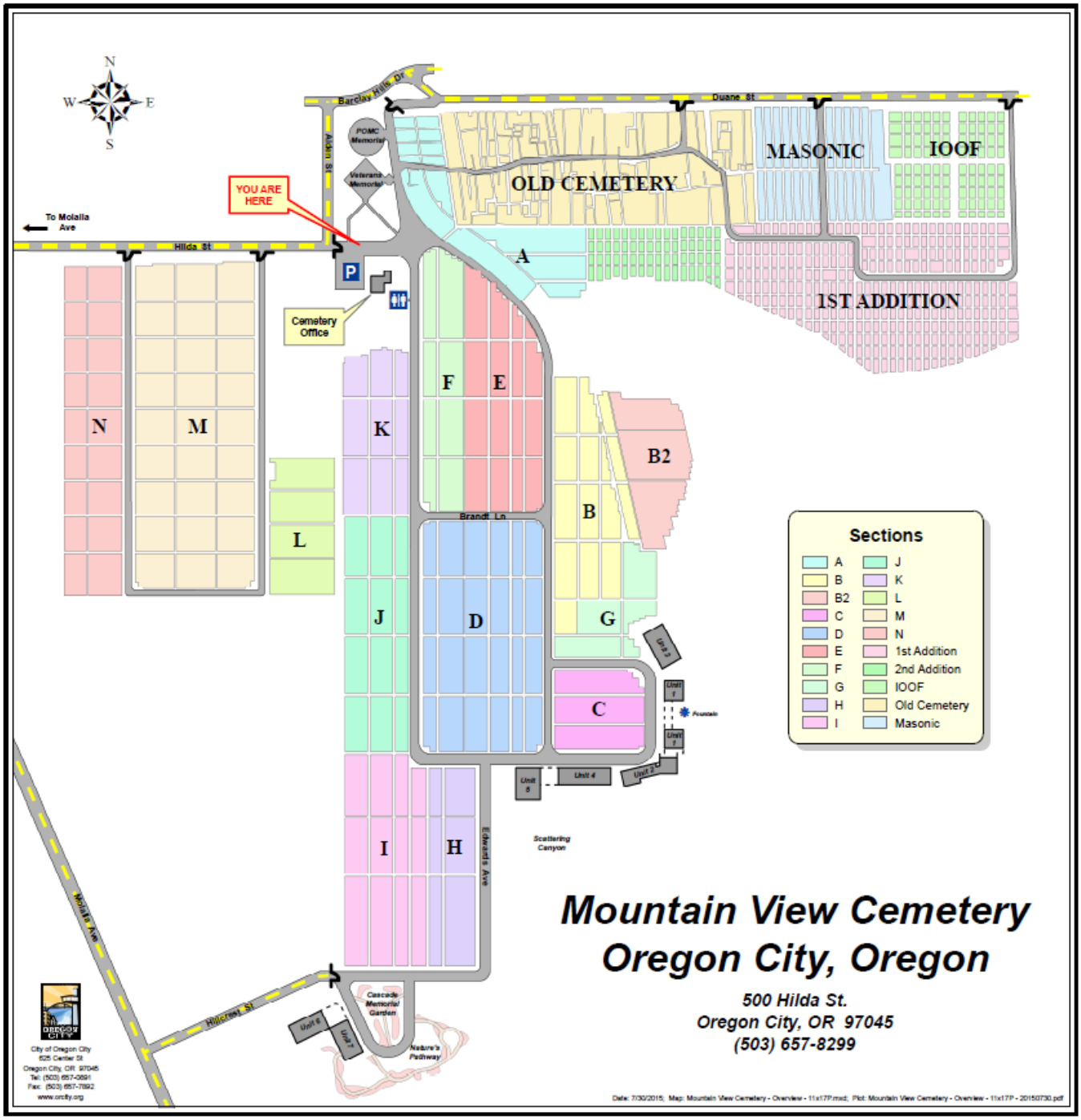
46	SITE POLE LIGHT

Aerial Site Plan

Project Number	Project Name
148392.21R000-009.017	Mt. View Cemetery Oregon City
Source	**On-Site Date**
Google Earth	March 08, 2021

N

Site Plan



Project Number	Project Name
148392.21R000-009.017	Mt. View Cemetery Oregon City
Source	**On-Site Date**
City of Oregon City	March 08, 2021

Site Plan

Project Number	Project Name
148392.21R000-009.017	Mt. View Cemetery, Mausoleums Oregon City
Source	**On-Site Date**
City of Oregon City	March 08, 2021

N

BUREAU VERITAS FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Mt. View Cemetery

Name of person completing form: Jonathan Waverly

Title / Association with property: Parks + Cemetery Maintenance Manager

Length of time associated w/ property: 11 years

Date Completed: 3-8-2021

Phone Number: 503-519-0377

Method of Completion: Choose an item.

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	DATA OVERVIEW	RESPONSE		
1	Year/s constructed / renovated	Structural 2014, Remodel 2012		
2	Building size in SF	Multiple		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade		Due
		Roof	2020	Leaked
		Interiors		Paint budgeted
		HVAC		
		Electrical		
		Site Pavement		Patches annually
		Accessibility		

	QUESTION	RESPONSE
4	List other significant capital improvements (focus on recent years; provide approximate date).	New shops
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	Veterans Memorial Mausoleum Roofs Parents of Murdered Children
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	ADA, Drafty, Condemed

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		✓			
8	Are there any wall, window, basement or roof leaks?		✓			Not currently but there was Gutters
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?	✓				Kitchen area
10	Are your elevators unreliable, with frequent service calls?		✓			
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?	✓				Unknown, PW/Leak detection Old pipe
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?		✓			
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?	✓				Cold air Weather strip - Front door
14	Is the electrical service outdated, undersized, or otherwise problematic?		✓			
15	Are there any problems or inadequacies with exterior lighting?	✓				Age
16	Is site/parking drainage inadequate, with excessive ponding or other problems?	✓				Cracks, potholes
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?			✓		Mausoleums Pioneer Section
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.		✓			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?				✓	
20	ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?		✓			Outside restroom

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Mt. View Cemetery

BV Project Number: 148392.21R000-009.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.		X		
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.		X		
3	Has building ownership/management reported any ADA complaints or litigation?	X			Outside restrooms

Site: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Campus Parking			Parking lot	
General Exterior Route		Mausoleum 2		
Site Restrooms		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Site Accessibility: Photographic Overview

1 - ACCESSIBLE PARKING STALL

2 – MISSING ADJACENT AISLE STRIPING

3 – EXTERIOR RAMP MISSING RAILINGS

4 - CURB CUT

Office House: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route				☒
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms		NA		
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Office House: Photographic Overview

1 – EXTERIOR PATH OF TRAVEL TO BUILDING ENTRANCE

2 – BUILDING ENTRANCE

3 – ENTRANCE DOOR HARDWARE

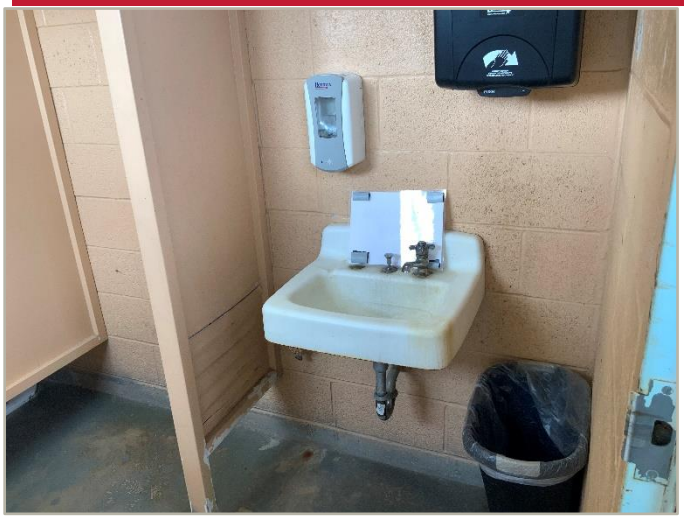
4 – INTERIOR PATH OF TRAVEL

Restrooms: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Dedicated Parking		NA		
Exterior Route				☒
Building Entrances		Restrooms		
Interior Route		NA		
Elevators		NA		
Public Restrooms	Restrooms			
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Restrooms: Photographic Overview



1 – RESTROOM SINK

2 – RESTROOM STALL

3 – EXTERIOR PATH OF TRAVEL TO BUILDING ENTRANCE

4 – BUILDING ENTRANCE

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations - Maneuvering door clearance areas with excessive slopes	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

Component Condition Report | Mt. View Cemetery / Maintenance Shop

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Fair	Exterior Walls, Aluminum Siding, 1-2 Story Building	1,400 SF	5	2922688
B2050	Building exterior	Fair	Overhead/Dock Door, Steel, 12'x12' (144 SF)	3	5	2922687
Roofing						
B3010	Roof	Fair	Roofing, Metal	1,300 SF	15	2922690
Electrical						
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	1,100 SF	5	2922689

Component Condition Report | Mt. View Cemetery / Mausoleums

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Throughout exteriors in various locations	Poor	Exterior Walls, Stucco, 1-2 Story Building, Replace Stucco Coating over concrete	5,200 SF	1	2973402
B2050	Mausoleums	Fair	Exterior Door, Steel, Standard	6	5	2922647
Roofing						
B3010	Mausoleums 6 & 7	Fair	Roofing, Modified Bitumen	2,600 SF	10	2925671
B3010	Mausoleums 6 & 7	Fair	Roofing, Metal	900 SF	17	2922645
B3010	Mausoleums 1-5	Poor	Roofing, Modified Bitumen	15,500 SF	1	2922674
Plumbing						
D2010	Mausoleum 1	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	3	2922656
Sitework						
G4050	Mausoleums	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	15	5	2922611

Component Condition Report | Mt. View Cemetery / Office House

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
B2010	Building exterior	Fair	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building	1,400 SF	15	2922638
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	1,400 SF	5	2922625
B2010	Building exterior	Poor	Exterior Walls, Brick, 1-2 Story Building	20 SF	1	2922666
B2020	Building exterior	Fair	Window, Wood, up to 15 SF	6	3	2922626
B2020	Building exterior	Good	Window, Vinyl-Clad Double-Glazed, up to 15 SF	6	23	2929997
B2020	Building exterior	Fair	Window, Wood, 16-25 SF	1	3	2922665
B2020	Building exterior	Good	Window, Vinyl-Clad Double-Glazed, 28-40 SF	2	23	2922657
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core Decorative High-End w/ Glazing	1	3	2922619
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	2	20	2922617
B2050	Building exterior	Fair	Exterior Door, Wood, Solid-Core	1	5	2922648
Roofing						
B3010	Roof	Good	Roofing, Asphalt Shingle, 20-Year Standard	2,100 SF	19	2922671
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	190 LF	7	2922620
Interiors						
C1030	Throughout building	Fair	Interior Door, Wood, Hollow-Core Residential	9	3	2922643
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	3,400 SF	5	2922669
C2030	Lunch room	Poor	Flooring, Vinyl Tile (VCT)	300 SF	2	2922621
C2030	Throughout building	Poor	Flooring, Wood, Strip	400 SF	2	2922642
C2030	Throughout building	Good	Flooring, Wood, Strip	900 SF	23	2922613
C2050	Lunch room	Poor	Ceiling Finishes, Gypsum Board/Plaster	10 SF	1	2922654
C2050	Throughout building	Fair	Ceiling Finishes, any flat surface, Prep & Paint	1,700 SF	5	2922653
Plumbing						
D2010	Lunch room	Fair	Water Heater, Gas, Residential [No tag/plate found]	1	3	2922629
D2010	Kitchen	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	1	10	2922618
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	1,700 SF	7	2922644

Component Condition Report | Mt. View Cemetery / Office House

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D2010	Lunch room	Fair	Shower, Fiberglass	1	5	2922622
D2010	Office restroom	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	1	5	2922614
HVAC						
D3020	Lunch room	Fair	Furnace, Gas [No tag/plate found]	1	3	2922633
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump [No tag/plate found]	1	3	2922640
D3050	Throughout building	Fair	HVAC System, Ductwork, Low Density	1,700 SF	5	2922652
Fire Protection						
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	4	4	2922661
Electrical						
D5020	Lunch room	Fair	Distribution Panel, 120/240 V	1	3	2922651
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	1,700 SF	5	2922634
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	1,700 SF	7	2922650
Fire Alarm & Electronic Systems						
D7030	Building exterior	Good	Security/Surveillance System, Full System Upgrade, Average Density	1,700 SF	10	2922623
Equipment & Furnishings						
E2010	Throughout building	Fair	Casework, Countertop, Plastic Laminate	30 LF	5	2922635
E2010	Throughout building	Fair	Casework, Cabinetry, Hardwood Standard	40 LF	5	2922668
Sitework						
G4050	Building exterior	NA	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	4	20	2922667

Component Condition Report | Mt. View Cemetery / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	480 SF	3	2922677
B2020	Building exterior	Fair	Window, Aluminum Double-Glazed, up to 15 SF	2	5	2922680
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	2	3	2922686

Component Condition Report | Mt. View Cemetery / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Roofing						
B3010	Roof	Fair	Roofing, Asphalt Compound, 20-Year Standard	300 SF	5	2922682
Interiors						
C1090	Restrooms	Fair	Toilet Partitions, Wood	3	3	2922681
C2010	Restrooms	Poor	Wall Finishes, any surface, Prep & Paint	360 SF	1	2922675
C2030	Restrooms	Poor	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	230 SF	1	2922676
Plumbing						
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	3	3	2922683
D2010	Restrooms	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	2	3	2922684
HVAC						
D3020	Restrooms	Fair	Unit Heater, Electric	2	7	2922685
Sitework						
G4050	Restrooms	Fair	Fixture w/ Lamp, any type, w/ LED Replacement	2	5	2922679

Component Condition Report | Mt. View Cemetery / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Plumbing						
D2010	Site	Fair	Backflow Preventer, Domestic Water	2	15	2922662
Special Construction & Demo						
F3010	Site	NA	Demolition & Disposal, any Structure/Building, Budgetary (per SF), Demolition & Disposal	1,200 SF	0	2922691
Pedestrian Plazas & Walkways						
G2020	Site	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	16,000 SF	1	2922660
G2020	Site	Poor	Parking Lots, Pavement, Asphalt, Mill & Overlay	35,900 SF	1	2922612
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	67,200 SF	7	2922615
G2030	Mausoleums between buildings	Failed	Sidewalk, Concrete, Large Areas	3,500 SF	0	2973800
G2030	Throughout Site	Fair	Sidewalk, Concrete, Large Areas	4,500 SF	20	2922649

Component Condition Report | Mt. View Cemetery / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity		RUL	ID
G2030	At Mausoleums	Poor	Site Stairs & Ramps, Steps, Concrete (per LF of nosing)	400	LF	1	2973801
Sitework							
G2060	Main gate	Fair	Fences & Gates, Vehicle Gate, Chain Link Sliding Electric	2		4	2922637
G2060	Site	Fair	Fences & Gates, Fence, Chain Link 6'	2,500	LF	25	2922663
G2060	Site	Fair	Decorative Fountains, Circulation Pump [Inaccessible]	2		7	2922672
G2060	Site	Fair	Trash Receptacle, Heavy-Duty Fixed Concrete	20		15	2922624
G2060	Site	Poor	Fences & Gates, Fence, Metal Tube 6'	20	LF	0	2922659
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	20		12	2922628
G2060	Site	Fair	Fences & Gates, Fence, Metal Tube 6'	1,500	LF	25	2922627
G2080	Site	Poor	Landscaping, Ground Cover, Repair	2,000	SF	0	2922641
G2080	Site	Fair	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	1,600,000	SF	3	2922670
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20		12	2922632

Component Condition Report | Mt. View Cemetery

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Accessibility						
Y1090	Throughout	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2930318

Replacement Reserves Report

7/10/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Mt. View Cemetery	$9,750	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$9,750**
Mt. View Cemetery / Maintenance Shop	$0	$0	$0	$0	$0	$39,183	$0	$0	$0	$0	$0	$0	$0	$0	$0	$34,229	$0	$0	$0	$0	$0	**$73,412**
Mt. View Cemetery / Mausoleums	$0	$398,687	$0	$1,705	$0	$14,468	$0	$0	$0	$0	$45,424	$0	$0	$0	$0	$0	$0	$25,140	$0	$0	$0	**$485,424**
Mt. View Cemetery / Office House	$0	$1,526	$10,344	$46,168	$1,756	$56,544	$0	$48,940	$0	$0	$7,862	$0	$0	$0	$2,360	$54,077	$0	$3,223	$31,206	$18,191	$10,096	**$292,292**
Mt. View Cemetery / Restrooms	$0	$1,185	$0	$15,683	$0	$4,883	$0	$3,837	$0	$0	$0	$1,593	$0	$2,749	$0	$0	$0	$0	$0	$0	$0	**$29,930**
Mt. View Cemetery / Site	$89,830	$200,381	$0	$2,272,872	$14,632	$0	$11,176	$392,354	$0	$0	$0	$12,956	$177,935	$0	$0	$83,445	$15,020	$0	$0	$0	$95,092	**$3,365,694**
Grand Total	**$99,580**	**$601,780**	**$10,344**	**$2,336,427**	**$16,387**	**$115,078**	**$11,176**	**$445,132**	**$0**	**$0**	**$53,286**	**$14,549**	**$177,935**	**$2,749**	**$2,360**	**$171,750**	**$15,020**	**$28,363**	**$31,206**	**$18,191**	**$105,188**	**$4,256,501**

Mt. View Cemetery

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
Y1090	2930318	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$9,750**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$9,750**
Totals, Escalated (3.0% inflation, compounded annually)										**$9,750**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$9,750**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Maintenance Shop

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2922688	Exterior Walls, Aluminum Siding, 1-2 Story Building, Replace	40	35	5	1400	SF	$9.10	$12,740						$12,740																**$12,740**
B2050	2922687	Overhead/Dock Door, Steel, 12'x12' (144 SF), Replace	30	25	5	3	EA	$4,160.00	$12,480						$12,480																**$12,480**
B3010	2922690	Roofing, Metal, Replace	40	25	15	1300	SF	$16.90	$21,970																$21,970						**$21,970**
D5040	2922689	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	20	15	5	1100	SF	$7.80	$8,580						$8,580																**$8,580**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$33,800**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$21,970**	**$0**	**$0**	**$0**	**$0**	**$0**	**$55,770**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$39,183**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$34,229**	**$0**	**$0**	**$0**	**$0**	**$0**	**$73,412**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Mausoleums

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2973402	Exterior Walls, Stucco, 1-2 Story Building, Replace Stucco Coating over concrete	50	49	1	5200	SF	$26.00	$135,200		$135,200																				**$135,200**
B2050	2922647	Exterior Door, Steel, Standard, Replace	40	35	5	6	EA	$780.00	$4,680						$4,680																**$4,680**
B3010	2922645	Roofing, Metal, Replace	40	23	17	900	SF	$16.90	$15,210																		$15,210				**$15,210**
B3010	2922674	Roofing, Modified Bitumen, Replace	20	19	1	15500	SF	$16.25	$251,875		$251,875																				**$251,875**
B3010	2925671	Roofing, Modified Bitumen, Replace	20	10	10	2600	SF	$13.00	$33,800											$33,800											**$33,800**
D2010	2922656	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	27	3	1	EA	$1,560.00	$1,560				$1,560																		**$1,560**
G4050	2922611	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	15	5	15	EA	$520.00	$7,800						$7,800																**$7,800**
Totals, Unescalated										**$0**	**$387,075**	**$0**	**$1,560**	**$0**	**$12,480**	**$0**	**$0**	**$0**	**$0**	**$33,800**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$15,210**	**$0**	**$0**	**$0**	**$450,125**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$398,687**	**$0**	**$1,705**	**$0**	**$14,468**	**$0**	**$0**	**$0**	**$0**	**$45,424**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$25,140**	**$0**	**$0**	**$0**	**$485,424**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Office House

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2922625	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	5	5	1400	SF	$3.90	$5,460						$5,460										$5,460						**$10,920**
B2010	2922638	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building, Replace	30	15	15	1400	SF	$13.00	$18,200																$18,200						**$18,200**
B2010	2922666	Exterior Walls, Brick, 1-2 Story Building, Replace	50	49	1	20	SF	$68.90	$1,378		$1,378																				**$1,378**
B2020	2922626	Window, Wood, up to 15 SF, Replace	30	27	3	6	EA	$1,040.00	$6,240				$6,240																		**$6,240**
B2020	2922665	Window, Wood, 16-25 SF, Replace	30	27	3	1	EA	$1,560.00	$1,560				$1,560																		**$1,560**
B2050	2922619	Exterior Door, Wood, Solid-Core Decorative High-End w/ Glazing, Replace	25	22	3	1	EA	$2,730.00	$2,730				$2,730																		**$2,730**
B2050	2922648	Exterior Door, Wood, Solid-Core, Replace	25	20	5	1	EA	$1,260.00	$1,260						$1,260																**$1,260**
B2050	2922617	Exterior Door, Steel, Standard, Replace	40	20	20	2	EA	$780.00	$1,560																					$1,560	**$1,560**
B3010	2922671	Roofing, Asphalt Shingle, 20-Year Standard, Replace	20	1	19	2100	SF	$4.94	$10,374																				$10,374		**$10,374**
B3020	2922620	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	13	7	190	LF	$11.70	$2,223								$2,223														**$2,223**
C1030	2922643	Interior Door, Wood, Hollow-Core Residential, Replace	20	17	3	9	EA	$520.00	$4,680				$4,680																		**$4,680**
C2010	2922669	Wall Finishes, any surface, Prep & Paint	10	5	5	3400	SF	$1.95	$6,630						$6,630										$6,630						**$13,260**
C2030	2922642	Flooring, Wood, Strip, Replace	30	28	2	400	SF	$19.50	$7,800			$7,800																			**$7,800**
C2030	2922621	Flooring, Vinyl Tile (VCT), Replace	15	13	2	300	SF	$6.50	$1,950			$1,950															$1,950				**$3,900**
C2050	2922654	Ceiling Finishes, Gypsum Board/Plaster, Replace	50	49	1	10	SF	$10.40	$104		$104																				**$104**
C2050	2922653	Ceiling Finishes, any flat surface, Prep & Paint	10	5	5	1700	SF	$2.60	$4,420						$4,420										$4,420						**$8,840**
D2010	2922629	Water Heater, Gas, Residential, Replace	15	12	3	1	EA	$1,690.00	$1,690				$1,690															$1,690			**$3,380**
D2010	2922644	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	40	33	7	1700	SF	$14.30	$24,310								$24,310														**$24,310**
D2010	2922622	Shower, Fiberglass, Replace	20	15	5	1	EA	$2,080.00	$2,080						$2,080																**$2,080**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2922614	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace	30	25	5	1	EA	$1,430.00	$1,430						$1,430																**$1,430**
D2010	2922618	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace	30	20	10	1	EA	$1,430.00	$1,430											$1,430											**$1,430**
D3020	2922633	Furnace, Gas, Replace	20	17	3	1	EA	$5,460.00	$5,460				$5,460																		**$5,460**
D3030	2922640	Split System, Condensing Unit/Heat Pump, Replace	15	12	3	1	EA	$16,640.00	$16,640				$16,640															$16,640			**$33,280**
D3050	2922652	HVAC System, Ductwork, Low Density, Replace	30	25	5	1700	SF	$2.60	$4,420						$4,420																**$4,420**
D4030	2922661	Fire Extinguisher, Wet Chemical/CO2, Replace	10	6	4	4	EA	$390.00	$1,560					$1,560										$1,560							**$3,120**
D5020	2922651	Distribution Panel, 120/240 V, Replace	30	27	3	1	EA	$3,250.00	$3,250				$3,250																		**$3,250**
D5030	2922634	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	40	35	5	1700	SF	$3.25	$5,525						$5,525																**$5,525**
D5040	2922650	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	20	13	7	1700	SF	$7.80	$13,260								$13,260														**$13,260**
D7030	2922623	Security/Surveillance System, Full System Upgrade, Average Density, Replace	15	5	10	1700	SF	$2.60	$4,420											$4,420											**$4,420**
E2010	2922635	Casework, Countertop, Plastic Laminate, Replace	15	10	5	30	LF	$65.00	$1,950						$1,950															$1,950	**$3,900**
E2010	2922668	Casework, Cabinetry, Hardwood Standard, Replace	20	15	5	40	LF	$390.00	$15,600						$15,600																**$15,600**
G4050	2922667	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	0	20	4	EA	$520.00	$2,080																					$2,080	**$2,080**
Totals, Unescalated										**$0**	**$1,482**	**$9,750**	**$42,250**	**$1,560**	**$48,775**	**$0**	**$39,793**	**$0**	**$0**	**$5,850**	**$0**	**$0**	**$0**	**$1,560**	**$34,710**	**$0**	**$1,950**	**$18,330**	**$10,374**	**$5,590**	**$221,974**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$1,526**	**$10,344**	**$46,168**	**$1,756**	**$56,544**	**$0**	**$48,940**	**$0**	**$0**	**$7,862**	**$0**	**$0**	**$0**	**$2,360**	**$54,077**	**$0**	**$3,223**	**$31,206**	**$18,191**	**$10,096**	**$292,292**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Restrooms

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2922677	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	7	3	480	SF	$3.90	$1,872				$1,872										$1,872								**$3,744**
B2020	2922680	Window, Aluminum Double-Glazed, up to 15 SF, Replace	30	25	5	2	EA	$845.00	$1,690						$1,690																**$1,690**
B2050	2922686	Exterior Door, Steel, Standard, Replace	40	37	3	2	EA	$780.00	$1,560				$1,560																		**$1,560**
B3010	2922682	Roofing, Asphalt Compound, 20-Year Standard, Replace	20	15	5	300	SF	$4.94	$1,482						$1,482																**$1,482**
C1090	2922681	Toilet Partitions, Wood, Replace	20	17	3	3	EA	$650.00	$1,950				$1,950																		**$1,950**
C2010	2922675	Wall Finishes, any surface, Prep & Paint	10	9	1	360	SF	$1.95	$702		$702										$702										**$1,404**
C2030	2922676	Flooring, any surface, w/ Paint or Sealant, Prep & Paint	10	9	1	230	SF	$1.95	$449		$449										$449										**$897**
D2010	2922683	Toilet, Commercial Water Closet, Replace	30	27	3	3	EA	$1,690.00	$5,070				$5,070																		**$5,070**
D2010	2922684	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	30	27	3	2	EA	$1,950.00	$3,900				$3,900																		**$3,900**
D3020	2922685	Unit Heater, Electric, Replace	20	13	7	2	EA	$1,560.00	$3,120								$3,120														**$3,120**
G4050	2922679	Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	15	5	2	EA	$520.00	$1,040						$1,040																**$1,040**
Totals, Unescalated										**$0**	**$1,151**	**$0**	**$14,352**	**$0**	**$4,212**	**$0**	**$3,120**	**$0**	**$0**	**$0**	**$1,151**	**$0**	**$1,872**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$25,857**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$1,185**	**$0**	**$15,683**	**$0**	**$4,883**	**$0**	**$3,837**	**$0**	**$0**	**$0**	**$1,593**	**$0**	**$2,749**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$29,930**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Mt. View Cemetery / Site

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D2010	2922662	Backflow Preventer, Domestic Water, Replace	30	15	15	2	EA	$8,580.00	$17,160																$17,160						**$17,160**
F3010	2922691	Demolition & Disposal, any Structure/Building, Budgetary (per SF), Demolition & Disposal	0	0	0	1200	SF	$31.20	$37,440	$37,440																					**$37,440**
G2020	2922660	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	4	1	16000	SF	$0.59	$9,360		$9,360						$9,360					$9,360					$9,360					**$37,440**
G2020	2922612	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	24	1	35900	SF	$4.55	$163,345		$163,345																				**$163,345**
G2020	2922615	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	18	7	67200	SF	$4.55	$305,760									$305,760													**$305,760**
G2030	2973800	Sidewalk, Concrete, Large Areas, Replace	50	50	0	3500	SF	$11.70	$40,950	$40,950																					**$40,950**
G2030	2922649	Sidewalk, Concrete, Large Areas, Replace	50	30	20	4500	SF	$11.70	$52,650																					$52,650	**$52,650**
G2030	2973801	Site Stairs & Ramps, Steps, Concrete (per LF of nosing), Replace	50	49	1	400	LF	$54.60	$21,840		$21,840																				**$21,840**
G2060	2922672	Decorative Fountains, Circulation Pump, Replace	15	8	7	2	EA	$6,630.00	$13,260									$13,260													**$13,260**
G2060	2922659	Fences & Gates, Fence, Metal Tube 6', Replace	40	40	0	20	LF	$52.00	$1,040	$1,040																					**$1,040**
G2060	2922637	Fences & Gates, Vehicle Gate, Chain Link Sliding Electric, Replace	20	16	4	2	EA	$6,500.00	$13,000					$13,000																	**$13,000**
G2060	2922628	Park Bench, Wood/Composite/Fiberglass, Replace	20	8	12	20	EA	$780.00	$15,600													$15,600									**$15,600**
G2060	2922624	Trash Receptacle, Heavy-Duty Fixed Concrete, Replace	25	10	15	20	EA	$1,820.00	$36,400																$36,400						**$36,400**
G2080	2922670	Irrigation System, Pop-Up Spray Heads, Commercial, Replace/Install	20	17	3	1600000	SF	$1.30	$2,080,000				$2,080,000																		**$2,080,000**
G2080	2922641	Landscaping, Ground Cover, Repair	0	0	0	2000	SF	$5.20	$10,400	$10,400																					**$10,400**
G4050	2922632	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	8	12	20	EA	$5,460.00	$109,200													$109,200									**$109,200**
Totals, Unescalated										**$89,830**	**$194,545**	**$0**	**$2,080,000**	**$13,000**	**$0**	**$9,360**	**$319,020**	**$0**	**$0**	**$0**	**$9,360**	**$124,800**	**$0**	**$0**	**$53,560**	**$9,360**	**$0**	**$0**	**$0**	**$52,650**	**$2,955,485**
Totals, Escalated (3.0% inflation, compounded annually)										**$89,830**	**$200,381**	**$0**	**$2,272,872**	**$14,632**	**$0**	**$11,176**	**$392,354**	**$0**	**$0**	**$0**	**$12,956**	**$177,935**	**$0**	**$0**	**$83,445**	**$15,020**	**$0**	**$0**	**$0**	**$95,092**	**$3,365,694**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Old Canemah Park
300 3rd Avenue
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
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BV CONTACT:
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800.733.0660 x6554
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BV PROJECT #:
148392.21R000-031.0017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 24, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Naturally vegetated habitat
Main Address	300 3rd Avenue, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	8.11 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Open space with no accessible stalls
Date(s) of Visit	March 24, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 Phone dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Old Canemah Park is located at 150 3rd Avenue, the park is a naturally vegetated habitat with walking trails, picnic areas and a beautiful view of the Willamette river.

Site & Amenities

Significant allegator cracks and depressions can be found in the asphalt sidewalk and parking areas, there is no accessible parking provided.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Special Construction & Demo	-	-	-	$1,091	-	$1,091
Site Development	-	-	$2,633	$15,809	$8,911	$27,353
Site Pavement	$89,375	-	$111,181	-	-	$200,556
Accessibility	$15,600	-	-	-	-	$15,600
TOTALS	**$105,000**	**-**	**$113,900**	**$16,900**	**$9,000**	**$244,800**

Immediate Needs

Facility/Building	Total Items	Total Cost
Old Canemah Park	2	$105,000
Total	**2**	**$105,000**

Old Canemah Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2946891	Old Canemah Park	Parking	Y1010	ADA Parking, Designated Stall, Regraded & Leveled, Install	NA	Accessibility	$15,600
2946861	Old Canemah Park	Parking Area	G2020	Parking Lots, Pavement, Asphalt, Path and Overlay	Poor	Performance/Integrity	$89,400
Total (2 items)							**$105,000**

Key Findings

Parking Lots in Poor condition.

Pavement, Asphalt
Old Canemah Park Parking Area

Uniformat Code: G2021
Recommendation: **Path and Overlay in 2021**

Priority Score: **84.9**

Plan Type: Performance/Integrity

Cost Estimate: $89,400

$$$$

Many asphalt patches are showing signs of depression and alligator cracking. - AssetCALC ID: 2946861

ADA Parking

Designated Stall, Regraded and Leveled
Old Canemah Park Parking

Uniformat Code: Y1011
Recommendation: **Install in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $15,600

$$$$

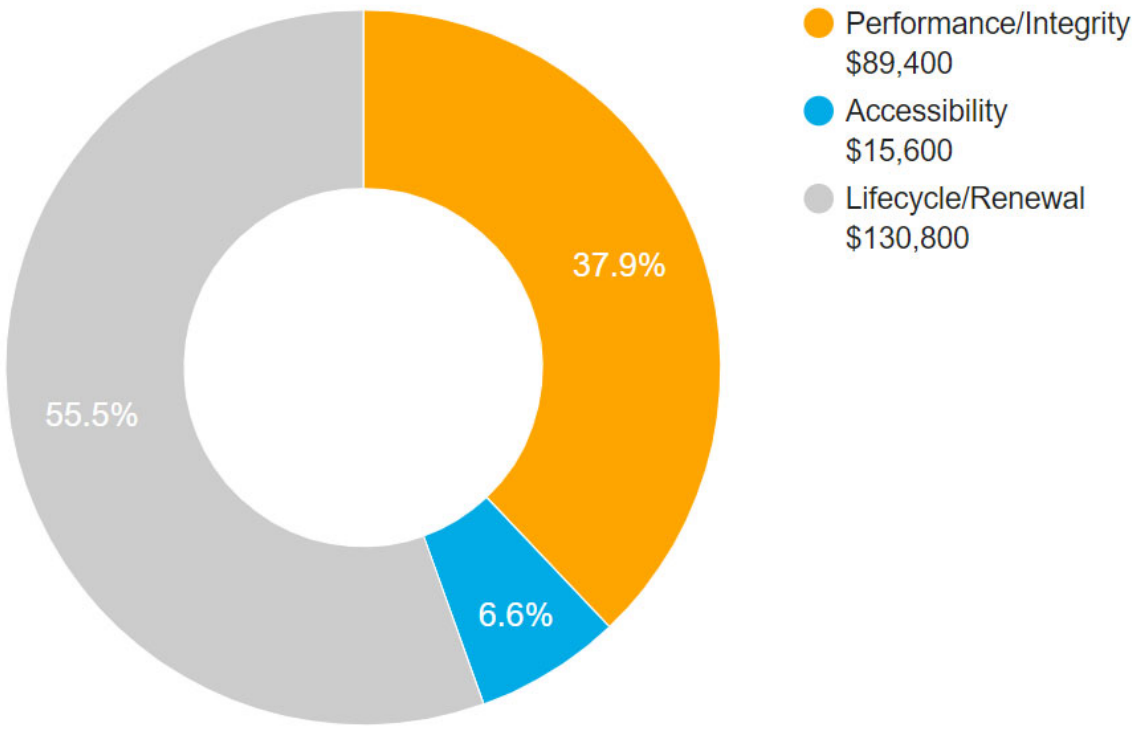
No ADA accessible stall is provided in parking lot. - AssetCALC ID: 2946891

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $235,800

2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Signage	Property Sign	1 EA	Good
Trash Receptacle	Heavy-Duty Fixed Concrete	1 EA	Fair
Landscaping and Topography	Heavy landscaping features Irrigation not present Severe site slopes throughout the park		Fair
On-Site Vehicular Paving	Asphalt parking open area		Poor
Pedestrian paving and Trails	asphalt pathways		Poor
On-Site Amenities	Wood fencing		Fair
Ancillary Buildings	Shelter		Fair
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.		
Key Issues and Findings	Severe alligator cracking and depression found in the side-walk asphalt pavement. No ADA accessible stall is provided. Metal pole needs to be removed at the entrance to make the pathway accessible.		

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Old Canemah Park, 300 3rd Avenue, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Reviewed by:

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1	PROPERTY SIGN

2	OVERVIEW OF ENTRANCE

3	TRAIL

4	TRAIL

5	SHED

6	ASPHALT SIDEWALK

Site Plan

Project Number	Project Name
148392.21R000-031.017	Old Canemah Park
Source	**On-Site Date**
Orcity.org	March 24, 2021

The Pre-Survey Questionnaire was not returned to BV

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Old Canemah Park

BV Project Number: 148392.21R000-031.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	NA

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA	NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	Site	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	25 SF	10	2946855
Pedestrian Plazas & Walkways						
G2020	Parking Area	Poor	Parking Lots, Pavement, Asphalt, Path and Overlay	12,500 SF	0	2946861
G2030	Walking Trails	Fair	Sidewalk, Asphalt	11,250 SF	5	2946858
Sitework						
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	3	4	2946859
G2060	Site	Fair	Fences & Gates, Fence, Wood Board 4'	400 LF	8	2946860
G2060	Front entrance	Good	Signage, Property, Monument	1	15	2946887
G2060	Site	Fair	Trash Receptacle, Heavy-Duty Fixed Concrete	1	15	2946856
Accessibility						
Y1010	Parking	NA	ADA Parking, Designated Stall, Regraded & Leveled, Install	1	0	2946891

Replacement Reserves Report

Old Canemah Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Old Canemah Park	$104,975	$0	$0	$0	$2,634	$111,182	$0	$0	$15,809	$0	$1,092	$0	$0	$0	$0	$8,912	$0	$0	$0	$0	$0	**$244,603**
Grand Total	**$104,975**	**$0**	**$0**	**$0**	**$2,634**	**$111,182**	**$0**	**$0**	**$15,809**	**$0**	**$1,092**	**$0**	**$0**	**$0**	**$0**	**$8,912**	**$0**	**$0**	**$0**	**$0**	**$0**	**$244,603**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
F1020	2946855	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	20	10	25	SF	$32.50	$813											$813											**$813**
G2020	2946861	Parking Lots, Pavement, Asphalt, Path and Overlay	0	24	0	12500	SF	$7.15	$89,375	$89,375																					**$89,375**
G2030	2946858	Sidewalk, Asphalt, Replace	25	20	5	11250	SF	$8.53	$95,906						$95,906																**$95,906**
G2060	2946859	Park Bench, Wood/Composite/Fiberglass, Replace	20	16	4	3	EA	$780.00	$2,340					$2,340																	**$2,340**
G2060	2946860	Fences & Gates, Fence, Wood Board 4', Replace	20	12	8	400	LF	$31.20	$12,480									$12,480													**$12,480**
G2060	2946856	Trash Receptacle, Heavy-Duty Fixed Concrete, Replace	25	10	15	1	EA	$1,820.00	$1,820																$1,820						**$1,820**
G2060	2946887	Signage, Property, Monument, Replace	20	5	15	1	EA	$3,900.00	$3,900																$3,900						**$3,900**
Y1010	2946891	ADA Parking, Designated Stall, Regraded & Leveled, Install	0	0	0	1	EA	$15,600.00	$15,600	$15,600																					**$15,600**
Totals, Unescalated										**$104,975**	**$0**	**$0**	**$0**	**$2,340**	**$95,906**	**$0**	**$0**	**$12,480**	**$0**	**$813**	**$0**	**$0**	**$0**	**$0**	**$5,720**	**$0**	**$0**	**$0**	**$0**	**$0**	**$222,234**
Totals, Escalated (3.0% inflation, compounded annually)										**$104,975**	**$0**	**$0**	**$0**	**$2,634**	**$111,182**	**$0**	**$0**	**$15,809**	**$0**	**$1,092**	**$0**	**$0**	**$0**	**$0**	**$8,912**	**$0**	**$0**	**$0**	**$0**	**$0**	**$244,603**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Park Place Park
16180 Front Avenue
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-032.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 16, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	16180 Front Avenue, Oregon City, Oregon 97045
Site Developed	1996 Playground renovated 2020
Lot Size	6.3 acres (estimated)
Number of Substantial Buildings	One
Parking Spaces	11 total spaces all in open lots; One of which is accessible.
Date(s) of Visit	March 16, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orcity.org
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The site was originally constructed in 1996. There were renovations made in 2020 which included the playground and installation of the play surface area.

Architectural

The restroom building is made of CMU block. The exterior doors and windows are in fair condition and are made of steel and aluminum, respectively. The interior flooring is made of ceramic tile and coated floors. The ceiling is made of wood and has two skylights per restroom side. The interior walls for the restroom building are made of ceramic tiles and painted surfaces. There is a major issue on the right side of the restroom building with the gutter and downspouts, it is in failed condition and it is recommended to repair immediately.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is no main HVAC for the restroom building besides exhaust fans. There is a main distribution panel for the restroom building. There is an electric water heater in fair condition that provides service to the restroom building. The toilet, sink, and urinals are in fair condition. There is a drinking fountain for public use found in the front of the restroom building.

Site and Amenities

There is no ADA access to the playgrounds, the asphalt trail needs to be cut and repatched. There are park benches, trash receptacles, and bike racks. There is a major crack in the concrete stairs located at the left side of the park. There is a public restroom located at the rear of the park. Lighting is LED and adequate for the park.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Immediate Needs

Facility/Building	Total Items	Total Cost
Park Place Park	3	$18,200
Restroom Building	1	$600
Total	**4**	**$18,800**

Park Place Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2937741	Park Place Park		Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
2938928	Park Place Park		D2010	Backflow Preventer, Domestic Water, 2 IN, Replace	NA	Performance/Integrity	$4,200
2938927	Park Place Park	Irrigation	D2010	Backflow Preventer, Domestic Water, 2 IN, Replace	NA	Performance/Integrity	$4,200
Total (3 items)							**$18,200**

Restroom Building

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2929996	Park Place Park / Restroom Building	Restrooms	B3020	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	Poor	Performance/Integrity	$600
Total (1 items)							**$600**

Key Findings

Storm Drainage Components in Poor condition.

Commercial
Park Place Park Field

Uniformat Code: G3034
Recommendation: **Install in 2023**

Priority Score: **86.7**

Plan Type:
Performance/Integrity

Cost Estimate: $13,000

**$$**$$

POC reports that field unusable during periods of rain and drainage improvements required - AssetCALC ID: 3144911

Sidewalk in Poor condition.

Asphalt
Park Place Park Walking Trail

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: $28,600

**$$**$$

Severe alligator Cracking throughout trail. Recommended to replace. - AssetCALC ID: 2929994

Backflow Preventer

Domestic Water, 2 IN
Park Place Park Irrigation

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Irrigation backflow is recommended to be replaced. - AssetCALC ID: 2938927

Backflow Preventer

Domestic Water, 2 IN
Park Place Park

Uniformat Code: D2014
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type:
Performance/Integrity

Cost Estimate: $4,200

**$**$$$

Backflow is recommended to be replaced - AssetCALC ID: 2938928

Roof Appurtenances in Poor condition.

Gutters and Downspouts, Aluminum with Fittings
Restroom Building Park Place Park Restrooms

Uniformat Code: B3027
Recommendation: **Replace in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $600

**$**$$$

Gutters are falling off on the front to right side of the building. - AssetCALC ID: 2929996

Stairs in Poor condition.

Concrete, Exterior
Park Place Park Site

Uniformat Code: B1081
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $2,100

**$**$$$

There is cracking on the left side. - AssetCALC ID: 2929963

ADA Miscellaneous

Level III Study, Includes Measurements
Park Place Park

Uniformat Code: Y1091
Recommendation: **Evaluate/Report in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $9,800

**$**$$$

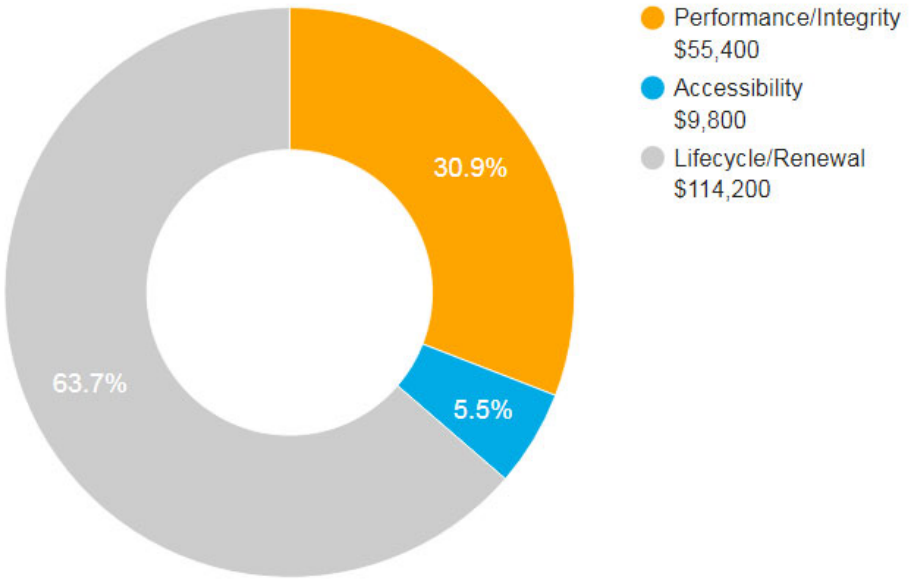
Recommended to do a study for pathway throughout the park. - AssetCALC ID: 2937741

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $179,400

2. Restroom Building

Restroom Building: Systems Summary		
Address	16180 Front Ave	
Constructed/Renovated	1996	
Building Size	750 SF	
Number of Stories	One	
System	*Description*	*Condition*
Structure	Steel frame with concrete-topped metal decks	Fair
Façade	Painted CMU with aluminum windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted gypsum board, ceramic tile Floors: Ceramic tile, Unfinished Ceilings: Wood panel	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Electric water heaters Toilets, urinals, and sinks in all restrooms	Fair

Restroom Building: Systems Summary

HVAC	N/A	--
Fire Suppression	N/A	--
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: N/A	Fair
Fire Alarm	N/A	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	The gutters are in failed condition and it is recommended to be replaced immediately.	

Restroom Building: Systems Expenditure Forecast

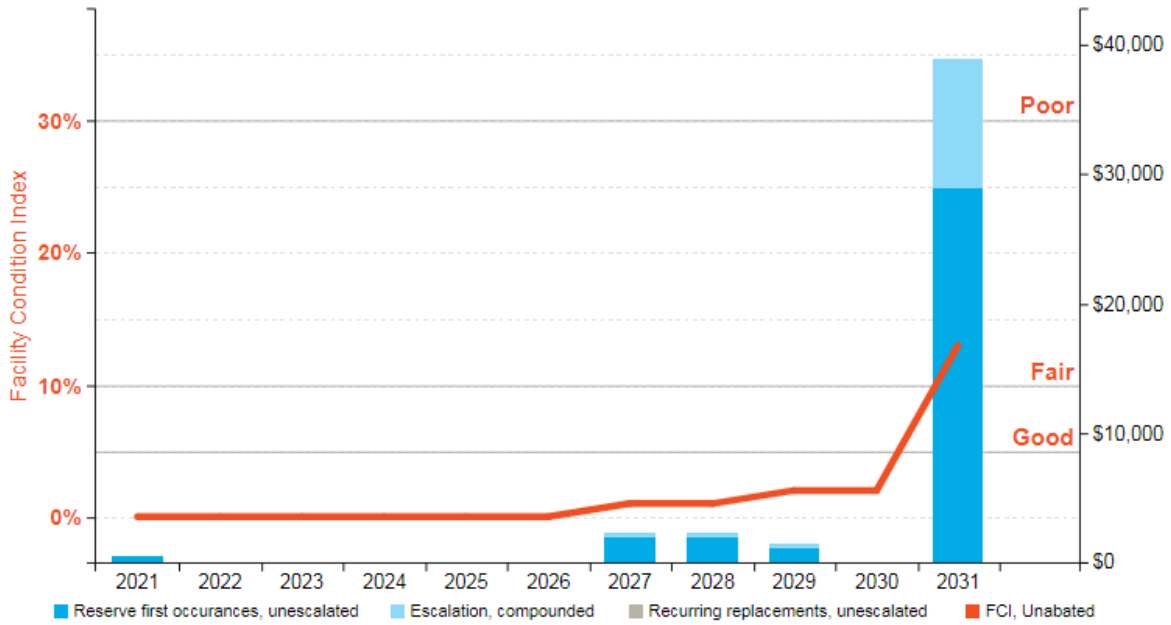
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	-	$68,298	$68,298
Roofing	$585	-	-	$20,440	$11,587	$32,612
Interiors	-	-	-	$9,575	$65,346	$74,921
Plumbing	-	-	-	$3,880	$30,634	$34,514
HVAC	-	-	-	$799	-	$799
Electrical	-	-	-	$9,783	$4,050	$13,833
Site Utilities	-	-	-	$2,096	-	$2,096
TOTALS	**$600**	**-**	**-**	**$46,600**	**$180,000**	**$227,200**

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Park Place Park Restroom Building

Replacement Value: $ 360,000; Inflation rate: 3.0%



3. Park Place Park

General Site Information

Asset	Description	Quantity	Condition
Stairs	Concrete	30 SF	Poor
Parking Lot	Pavement	3500 SF	Fair
Trail	Asphalt	4000 SF	Poor
Playfield Surface	Chips Wood	1500 SF	Good
Play Structure	Multipurpose, large	1 EA	Good
Play Structure	Multipurpose, large	1 EA	Good
Trash Receptacle	Medium-Duty Metal or Precast	1 EA	Fair
Park Bench	Wood/composite/fiberglass	2 EA	Fair
Bike Rack	Fixed 6-10 Bikes	1 EA	Fair

General Site Information

Signage	Building or Pole Mounted	1 EA	Fair
Pole Light Fixture	LED replacement	3 EA	Fair
ADA Miscellaneous	Level 3 Study	1 EA	N/A
Landscaping and Topography	Limited landscaping features Irrigation present Low to moderate site slopes throughout		Poor
On-Site Vehicular Paving	Asphalt parking areas and drive lanes		Fair
Pedestrian paving and Trails	asphalt pathways		Poor
On-Site Amenities	Playgrounds, park benches ad bike racks.		Fair
Ancillary Buildings	N/A		
Fields and Lots	Wood chip play surface, two large play structures		
Storm Water Management	Surface drainage to developed and undeveloped surroundings		
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.		
Key Issues and Findings	Severe alligator cracking and potholes, significant sidewalk trip hazards		

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	-	$68,298	$68,298
Roofing	$585	-	-	$20,440	$11,587	$32,612
Interiors	-	-	-	$8,879	$64,410	$73,289
Plumbing	-	-	-	$3,880	$30,634	$34,514
Electrical	-	-	-	$9,783	$4,050	$13,833
Site Utilities	-	-	-	$2,096	-	$2,096
TOTALS	**$600**	**-**	**-**	**$45,100**	**$179,000**	**$224,700**

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e., city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park was originally constructed in 1996 and substantially renovated in 2020.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	1996	No	No
General Park	1996 / 2020	No	Yes

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed, or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Park Place Park, 16180 Front Avenue, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
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1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION

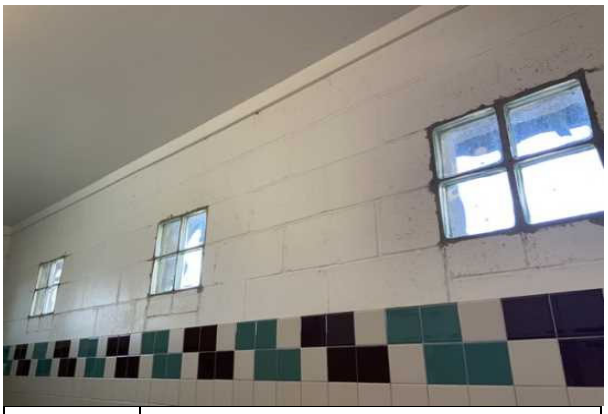
5	RESTROOM BUILDING FRONT

6	RESTROOM BUILDING LEFT

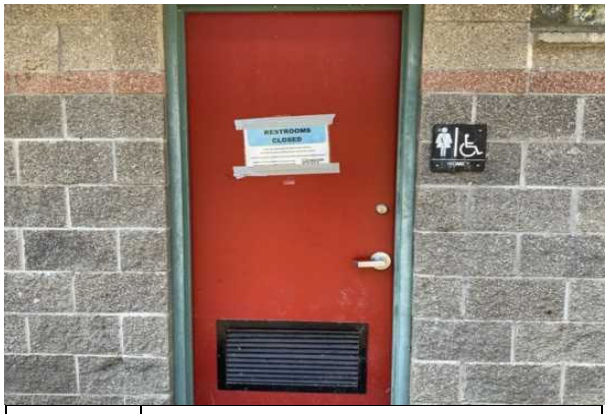
7	RESTROOM BUILDING REAR

8	RESTROOM BUILDING RIGHT

9	STAIRS, CONCRETE



10	WINDOW, ALUMINUM DOUBLE-GLAZED



11	EXTERIOR DOOR, STEEL

12	WATER HEATER, ELECTRIC

13	URINAL

14	TOILET

15	DISTRIBUTION PANEL

16	PARKING LOT, PAVEMENT

17	PARKING LOT, PAVEMENT

18	TRAIL SURFACE, ASPHALT

19	PLAY STRUCTURE

20	PLAY STRUCTURE

21	PARK BENCH

22	BIKE RACK

23	GUTTERS

24	RESTROOM OVERVIEW

Site Plan

Project Number	Project Name
148392.21R000-032.017	Park Place Park
Source	**On-Site Date**
Google	March 16, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Park Place Park

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 25

Date Completed: 3/16/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed: 1996	Renovated: 2020	
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?		X			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?		X			
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zavala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Park Place Park

BV Project Number: 148392.21R000-032.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Park Place Park: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route		The only		
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms				X
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools		The trail to get		
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Park Place Park: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

Toilet stall overview

Sink, faucet handles and/or accessories

Park Place Park: Photographic Overview

Accessible route to playground/pool

Overview of playground/pool

Component Condition Report | Park Place Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Site	Poor	Stairs, Concrete, Exterior	30 SF	2	2929963
Plumbing						
D2010		NA	Backflow Preventer, Domestic Water, 2 IN [No tag/plate found]	1	0	2938928
D2010	Irrigation	NA	Backflow Preventer, Domestic Water, 2 IN [No tag/plate found]	1	0	2938927
Pedestrian Plazas & Walkways						
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	3,500 SF	3	2929970
G2020	Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	3,500 SF	8	2929988
G2030	Walking Trail	Poor	Sidewalk, Asphalt	4,000 SF	2	2929994
Athletic, Recreational & Playfield Areas						
G2050	Site	Good	Playfield Surfaces, Chips Wood, 6" Depth [No tag/plate found]	1,500 SF	2	2929964
G2050	Site	Good	Play Structure, Multipurpose, Large	1	19	2929971
G2050	Site	Good	Play Structure, Multipurpose, Large	1	19	2929991
Sitework						
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2929984
G2060	Site	Fair	Park Bench, Metal	2	10	2929987
G2060	Site	Fair	Bike Rack, Fixed 6-10 Bikes	1	10	2929993
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2929981
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	3	10	2929995
Utilities						
G3030	Field	Poor	Storm Drainage Components, Commercial, Install	1	2	3144911
Accessibility						
Y1090		NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2937741

Component Condition Report | Park Place Park / Restroom Building

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Fair	Exterior Walls, Concrete Block (CMU), 1-2 Story Building	1,000 SF	20	2929986
B2020	Restrooms	Fair	Window, Aluminum Double-Glazed, up to 15 SF	13	15	2929989
B2050	Restrooms	Fair	Exterior Door, Steel, Standard	3	20	2929976
Roofing						
B3010	Restrooms	Fair	Roofing, Metal	900 SF	10	2929975
B3020	Restrooms	Poor	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	50 LF	0	2929996
B3060	Exterior wall	Fair	Roof Skylight, per unit, up to 20 SF	4	15	2944333
Interiors						
C1090	Restrooms	Fair	Toilet Partitions, Plastic/Laminate	5	10	2929983
C2010	Restrooms	Fair	Wall Finishes, Ceramic Tile	750 SF	20	2929978
C2030	Restrooms	Fair	Flooring, Ceramic Tile	700 SF	20	2929968
C2050	Restrooms	Fair	Ceiling Finishes, any flat surface, Prep & Paint	750 SF	6	2929979
Plumbing						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D2010	Restrooms	Fair	Sink/Lavatory, Wall-hung, Stainless Steel	1	15	2929990
D2010	Restrooms	Fair	Urinal, Standard	1	15	2929982
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	3	15	2929992
D2010	Restrooms	Fair	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	700 SF	20	2929973
D2010	Restrooms	Fair	Drinking Fountain, Wall-Mounted, Bi-Level	1	7	2929985
D2010	Restrooms	Fair	Water Heater, Electric, Residential [No tag/plate found]	1	8	2929967
Electrical						
D5020	Restrooms	Fair	Distribution Panel, 120/208 V	1	15	2929966
D5040	Restrooms	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	700 SF	10	2929980
Sitework						
G4050	Restrooms	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	3	10	2929972

Replacement Reserves Report

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Park Place Park	$18,070	$0	$50,547	$2,237	$0	$4,521	$0	$0	$27,707	$0	$30,487	$5,399	$0	$3,007	$5,899	$0	$0	$6,446	$3,486	$159,569	$7,044	**$324,418**
Park Place Park / Restroom Building	$585	$0	$0	$0	$0	$0	$2,328	$2,398	$1,482	$0	$38,873	$0	$0	$0	$0	$44,254	$3,129	$0	$0	$0	$131,602	**$224,652**
Grand Total	**$18,655**	**$0**	**$50,547**	**$2,237**	**$0**	**$4,521**	**$2,328**	**$2,398**	**$29,190**	**$0**	**$69,360**	**$5,399**	**$0**	**$3,007**	**$5,899**	**$44,254**	**$3,129**	**$6,446**	**$3,486**	**$159,569**	**$138,646**	**$549,071**

Park Place Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B1080	2929963	Stairs, Concrete, Exterior, Replace	50	48	2	30	SF	$71.50	$2,145			$2,145																			**$2,145**
D2010	2938928	Backflow Preventer, Domestic Water, 2 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
D2010	2938927	Backflow Preventer, Domestic Water, 2 IN, Replace	30	30	0	1	EA	$4,160.00	$4,160	$4,160																					**$4,160**
G2020	2929970	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	2	3	3500	SF	$0.59	$2,048				$2,048					$2,048					$2,048					$2,048			**$8,190**
G2020	2929988	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	17	8	3500	SF	$4.55	$15,925									$15,925													**$15,925**
G2030	2929994	Sidewalk, Asphalt, Replace	25	23	2	4000	SF	$7.15	$28,600			$28,600																			**$28,600**
G2050	2929964	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	1500	SF	$2.60	$3,900			$3,900			$3,900			$3,900			$3,900			$3,900			$3,900			$3,900	**$27,300**
G2050	2929971	Play Structure, Multipurpose, Large, Replace	20	1	19	1	EA	$45,500.00	$45,500																				$45,500		**$45,500**
G2050	2929991	Play Structure, Multipurpose, Large, Replace	20	1	19	1	EA	$45,500.00	$45,500																				$45,500		**$45,500**
G2060	2929984	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2929987	Park Bench, Metal, Replace	20	10	10	2	EA	$1,105.00	$2,210											$2,210											**$2,210**
G2060	2929993	Bike Rack, Fixed 6-10 Bikes, Replace	20	10	10	1	EA	$1,040.00	$1,040											$1,040											**$1,040**
G2060	2929981	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	$1,950.00	$1,950											$1,950											**$1,950**
G3030	3144911	Storm Drainage Components, Commercial, Install	40	38	2	1	EA	$13,000.00	$13,000			$13,000																			**$13,000**
G4050	2929995	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	3	EA	$5,460.00	$16,380											$16,380											**$16,380**
Y1090	2937741	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$18,070**	**$0**	**$47,645**	**$2,048**	**$0**	**$3,900**	**$0**	**$0**	**$21,873**	**$0**	**$22,685**	**$3,900**	**$0**	**$2,048**	**$3,900**	**$0**	**$0**	**$3,900**	**$2,048**	**$91,000**	**$3,900**	**$226,915**
Totals, Escalated (3.0% inflation, compounded annually)										**$18,070**	**$0**	**$50,547**	**$2,237**	**$0**	**$4,521**	**$0**	**$0**	**$27,707**	**$0**	**$30,487**	**$5,399**	**$0**	**$3,007**	**$5,899**	**$0**	**$0**	**$6,446**	**$3,486**	**$159,569**	**$7,044**	**$324,418**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Park Place Park / Restroom Building

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2929986	Exterior Walls, Concrete Block (CMU), 1-2 Story Building, Replace	50	30	20	1000	SF	$26.00	$26,000																					$26,000	**$26,000**
B2020	2929989	Window, Aluminum Double-Glazed, up to 15 SF, Replace	30	15	15	13	EA	$845.00	$10,985																$10,985						**$10,985**
B2050	2929976	Exterior Door, Steel, Standard, Replace	40	20	20	3	EA	$780.00	$2,340																					$2,340	**$2,340**
B3010	2929975	Roofing, Metal, Replace	40	30	10	900	SF	$16.90	$15,210											$15,210											**$15,210**
B3020	2929996	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	20	0	50	LF	$11.70	$585	$585																				$585	**$1,170**
B3060	2944333	Roof Skylight, per unit, up to 20 SF, Replace	30	15	15	4	EA	$1,690.00	$6,760																$6,760						**$6,760**
C1090	2929983	Toilet Partitions, Plastic/Laminate, Replace	20	10	10	5	EA	$975.00	$4,875											$4,875											**$4,875**
C2010	2929978	Wall Finishes, Ceramic Tile, Replace	40	20	20	750	SF	$23.40	$17,550																					$17,550	**$17,550**
C2030	2929968	Flooring, Ceramic Tile, Replace	40	20	20	700	SF	$23.40	$16,380																					$16,380	**$16,380**
C2050	2929979	Ceiling Finishes, any flat surface, Prep & Paint	10	4	6	750	SF	$2.60	$1,950							$1,950										$1,950					**$3,900**
D2010	2929967	Water Heater, Electric, Residential, Replace	15	7	8	1	EA	$1,170.00	$1,170									$1,170													**$1,170**
D2010	2929973	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	40	20	20	700	SF	$14.30	$10,010																					$10,010	**$10,010**
D2010	2929985	Drinking Fountain, Wall-Mounted, Bi-Level, Replace	15	8	7	1	EA	$1,950.00	$1,950								$1,950														**$1,950**
D2010	2929990	Sink/Lavatory, Wall-hung, Stainless Steel, Replace	30	15	15	1	EA	$1,560.00	$1,560																$1,560						**$1,560**
D2010	2929982	Urinal, Standard, Replace	30	15	15	1	EA	$1,430.00	$1,430																$1,430						**$1,430**
D2010	2929992	Toilet, Commercial Water Closet, Replace	30	15	15	3	EA	$1,690.00	$5,070																$5,070						**$5,070**
D5020	2929966	Distribution Panel, 120/208 V, Replace	30	15	15	1	EA	$2,600.00	$2,600																$2,600						**$2,600**
D5040	2929980	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	20	10	10	700	SF	$10.40	$7,280											$7,280											**$7,280**
G4050	2929972	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	10	10	3	EA	$520.00	$1,560											$1,560											**$1,560**
Totals, Unescalated										**$585**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,950**	**$1,950**	**$1,170**	**$0**	**$28,925**	**$0**	**$0**	**$0**	**$0**	**$28,405**	**$1,950**	**$0**	**$0**	**$0**	**$72,865**	**$137,800**
Totals, Escalated (3.0% inflation, compounded annually)										**$585**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,328**	**$2,398**	**$1,482**	**$0**	**$38,873**	**$0**	**$0**	**$0**	**$0**	**$44,254**	**$3,129**	**$0**	**$0**	**$0**	**$131,602**	**$224,652**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Pioneer Center
615 5th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-002.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 12, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Community Center
Main Address	615 5th Street, Oregon City, Oregon 97045
Site Developed	1976 Renovated 2019/20 (partial)
Site Area	1.73 acres (estimated)
Parking Spaces	65 total spaces all in open lots; four of which are accessible
Building Area	16,000 SF
Number of Stories	One, (main Floor) with partial basement
Outside Occupants / Leased Spaces	None
Date(s) of Visit	March 12, 2021
Management Point of Contact	Oregon City, Denise Conrad, Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	Anne Crandall
Assessment and Report Prepared By	Jonathan Levine
Reviewed By	James Bryant Project Manager Jamie.Bryant@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

Pioneer Center was originally constructed in 1978-79. It has two stories and was partially renovated in 2019/20.

Architectural

The building consists of masonry bearing walls and wood framing on a concrete foundation and there were no indications with any of the building structural systems or façade. There are two roofing systems a flat roofing system and a sloped metal roofing. The flat roofing appears to be functioning normally as is the sloped roofing, however, the metal roofing consists of metal panels of different colors and should be replaced. The ceiling in the lobby area is sagging and should be replaced. It was observed that the ceiling appears to be held up by improper thin metal wiring which is likely contributing to its sag. Typical lifecycle-based interior and exterior finish replacements are budgeted and anticipated.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The building is heated and cooled by six rooftop packaged units replaced in 2006 and two split-systems consisting of condensing units and furnaces, replaced in 2017. Two of the units are reportedly in poor condition requiring short term replacements.

The plumbing systems are adequate for the facility. Domestic hot water is provided by a gas-fired water heater replaced in 1993 located in the boiler room. The pipes feeding some of the kitchen sinks were observed to be wrapped in concrete, which appeared to be bulging outward. The concrete around the pipes should be removed and as a result the pipes will likely need to be replaced along with any wall or floor finishes in the process.

The building is served by a main switchboard, installed in 1979, located in the electrical room. Interior lighting primarily consists of linear fluorescent fixtures. Electrical service equipment and systems are anticipated for lifecycle replacement.

The building is protected by a fire alarm system and only the downstairs is protected fire sprinkler suppression system. It is recommended the remainder of the building be retrofit with sprinklers for safety systems modernization.

Site

The site improvements all appear to be in good to fair condition with no deficiencies noted.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

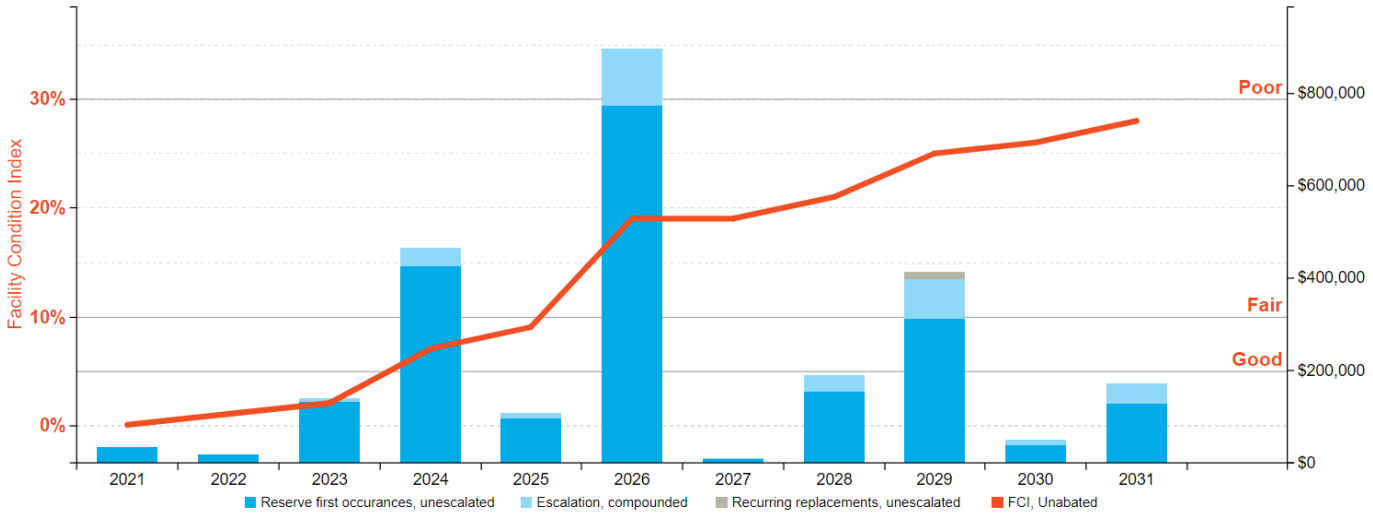
FCI Analysis | Pioneer Community Center (1979)		
Replacement Value *$ 8,928,000*	*Total SF* *16,000*	*Cost/SF* *$ 558*
Current FCI	$ 33,800	**0.4 %**
3-Year	$ 657,300	7.4 %
5-Year	$ 1,659,500	18.6 %
10-Year	$ 2,493,600	27.9 %

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Pioneer Community Center

Replacement Value: $ 8,928,000; Inflation rate: 3.0%



Immediate Needs

Not applicable, no Immediate Needs identified.

Key Findings

Roofing in Poor condition.

Metal
Pioneer Center Roof

Uniformat Code: B3011
Recommendation: **Replace in 2023**

Priority Score: **89.7**

Plan Type:
Performance/Integrity

Cost Estimate: $131,800

$$$$

The roofing system appear that it may be original, severely discolored and is nearing the end of its useful life - AssetCALC ID: 2927907

Plumbing System in Poor condition.

Supply and Sanitary, Medium Density (excludes fixtures)
Pioneer Center Kitchen

Uniformat Code: D2014
Recommendation: **Replace in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: $2,500

**$**$$$

Some of the pipes in the kitchen are wrapped in concrete that appears to be bulging outward. - AssetCALC ID: 2950511

Packaged Unit in Poor condition.

RTU, Pad or Roof-Mounted
Pioneer Center Roof

Uniformat Code: D3055
Recommendation: **Replace in 2021**

Priority Score: **81.9**

Plan Type:
Performance/Integrity

Cost Estimate: $14,300

**$$**$$

Staff reportedly mentioned unit has possibility of imminent failure and should be replaced immediately. - AssetCALC ID: 2927963

Packaged Unit in Poor condition.

RTU, Pad or Roof-Mounted
Pioneer Center Roof

Uniformat Code: D3055
Recommendation: **Replace in 2021**

Priority Score: **81.9**

Plan Type:
Performance/Integrity

Cost Estimate: $19,500

**$$**$$

Staff reportedly mentioned unit has possibility of imminent failure and should be replaced immediately. - AssetCALC ID: 2927901

Ceiling Finishes in Poor condition.

Gypsum Board/Plaster
Pioneer Center Throughout building

Uniformat Code: C2051
Recommendation: **Replace in 2022**

Priority Score: **81.8**

Plan Type:
Performance/Integrity

Cost Estimate: $15,600

**$$**$$

Primarily in lobby area. Ceiling is sagging, installed using thin metal wire (act type) according to POC - AssetCALC ID: 2927913

Fire Suppression System

Full System Install/Retrofit, Medium Density/Complexity
Pioneer Center Throughout building

Uniformat Code: D4011
Recommendation: **Install in 2025**

Priority Score: **60.6**

Plan Type:
Modernization/Adaptation

Cost Estimate: $91,000

**$$$**$

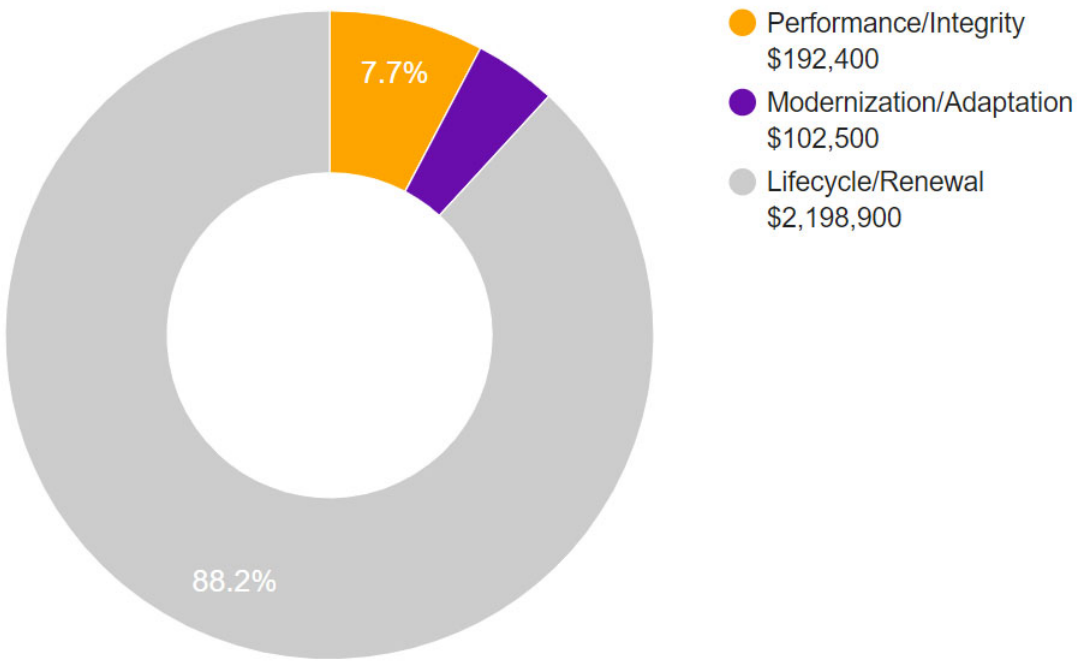
Only the downstairs is protected by a sprinkler suppression system. - AssetCALC ID: 2949007

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions		
Safety	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $2,493,800

2. Building and Site Information

Systems Summary

System	Description	Condition
Structure	Masonry bearing walls and wood framed structure in a concrete foundation	Good
Façade	Brick and stucco with aluminum windows	Fair
Roof	Primary: Flat construction with single-ply TPO/PVC membrane Secondary: Shed construction with metal finish	Poor
Interiors	Walls: Painted gypsum board, FRP, unfinished Floors: Carpet, faux-wood, rubber compound, vinyl sheeting, ceramic tile Ceilings: Painted gypsum board, ACT, unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste and venting Gas-fired water heater Toilets, urinals, and sinks in all restrooms	Fair
HVAC	Individual packaged units, split systems Supplemental components: make-up air unit, suspended electric unit heater	Fair
Fire Suppression	Dry-pipe sprinkler system; hydrants, fire extinguishers, kitchen hood system	Fair
Electrical	Source and Distribution: Main switchboard Interior Lighting: T-8, T-12, CFL	Fair

Systems Summary

Fire Alarm	Alarm panel, smoke detectors, alarms, pull stations, and exit signs	Fair
Equipment/Special	Commercial kitchen equipment	Fair
Site Pavement	Asphalt lots with areas of concrete and concrete sidewalks, curbs, ramps, and stairs	Fair
Site Development	Building-mounted signage Limited park benches, picnic tables, trash receptacles	Fair
Landscaping and Topography	Moderate landscaping features Irrigation present Brick retaining walls Low site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Fair
Site Lighting	Pole-mounted: LED Building-mounted: LED	Good
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Sagging ceiling, First Floor lacks fire sprinkler suppression system, bulging concrete around pipes	

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$101,550	$89,432	$190,982
Roofing	-	$139,847	-	-	$214,263	$354,110
Interiors	-	$16,068	$377,816	$124,640	$333,461	$851,985
Plumbing	-	$2,605	$71,593	$348,778	$6,104	$429,080
HVAC	$33,800	-	$115,915	$111,813	$93,455	$354,983
Fire Protection	-	-	$115,701	$9,593	$5,468	$130,762
Electrical	-	-	$458,605	-	$6,300	$464,905
Fire Alarm & Electronic Systems	-	-	$68,186	$87,935	-	$156,121
Equipment & Furnishings	-	-	$242,787	$30,705	$203,163	$476,655
Site Pavement	-	-	$16,492	$19,119	$47,858	$83,469
Site Utilities	-	-	-	-	$44,427	$44,427
Site Development	-	-	-	-	$55,564	$55,564
TOTALS	**$33,800**	**$158,600**	**$1,467,100**	**$834,200**	**$1,099,500**	**$3,593,200**

3. Property Space Use and Observed Areas

Unit Allocation

All 16,000 square feet of the property are occupied by the City of Oregon City. The spaces are a combination of offices, classrooms, and a multipurpose room, with supporting restrooms and mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roofs.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e., city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The facility was originally constructed in 1976. The facility was renovated over time, most recently in 2019/20.

During the interview process with the client representatives, no complaints or pending litigation associated with potential accessibility issues was reported.

A prior accessibility survey was performed in 2012. From BV's perspective and limited analysis of the documents provided in conjunction with our own site visit, it appears that the recommendations from that study have been addressed in full. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct, and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Pioneer Center, 615 5th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

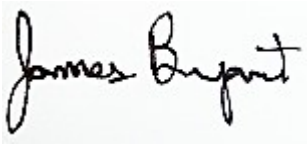
No testing, exploratory probing, dismantling, or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Jonathan Levine,
Project Manager

Reviewed by:



James Bryant,
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James A. Cave,
Program Manager
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1	PIONEER COMMUNITY CENTER

2	FRONT ELEVATION

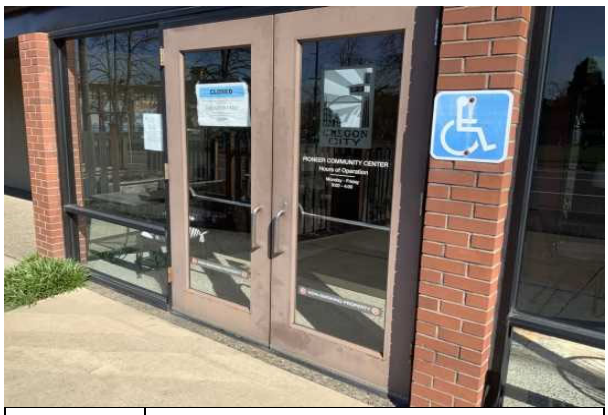
3	LEFT ELEVATION

4	REAR ELEVATION

5	RIGHT ELEVATION

6	BRICK AND ALUMINUM WINDOW FAÇADE

7	STUCCO AND ALUMINUM WINDOW FAÇADE

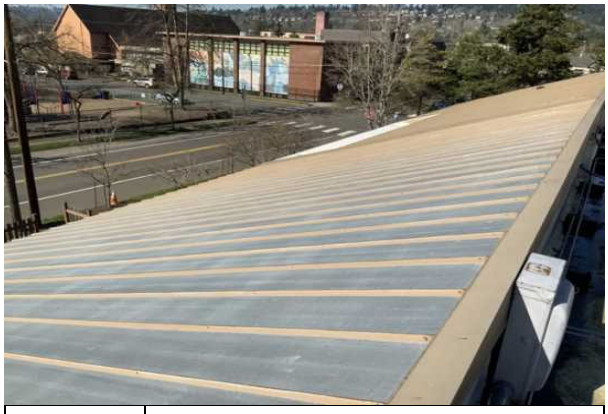


8	EXTERIOR FULLY-GLAZED DOORS

9	MOTORIZED EXTERIOR FULLY-GLAZED DOORS

10	EXTERIOR METAL DOOR

11	TPO/PVC ROOF MEMBRANE



12	METAL ROOF

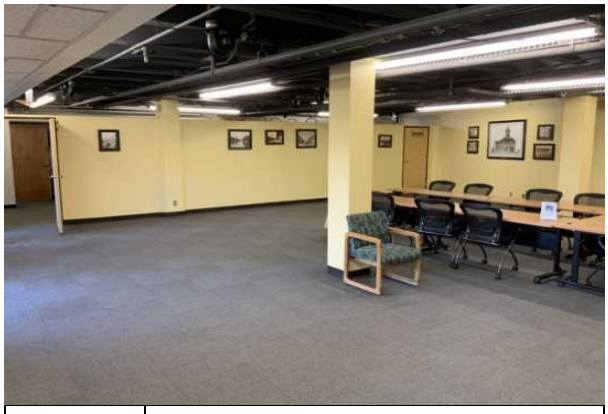
13	ROOF DRAINAGE

14	LOBBY

15	HALLWAY

16	CLASSROOM

17	MULTI PURPOSE ROOM



18	DOWNSTAIRS

19	KITCHEN

20	SAGGING CEILING

21	WATER HEATER

22	BULGING CONCRETE AROUND PIPES

23	ROOF MOUNTED PACKAGED UNIT

24	SPLIT SYSTEM CONDENSING UNITS

25	FURNACE

26	MAKE-UP AIR UNIT

27	ROOF-MOUNTED EXHAUST FAN

28	ELECTRIC UNIT HEATER

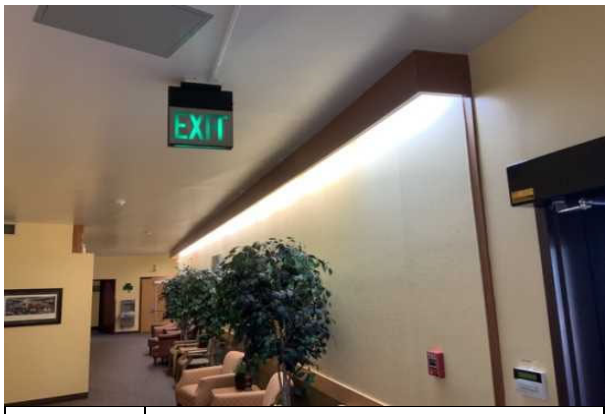
29	FIRE SPRINKLER SUPPRESSION SYSTEM

30	MAIN SWITCHBOARD

31	MAIN DISTRIBUTION PANEL

32	INTERIOR LIGHTING

33	FIRE ALARM CONTROL PANEL



34	FIRE ALARM SYSTEM

35	PARKING LOT

36	SITE BENCH

37	SITE TRASH RECEPTACLE

38	SITE PICNIC TABLES

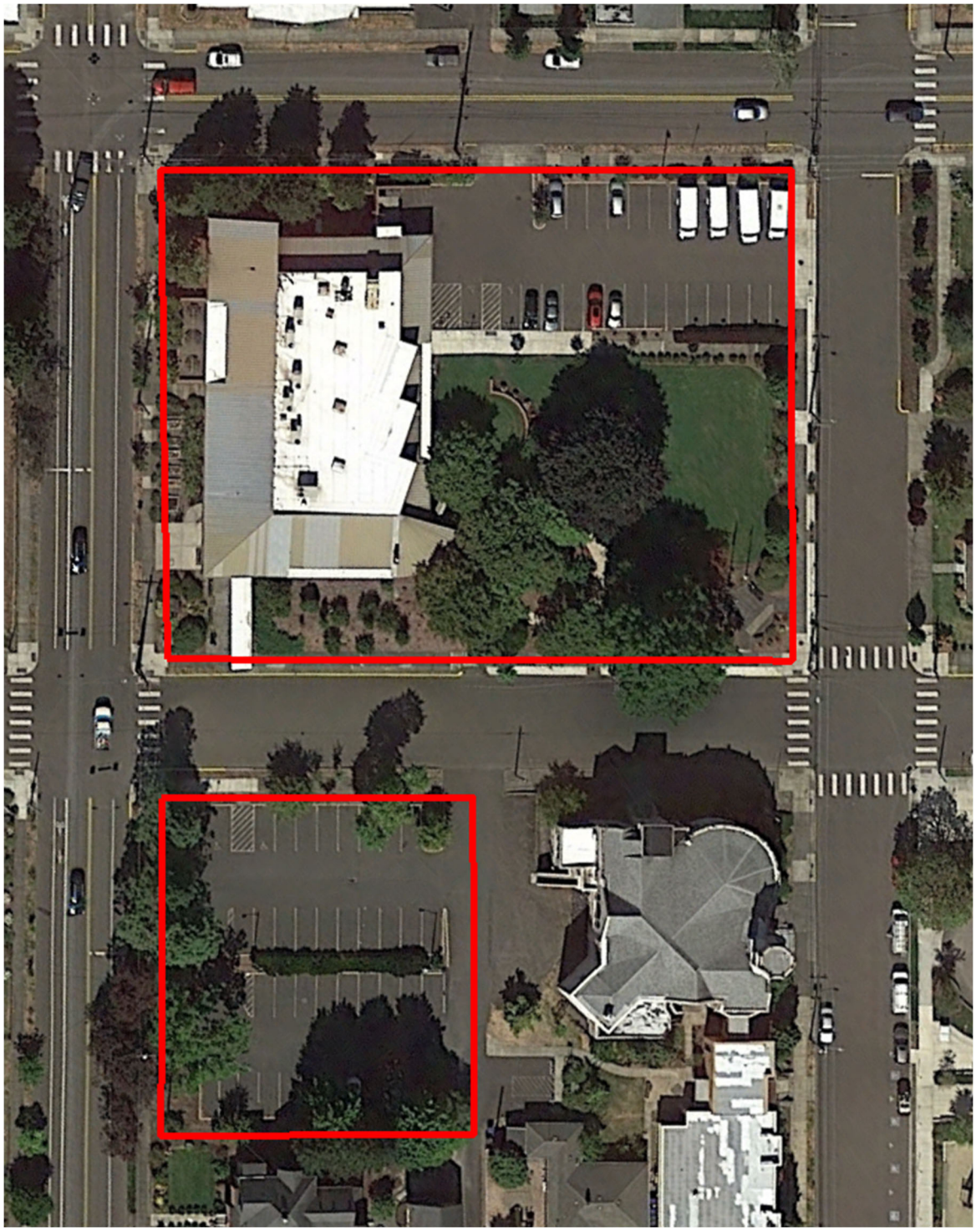
39	IRRIGATION SYSTEM

40	LANDSCAPING

41	SITE POLE LIGHT

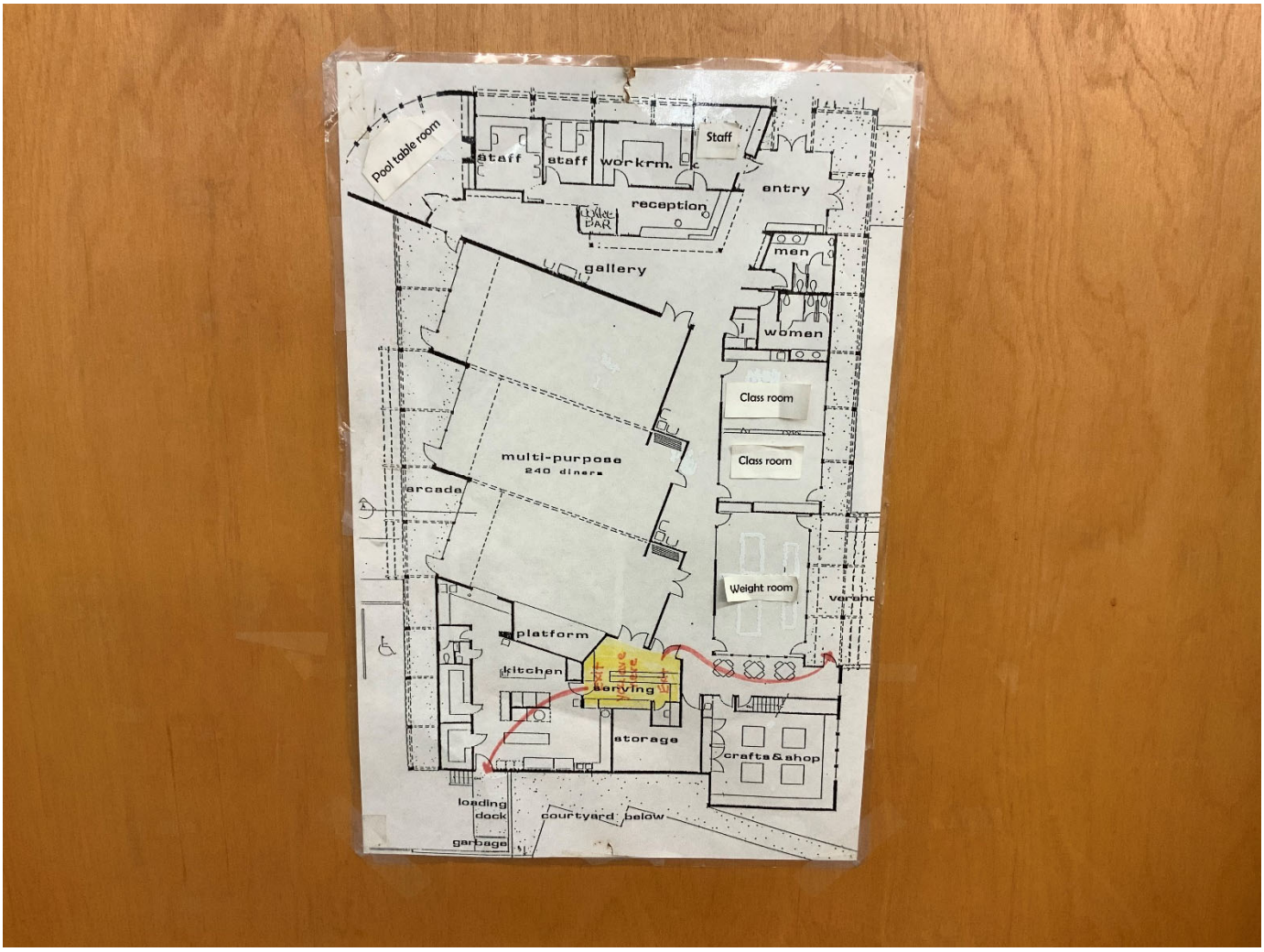
42	EXTERIOR BUILDING MOUNTED LIGHT

Site Plan



Project Number	Project Name
148392.21R000-002.017	Pioneer Center
Source	**On-Site Date**
Google Earth	March 12, 2021

Floor Plan



Project Number	Project Name
148392.21R000-002.017	Pioneer Center
Source	**On-Site Date**
Pioneer Community Center	March 12, 2021

BUREAU VERITAS FACILITY CONDITION ASSESSMENT:
PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Pioneer Center

Name of person completing form: Anne Crandall

Title / Association with property: Facility Maintenance Specialist

Length of time associated w/ property: 13 + years

Date Completed: 3/8/2021

Phone Number: 503-866-9997

Method of Completion: PRIOR: fully completed by client in advance

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

	DATA OVERVIEW	RESPONSE		
1	Year/s constructed / renovated	1976		
2	Building size in SF	16,000		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade		The beams and trim were replaced at the entrace on John Adams in 2017 and by workout room 2019
		Roof		
		Interiors		New carpet 2019. New flooring in multipurpose room 2020.
		HVAC		HVAC 1 and 1A replaced 2017
		Electrical		
		Site Pavement		Done in 2019
		Accessibility		

	QUESTION	RESPONSE
4	List other significant capital improvements (focus on recent years; provide approximate date).	Kitchen equipment, new freezer 6/2020
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	Replace HVAC #5 and #7. Replace windows with broken sealsReplace water heater. Replace chairs in dining room. I budget process now.

be any on-going extremely ematic, historically chronic, or iediate facility needs.	

ark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		x			
8	Are there any wall, window, basement or roof leaks?		x			
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?		x			
10	Are your elevators unreliable, with frequent service calls?				NA	
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?		X			Have had drainage problems in thepast
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?		X			
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?		X			
14	Is the electrical service outdated, undersized, or otherwise problematic?	X				Please investigate surge protection
15	Are there any problems or inadequacies with exterior lighting?	X				In adaquate
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.		X			2012
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?	X				In full

column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

QUESTION	RESPONSE				COMMENTS
	Yes	No	Unk	NA	
ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?		X			

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Pioneer Center

BV Project Number: 148392.21R000-002.017

Facility History & Interview

	Question	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property? If so, indicate when.	X			2012, Unknown company
2	Have any ADA improvements been made to the property since original construction? Elaborate, especially if fully or partially addressed as the result of a previous study.	X			
3	Has building ownership/management reported any ADA complaints or litigation?		X		

Pioneer Community Center: Accessibility Issues

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues	None*
Parking				☒
Exterior Route				☒
Building Entrances				☒
Interior Route				☒
Elevators		NA		
Public Restrooms			Restrooms	☐
Kitchens/Kitchenettes		NA		
Playgrounds & Pools		NA		

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Pioneer Community Center Accessibility: Photographic Overview

1 - ACCESSIBLE PARKING AREA

2 - ACCESSIBLE PARKING AREA

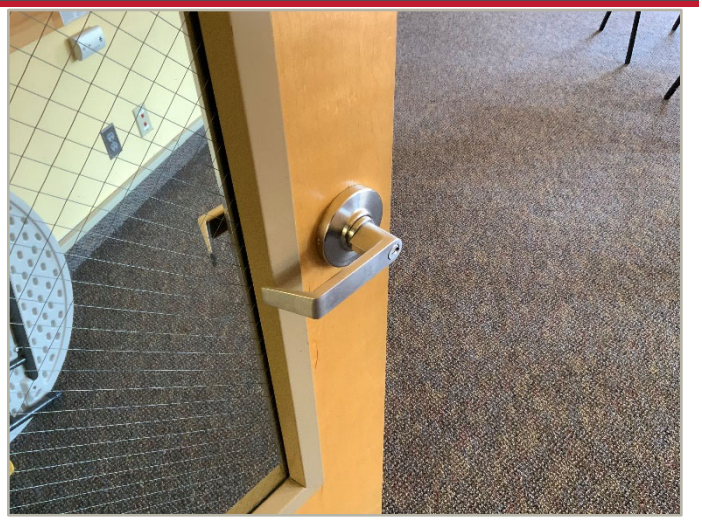
3 – EXTERIOR RAMP

4 - CURB CUT

5 - MAIN ACCESSIBLE ENTRANCE

6 – ALTERNATE ACCESSIBLE ENTRANCE

7 - INTERIOR PATH OF TRAVEL



8 – INTERIOR DOOR HARDWARE

11 - RESTROOM

12 – SINKS AND ACCESSORIES

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the data and photos above and/or the *Key Findings* section in the body of the report for visuals and/or more specifics about the particular subject site conditions.

Reference Guide

	Major Issues *(ADA study recommended)*	Moderate Issues *(ADA study recommended)*	Minor Issues
Parking	- Needs full reconstruction - Excessive slopes over 3% require major re-grading - No level locations to add required spaces	- No or non-compliant curb cuts - Moderate difficulty to add required accessible spaces - Slopes close to compliant	- Painting of markings needed - Signage height non-compliant - Signage missing
Exterior Route	- Large areas of sidewalks with excessive slopes - No ramp when needed - Ramps with excessive slopes	- Ramps need rails - Ramps need rail extensions - All or most entrance door exterior maneuvering clearance areas with excessive slopes	- One entrance door exterior maneuvering clearance area with excessive slope - Non-compliant signage
Building Entrances	- No compliant entrance exists - Exterior entry door/s not wide enough - Entrance vestibule requires complete reconstruction / reconfiguration due to clearance	- Need significant # of lever handles - Need to add or modify automatic door opener - Entrance vestibule requires limited reconfigurations	- A few door knobs instead of lever handles - Non-compliant door threshold
Interior Route	- All or most interior doors appear less than 32” wide - Corridors less than 36” wide - No ramp when needed - Ramps with excessive slopes - Non-compliant treads/risers at means of egress stairways	- Single height drinking fountains - Drinking fountain too high or protrudes into accessible route - Ramps need rails - Ramps need rail extensions - Need significant # of lever handles - Non-compliant rail extensions at egress stairways - All/most door thresholds high	- One door threshold too high - A few door knobs instead of lever handles - Non-compliant door pressures - Non-compliant signage - Switches not within reach range
Elevators	- No elevator present when required - Elevator cab too small	- Panel control buttons not at compliant height - No hands-free emergency communication system - Elevator only has mechanical stops	- Audible/visual signals at every floor may be lacking - Minor signage / Braille issues
Public Restrooms	- No ADA RR on each accessible floor - Restroom(s) too small - Entire restroom(s) requires renovation - Water closet clearance requires moving walls	- Interior doors appear less than 32” wide - Missing or non-compliant grab bars - Easily fixable clearance issues	- Minor height adjustments required - Non-compliant door pressures - Missing a visual strobe (only required if audible fire alarm already present) - Missing lavatory pipe wraps - Signage not compliant
Kitchens/Kitchenettes	- Clear space for each appliance not present - Clearance between opposing counters too narrow	- Sink and counter too high - Sink knee and toe clearance not provided where required (built-in) - Less than 50% of cabinetry within reach range	- Dispensers not within reach range - Switches not within reach range - Missing sink pipe wraps if knee and toe clearance required
Playgrounds & Pools	- Large areas of surfacing non-compliant - Install compliant play structures - No pool lift provided	- Small area/s of surfacing or equipment non-compliant - Moderate issues with path of travel to playground/pool	- Minor issues with path of travel to playground/pool

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	2,100 SF	6	2927994
B2020	Building exterior	Fair	Window, Aluminum Double-Glazed, up to 15 SF	20	15	2927928
B2020	Building exterior	Fair	Storefront, Glazing & Framing	400 SF	7	2927992
B2020	Building exterior	Fair	Window, Aluminum Double-Glazed, 16-25 SF	25	15	2927908
B2050	Building exterior	Fair	Exterior Door, Steel, Standard	1	15	2927906
B2050	Building exterior	Fair	Exterior Door, Aluminum-Framed & Glazed, Swinging or Sliding w/ Motor	1	7	2927918
B2050	Building exterior	Good	Exterior Door, Screened Aluminum, Residential	1	7	2927909
B2050	Building exterior	Fair	Exterior Door, Aluminum-Framed & Glazed, Residential Slider	10	7	2927971
B2050	Building exterior	Fair	Exterior Door, Aluminum-Framed & Glazed, Standard Swing	12	7	2927899
Roofing						
B3010	Roof	Fair	Roofing, Single-Ply Membrane, TPO/PVC	6,800 SF	12	2927949
B3010	Roof	Poor	Roofing, Metal	7,800 SF	2	2927907
Interiors						
C1010	Multipurpose room	Fair	Interior Wall Construction, Movable Partitions, Fabric 6' Height	80 LF	5	2927917
C1030	Throughout building	Fair	Interior Door, Aluminum-Framed & Glazed, Standard Swing	2	5	2927987
C1030	Throughout building	Fair	Interior Door, Aluminum-Framed & Glazed, Residential Slider	2	5	2927920
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	32	5	2927916
C1030	Throughout building	Fair	Interior Door, Steel, Standard	5	10	2927898
C1070	Throughout building	Fair	Suspended Ceilings, Acoustical Tile (ACT)	8,000 SF	5	2927941
C1090	Restrooms	Fair	Toilet Partitions, Metal	2	5	2927990
C1090	Restrooms	Fair	Toilet Partitions, Plastic/Laminate	2	5	2927956
C2010	Throughout building	Fair	Wall Finishes, Laminated Paneling (FRP)	9,000 SF	5	2927972
C2010	Throughout building	Fair	Wall Finishes, any surface, Prep & Paint	21,000 SF	5	2927948
C2030	Throughout building	Fair	Flooring, Vinyl Sheeting	370 SF	3	2927969
C2030	Throughout building	Good	Flooring, Laminate Faux Wood	5,000 SF	14	2927934
C2030	Kitchen	Good	Flooring, Rubber Compound	300 SF	10	2927922
C2030	Throughout building	Good	Flooring, Carpet, Commercial Tile	2,000 SF	9	2927943
C2030	Men's restroom	Fair	Flooring, Ceramic Tile	30 SF	3	2927984
C2030	Kitchen	Fair	Flooring, Ceramic Tile	500 SF	12	2927910
C2030	Throughout building	Good	Flooring, Carpet, Commercial Standard	7,500 SF	8	2927931
C2050	Throughout building	Fair	Ceiling Finishes, any flat surface, Prep & Paint	6,000 SF	5	2927935
C2050	Throughout building	Poor	Ceiling Finishes, Gypsum Board/Plaster	1,500 SF	1	2927913
Plumbing						
D2010	Boiler room	Fair	Water Heater, Gas, Commercial (200 MBH)	1	5	2927967
D2010	Throughout building	Fair	Sink/Lavatory, Wall-Hung, Vitreous China	4	3	2927921
D2010	Throughout building	Fair	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	16,000 SF	8	2927933
D2010	Restrooms	Fair	Urinal, Standard	2	3	2927946
D2010	Restrooms	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	4	5	2927954
D2010	Boiler room	Fair	Pump, Circulation, Domestic Water	1	5	2927962

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D2010	Kitchen	Fair	Water Heater, Electric, Commercial (12 kW), 30 to 80 GAL	1	9	2927958
D2010	Kitchen	Fair	Sink/Lavatory, Commercial Kitchen, 1-Bowl	3	10	2927911
D2010	Kitchen	Fair	Sink/Lavatory, Commercial Kitchen, 2-Bowl	1	10	2927912
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	7	3	2927951
D2010	Restrooms	Good	Drinking Fountain, Wall-Mounted, Single-Level	2	10	2928000
D2010	Kitchen	Poor	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures)	100 SF	1	2950511
D2010	Kitchen	Fair	Water Heater, Electric, Commercial (12 kW), 30 to 80 GAL	1	10	2927903
D2010	Restrooms	Good	Toilet, Commercial Water Closet	1	25	2927993
D2010	Throughout building	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	5	5	2927952
D2010	Utility closet	Fair	Sink/Lavatory, Service Sink, Floor	2	5	2927999
HVAC						
D3020	Kitchen	Fair	Unit Heater, Electric	2	3	2927926
D3020	Utility closet	Good	Furnace, Gas	2	16	2927961
D3020	Boiler room	Fair	Boiler Supplemental Components, Expansion Tank	1	25	2927940
D3030	Roof	Good	Split System, Condensing Unit/Heat Pump	2	11	2927915
D3050	Roof	Fair	Make-Up Air Unit, MUA or MAU	1	3	2927989
D3050	Roof	Poor	Packaged Unit, RTU, Pad or Roof-Mounted	1	0	2927901
D3050	Roof	Poor	Packaged Unit, RTU, Pad or Roof-Mounted	1	0	2927963
D3050	Throughout building	Fair	HVAC System, Ductwork, Medium Density	16,000 SF	10	2927976
D3050	Roof	Fair	Packaged Unit, RTU, Pad or Roof-Mounted	4	3	2927950
D3060	Roof	Good	Exhaust Fan, Roof or Wall-Mounted, 10" Damper	1	15	2927936
Fire Protection						
D4010	Downstairs	Fair	Fire Suppression System, Existing Sprinkler Heads, by SF	2,000 SF	4	2927966
D4010	Basement	Fair	Backflow Preventer, Fire Suppression	1	5	2927942
D4010	Throughout building	NA	Fire Suppression System, Full System Install/Retrofit, Medium Density/Complexity, Install	14,000 SF	4	2949007
D4010	Kitchen	Fair	Fire Suppression System, Commercial Kitchen, per LF of Hood	15 LF	7	2927904
D4030	Throughout building	Fair	Fire Extinguisher, Wet Chemical/CO2	9	5	2927959
Electrical						
D5020	Kitchen	Fair	Distribution Panel, 120/208 V	2	3	2927964
D5020	Electrical room	Fair	Switchboard, 120/208 V	1	5	2927927
D5030	Throughout building	Fair	Electrical System, Wiring & Switches, Average or Low Density/Complexity	16,000 SF	5	2927981
D5040	Throughout building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	16,000 SF	5	2927968
D5040	Throughout building	Fair	Emergency & Exit Lighting, Exit Sign, LED	15	3	2927945
Fire Alarm & Electronic Systems						
D7050	Electrical room	Fair	Fire Alarm Panel, Fully Addressable	1	7	2927997
D7050	Throughout building	Fair	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade	16,000 SF	3	2927988
D8010	Throughout building	Fair	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	16,000 SF	7	2927938
Equipment & Furnishings						
E1030	Kitchen	Fair	Foodservice Equipment, Walk-In, Refrigerator	1	12	2927986
E1030	Kitchen	Good	Foodservice Equipment, Food Warmer, Proofing Cabinet on Wheels	1	11	2927937
E1030	Kitchen	Fair	Foodservice Equipment, Steamer, Tabletop	1	5	2927914

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
E1030	Kitchen	Fair	Foodservice Equipment, Prep Table Refrigerated, Salad/Sandwich	1	3	2927955
E1030	Kitchen	Fair	Foodservice Equipment, Coffee Machine	1	3	2927923
E1030	Kitchen	Fair	Foodservice Equipment, Steam Kettle	1	3	2927975
E1030	Kitchen	Fair	Foodservice Equipment, Refrigerator, 1-Door Reach-In	1	5	2927985
E1030	Kitchen	Fair	Foodservice Equipment, Dishwasher Commercial	1	3	2927924
E1030	Kitchen	Fair	Foodservice Equipment, Convection Oven, Double	1	3	2927905
E1030	Kitchen	Fair	Foodservice Equipment, Steamer, Tabletop	1	5	2927979
E1030	Kitchen	Good	Foodservice Equipment, Icemaker, Freestanding	1	10	2927930
E1030	Kitchen	Fair	Foodservice Equipment, Freezer, 3-Door Reach-In	1	8	2927957
E1030	Kitchen	Fair	Foodservice Equipment, Exhaust Hood, 3 to 6 LF	1	3	2927973
E1030	Kitchen	Fair	Foodservice Equipment, Exhaust Hood, 8 to 10 LF	1	3	2927980
E1030	Kitchen	Fair	Foodservice Equipment, Refrigerator, 2-Door Reach-In	1	5	2927983
E1030	Kitchen	Fair	Foodservice Equipment, Tilting Skillet	1	3	2927939
E1030	Kitchen	Fair	Foodservice Equipment, Garbage Disposal, 1 to 3 HP	1	3	2927965
E1030	Kitchen	Good	Foodservice Equipment, Freezer, 3-Door Reach-In	1	14	2927977
E1030	Kitchen	Fair	Foodservice Equipment, Walk-In, Evaporator for Refigerator/Freezer	1	9	2927925
E1030	Kitchen	Fair	Foodservice Equipment, Range, 2-Burner	1	3	2927970
E1030	Kitchen	Fair	Foodservice Equipment, Mixer, Freestanding	1	3	2927974
E1060	Boiler room	Fair	Residential Appliances, Clothes Dryer	1	3	2927960
E1060	Class 1	Fair	Residential Appliances, Range, Electric	1	3	2927953
E1060	Boiler room	Fair	Residential Appliances, Washer	1	3	2927982
E1060	Class 1	Fair	Residential Appliances, Refrigerator Mini, 3 to 5 CF	1	3	2927998
E2010	Throughout building	Fair	Casework, Cabinetry, Hardwood Standard	80 LF	3	2927947
E2010	Throughout building	Fair	Casework, Countertop, Plastic Laminate	50 LF	3	2927902
Pedestrian Plazas & Walkways						
G2020	Site	Good	Parking Lots, Pavement, Asphalt, Mill & Overlay	25,800 SF	23	2927900
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	25,800 SF	3	2927919
Sitework						
G2060	Site	Good	Park Bench, Metal Powder-Coated	6	15	2927978
G2060	Site	Good	Trash Receptacle, Medium-Duty Metal or Precast	3	15	2927995
G2060	Site	Good	Picnic Table, Metal Powder-Coated	3	15	2927929
G2080	Site	Fair	Irrigation System, Pop-Up Spray Heads, Commercial	20,800 SF	12	2927991
G4050	Site	Good	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement	3	15	2927996
G4050	Building exterior	Good	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	22	17	2927944

Replacement Reserves Report

Pioneer Community Center

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Pioneer Community Center	$33,800	$18,674	$139,848	$464,888	$106,811	$895,421	$9,779	$189,302	$412,787	$50,886	$171,390	$21,774	$297,300	$91,847	$82,194	$242,537	$24,408	$19,553	$205,979	$29,634	$84,291	**$3,593,101**
Grand Total	**$33,800**	**$18,674**	**$139,848**	**$464,888**	**$106,811**	**$895,421**	**$9,779**	**$189,302**	**$412,787**	**$50,886**	**$171,390**	**$21,774**	**$297,300**	**$91,847**	**$82,194**	**$242,537**	**$24,408**	**$19,553**	**$205,979**	**$29,634**	**$84,291**	**$3,593,101**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2927994	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	4	6	2100	SF	$3.90	$8,190							$8,190										$8,190						**$16,380**
B2020	2927928	Window, Aluminum Double-Glazed, up to 15 SF, Replace	30	15	15	20	EA	$845.00	$16,900																$16,900							**$16,900**
B2020	2927908	Window, Aluminum Double-Glazed, 16-25 SF, Replace	30	15	15	25	EA	$1,235.00	$30,875																$30,875							**$30,875**
B2020	2927992	Storefront, Glazing & Framing, Replace	30	23	7	400	SF	$71.50	$28,600								$28,600															**$28,600**
B2050	2927918	Exterior Door, Aluminum-Framed & Glazed, Swinging or Sliding w/ Motor, Replace	30	23	7	1	EA	$14,300.00	$14,300								$14,300															**$14,300**
B2050	2927971	Exterior Door, Aluminum-Framed & Glazed, Residential Slider, Replace	25	18	7	10	EA	$1,105.00	$11,050								$11,050															**$11,050**
B2050	2927899	Exterior Door, Aluminum-Framed & Glazed, Standard Swing, Replace	30	23	7	12	EA	$1,690.00	$20,280								$20,280															**$20,280**
B2050	2927906	Exterior Door, Steel, Standard, Replace	40	25	15	1	EA	$780.00	$780																$780							**$780**
B2050	2927909	Exterior Door, Screened Aluminum, Residential, Replace	10	3	7	1	EA	$390.00	$390								$390										$390					**$780**
B3010	2927907	Roofing, Metal, Replace	40	38	2	7800	SF	$16.90	$131,820			$131,820																				**$131,820**
B3010	2927949	Roofing, Single-Ply Membrane, TPO/PVC, Replace	20	8	12	6800	SF	$22.10	$150,280													$150,280										**$150,280**
C1010	2927917	Interior Wall Construction, Movable Partitions, Fabric 6' Height, Replace	25	20	5	80	LF	$38.22	$3,058						$3,058																	**$3,058**
C1030	2927987	Interior Door, Aluminum-Framed & Glazed, Standard Swing, Replace	40	35	5	2	EA	$1,690.00	$3,380						$3,380																	**$3,380**
C1030	2927916	Interior Door, Wood, Solid-Core, Replace	40	35	5	32	EA	$910.00	$29,120						$29,120																	**$29,120**
C1030	2927898	Interior Door, Steel, Standard, Replace	40	30	10	5	EA	$780.00	$3,900											$3,900												**$3,900**
C1030	2927920	Interior Door, Aluminum-Framed & Glazed, Residential Slider, Replace	25	20	5	2	EA	$1,105.00	$2,210						$2,210																	**$2,210**
C1070	2927941	Suspended Ceilings, Acoustical Tile (ACT), Replace	25	20	5	8000	SF	$4.55	$36,400						$36,400																	**$36,400**
C1090	2927990	Toilet Partitions, Metal, Replace	20	15	5	2	EA	$1,105.00	$2,210						$2,210																	**$2,210**
C1090	2927956	Toilet Partitions, Plastic/Laminate, Replace	20	15	5	2	EA	$975.00	$1,950						$1,950																	**$1,950**
C2010	2927972	Wall Finishes, Laminated Paneling (FRP), Replace	30	25	5	9000	SF	$20.80	$187,200						$187,200																	**$187,200**
C2010	2927948	Wall Finishes, any surface, Prep & Paint	10	5	5	21000	SF	$1.95	$40,950						$40,950										$40,950							**$81,900**
C2030	2927984	Flooring, Ceramic Tile, Replace	40	37	3	30	SF	$23.40	$702				$702																			**$702**
C2030	2927910	Flooring, Ceramic Tile, Replace	40	28	12	500	SF	$23.40	$11,700													$11,700										**$11,700**
C2030	2927969	Flooring, Vinyl Sheeting, Replace	15	12	3	370	SF	$9.10	$3,367				$3,367															$3,367				**$6,734**
C2030	2927922	Flooring, Rubber Compound, Replace	15	5	10	300	SF	$11.70	$3,510											$3,510												**$3,510**
C2030	2927934	Flooring, Laminate Faux Wood, Replace	15	1	14	5000	SF	$9.10	$45,500															$45,500								**$45,500**
C2030	2927931	Flooring, Carpet, Commercial Standard, Replace	10	2	8	7500	SF	$9.75	$73,125									$73,125										$73,125				**$146,250**
C2030	2927943	Flooring, Carpet, Commercial Tile, Replace	10	1	9	2000	SF	$8.45	$16,900										$16,900										$16,900			**$33,800**
C2050	2927913	Ceiling Finishes, Gypsum Board/Plaster, Replace	50	49	1	1500	SF	$10.40	$15,600		$15,600																					**$15,600**
C2050	2927935	Ceiling Finishes, any flat surface, Prep & Paint	10	5	5	6000	SF	$2.60	$15,600						$15,600										$15,600							**$31,200**
D2010	2927967	Water Heater, Gas, Commercial (200 MBH), Replace	20	15	5	1	EA	$21,580.00	$21,580						$21,580																	**$21,580**
D2010	2927962	Pump, Circulation, Domestic Water, Replace	15	10	5	1	EA	$3,380.00	$3,380						$3,380															$3,380		**$6,760**
D2010	2927958	Water Heater, Electric, Commercial (12 kW), 30 to 80 GAL, Replace	20	11	9	1	EA	$16,120.00	$16,120										$16,120													**$16,120**
D2010	2927903	Water Heater, Electric, Commercial (12 kW), 30 to 80 GAL, Replace	20	10	10	1	EA	$16,120.00	$16,120											$16,120									$16,120			**$16,120**
D2010	2950511	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	40	39	1	100	SF	$25.30	$2,530		$2,530																					**$2,530**
D2010	2927933	Plumbing System, Supply & Sanitary, Medium Density (excludes fixtures), Replace	40	32	8	16000	SF	$14.30	$228,800									$228,800														**$228,800**
D2010	2927921	Sink/Lavatory, Wall-Hung, Vitreous China, Replace	30	27	3	4	EA	$1,950.00	$7,800				$7,800																			**$7,800**
D2010	2927946	Urinal, Standard, Replace	30	27	3	2	EA	$1,430.00	$2,860				$2,860																			**$2,860**
D2010	2927951	Toilet, Commercial Water Closet, Replace	30	27	3	7	EA	$1,690.00	$11,830				$11,830																			**$11,830**
D2010	2927954	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace	30	25	5	4	EA	$1,430.00	$5,720						$5,720																	**$5,720**
D2010	2927952	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	25	5	5	EA	$1,560.00	$7,800						$7,800																	**$7,800**
D2010	2927999	Sink/Lavatory, Service Sink, Floor, Replace	35	30	5	2	EA	$1,040.00	$2,080						$2,080																	**$2,080**
D2010	2927911	Sink/Lavatory, Commercial Kitchen, 1-Bowl, Replace	30	20	10	3	EA	$2,080.00	$6,240											$6,240												**$6,240**
D2010	2927912	Sink/Lavatory, Commercial Kitchen, 2-Bowl, Replace	30	20	10	1	EA	$2,730.00	$2,730											$2,730												**$2,730**
D2010	2928000	Drinking Fountain, Wall-Mounted, Single-Level, Replace	15	5	10	2	EA	$1,560.00	$3,120											$3,120												**$3,120**
D3020	2927961	Furnace, Gas, Replace	20	4	16	2	EA	$3,510.00	$7,020																	$7,020						**$7,020**
D3020	2927926	Unit Heater, Electric, Replace	20	17	3	2	EA	$2,340.00	$4,680				$4,680																			**$4,680**
D3030	2927915	Split System, Condensing Unit/Heat Pump, Replace	15	4	11	2	EA	$6,760.00	$13,520												$13,520											**$13,520**
D3050	2927901	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	20	20	0	1	EA	$19,500.00	$19,500	$19,500																				$19,500		**$39,000**
D3050	2927963	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	20	20	0	1	EA	$14,300.00	$14,300	$14,300																				$14,300		**$28,600**
D3050	2927989	Make-Up Air Unit, MUA or MAU, Replace	20	17	3	1	EA	$62,400.00	$62,400				$62,400																			**$62,400**
D3050	2927950	Packaged Unit, RTU, Pad or Roof-Mounted, Replace	20	17	3	4	EA	$9,750.00	$39,000				$39,000																			**$39,000**
D3050	2927976	HVAC System, Ductwork, Medium Density, Replace	30	20	10	16000	SF	$5.20	$83,200											$83,200												**$83,200**
D3060	2927936	Exhaust Fan, Roof or Wall-Mounted, 10" Damper, Replace	20	5	15	1	EA	$1,560.00	$1,560																$1,560							**$1,560**
D4010	2927966	Fire Suppression System, Existing Sprinkler Heads, by SF, Replace	25	21	4	2000	SF	$1.95	$3,900					$3,900																		**$3,900**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	Age	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
D4010	2949007	Fire Suppression System, Full System Install/Retrofit, Medium Density/Complexity, Install	40	36	4	14000	SF	$6.50	$91,000					$91,000																	**$91,000**
D4010	2927942	Backflow Preventer, Fire Suppression, Replace	30	25	5	1	EA	$4,160.00	$4,160						$4,160																**$4,160**
D4010	2927904	Fire Suppression System, Commercial Kitchen, per LF of Hood, Replace	20	13	7	15	LF	$520.00	$7,800								$7,800														**$7,800**
D4030	2927959	Fire Extinguisher, Wet Chemical/CO2, Replace	10	5	5	9	EA	$390.00	$3,510						$3,510										$3,510						**$7,020**
D5020	2927927	Switchboard, 120/208 V, Replace	40	35	5	1	EA	$156,000.00	$156,000						$156,000																**$156,000**
D5020	2927964	Distribution Panel, 120/208 V, Replace	30	27	3	2	EA	$9,100.00	$18,200				$18,200																		**$18,200**
D5030	2927981	Electrical System, Wiring & Switches, Average or Low Density/Complexity, Replace	40	35	5	16000	SF	$3.25	$52,000						$52,000																**$52,000**
D5040	2927945	Emergency & Exit Lighting, Exit Sign, LED, Replace	10	7	3	15	EA	$286.00	$4,290				$4,290										$4,290								**$8,580**
D5040	2927968	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	20	15	5	16000	SF	$10.40	$166,400						$166,400																**$166,400**
D7050	2927988	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade	20	17	3	16000	SF	$3.90	$62,400				$62,400																		**$62,400**
D7050	2927997	Fire Alarm Panel, Fully Addressable, Replace	15	8	7	1	EA	$19,500.00	$19,500								$19,500														**$19,500**
D8010	2927938	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade	15	8	7	16000	SF	$3.25	$52,000								$52,000														**$52,000**
E1030	2927955	Foodservice Equipment, Prep Table Refrigerated, Salad/Sandwich, Replace	15	12	3	1	EA	$6,110.00	$6,110				$6,110															$6,110			**$12,220**
E1030	2927923	Foodservice Equipment, Coffee Machine, Replace	10	7	3	1	EA	$2,600.00	$2,600				$2,600										$2,600								**$5,200**
E1030	2927975	Foodservice Equipment, Steam Kettle, Replace	20	17	3	1	EA	$39,000.00	$39,000				$39,000																		**$39,000**
E1030	2927924	Foodservice Equipment, Dishwasher Commercial, Replace	10	7	3	1	EA	$27,950.00	$27,950				$27,950										$27,950								**$55,900**
E1030	2927905	Foodservice Equipment, Convection Oven, Double, Replace	10	7	3	1	EA	$12,350.00	$12,350				$12,350										$12,350								**$24,700**
E1030	2927973	Foodservice Equipment, Exhaust Hood, 3 to 6 LF, Replace	15	12	3	1	EA	$4,290.00	$4,290				$4,290															$4,290			**$8,580**
E1030	2927980	Foodservice Equipment, Exhaust Hood, 8 to 10 LF, Replace	15	12	3	1	EA	$5,850.00	$5,850				$5,850															$5,850			**$11,700**
E1030	2927939	Foodservice Equipment, Tilting Skillet, Replace	20	17	3	1	EA	$31,850.00	$31,850				$31,850																		**$31,850**
E1030	2927965	Foodservice Equipment, Garbage Disposal, 1 to 3 HP, Replace	15	12	3	1	EA	$4,940.00	$4,940				$4,940															$4,940			**$9,880**
E1030	2927970	Foodservice Equipment, Range, 2-Burner, Replace	15	12	3	1	EA	$2,210.00	$2,210				$2,210															$2,210			**$4,420**
E1030	2927974	Foodservice Equipment, Mixer, Freestanding, Replace	25	22	3	1	EA	$18,200.00	$18,200				$18,200																		**$18,200**
E1030	2927914	Foodservice Equipment, Steamer, Tabletop, Replace	10	5	5	1	EA	$9,100.00	$9,100						$9,100										$9,100						**$18,200**
E1030	2927985	Foodservice Equipment, Refrigerator, 1-Door Reach-In, Replace	15	10	5	1	EA	$3,510.00	$3,510						$3,510															$3,510	**$7,020**
E1030	2927979	Foodservice Equipment, Steamer, Tabletop, Replace	10	5	5	1	EA	$9,100.00	$9,100						$9,100										$9,100						**$18,200**
E1030	2927983	Foodservice Equipment, Refrigerator, 2-Door Reach-In, Replace	15	10	5	1	EA	$5,980.00	$5,980						$5,980															$5,980	**$11,960**
E1030	2927957	Foodservice Equipment, Freezer, 3-Door Reach-In, Replace	15	7	8	1	EA	$8,840.00	$8,840									$8,840													**$8,840**
E1030	2927925	Foodservice Equipment, Walk-In, Evaporator for Refigerator/Freezer, Replace	15	6	9	1	EA	$5,980.00	$5,980										$5,980												**$5,980**
E1030	2927930	Foodservice Equipment, Icemaker, Freestanding, Replace	15	5	10	1	EA	$8,710.00	$8,710											$8,710											**$8,710**
E1030	2927937	Foodservice Equipment, Food Warmer, Proofing Cabinet on Wheels, Replace	15	4	11	1	EA	$2,210.00	$2,210												$2,210										**$2,210**
E1030	2927986	Foodservice Equipment, Walk-In, Refrigerator, Replace	20	8	12	1	EA	$19,500.00	$19,500													$19,500									**$19,500**
E1030	2927977	Foodservice Equipment, Freezer, 3-Door Reach-In, Replace	15	1	14	1	EA	$8,840.00	$8,840															$8,840							**$8,840**
E1060	2927960	Residential Appliances, Clothes Dryer, Replace	15	12	3	1	EA	$845.00	$845				$845															$845			**$1,690**
E1060	2927953	Residential Appliances, Range, Electric, Replace	15	12	3	1	EA	$806.00	$806				$806															$806			**$1,612**
E1060	2927982	Residential Appliances, Washer, Replace	15	12	3	1	EA	$1,105.00	$1,105				$1,105															$1,105			**$2,210**
E1060	2927998	Residential Appliances, Refrigerator Mini, 3 to 5 CF, Replace	10	7	3	1	EA	$260.00	$260				$260										$260								**$520**
E2010	2927947	Casework, Cabinetry, Hardwood Standard, Replace	20	17	3	80	LF	$390.00	$31,200				$31,200																		**$31,200**
E2010	2927902	Casework, Countertop, Plastic Laminate, Replace	15	12	3	50	LF	$65.00	$3,250				$3,250															$3,250			**$6,500**
G2020	2927919	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	2	3	25800	SF	$0.59	$15,093				$15,093					$15,093					$15,093						$15,093			**$60,372**
G2060	2927978	Park Bench, Metal Powder-Coated, Replace	20	5	15	6	EA	$910.00	$5,460																$5,460						**$5,460**
G2060	2927995	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	3	EA	$910.00	$2,730																$2,730						**$2,730**
G2060	2927929	Picnic Table, Metal Powder-Coated, Replace	20	5	15	3	EA	$910.00	$2,730																$2,730						**$2,730**
G2080	2927991	Irrigation System, Pop-Up Spray Heads, Commercial, Replace	20	8	12	20800	SF	$1.30	$27,040													$27,040									**$27,040**
G4050	2927996	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace	20	5	15	3	EA	$5,460.00	$16,380																$16,380						**$16,380**
G4050	2927944	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	3	17	22	EA	$520.00	$11,440																		$11,440				**$11,440**
Totals, Unescalated										**$33,800**	**$18,130**	**$131,820**	**$425,438**	**$94,900**	**$772,398**	**$8,190**	**$153,920**	**$325,858**	**$39,000**	**$127,530**	**$15,730**	**$208,520**	**$62,543**	**$54,340**	**$155,675**	**$15,210**	**$11,830**	**$120,991**	**$16,900**	**$46,670**	**$2,839,393**
Totals, Escalated (3.0% inflation, compounded annually)										**$33,800**	**$18,674**	**$139,848**	**$464,888**	**$106,811**	**$895,421**	**$9,779**	**$189,302**	**$412,787**	**$50,886**	**$171,390**	**$21,774**	**$297,300**	**$91,847**	**$82,194**	**$242,537**	**$24,408**	**$19,553**	**$205,979**	**$29,634**	**$84,291**	**$3,593,101**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Richard Bloom Tots' Park
802 6th Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-033.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 23, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	802 6th Street, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	0.19 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	N/A street parking
Date(s) of Visit	March 25, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Richard Bloom Tots' Park is located at 802 6th Street. Richard Bloom Tots' Park is located across from the Carnegie Center and very close to the library. The park consists of a playground and a small restroom structure.

Site & Amenities

The restroom structure is completely abandoned and has not been used for a while, the door handle is broken at the west side restroom. Otherwise, the site amenities appear to be in good condition and conveys the impression of being well maintained.

Recommended Additional Studies

No additional studies recommended at this time.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	$7,525	-	$10,113	$17,638
Roofing	-	-	$3,849	-	-	$3,849
Interiors	$520	-	-	-	-	$520
Plumbing	-	-	-	$8,385	-	$8,385
Site Development	-	$2,758	$5,575	$10,214	$62,482	$81,029
Site Pavement	-	-	-	-	-	-
TOTALS	**$600**	**$2,800**	**$17,000**	**$18,600**	**$72,600**	**$111,600**

Immediate Needs

Facility/Building	Total Items	Total Cost
Restroom Building	1	$500
Total	**1**	**$500**

Restroom Building

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2946852	Richard Bloom Tots' Park / Restroom Building	Restroom	C1030	Door Hardware, School, per Door, Replace	Poor	Performance/Integrity	$500
Total (1 items)							**$500**

Key Findings

Door Hardware in Poor condition.

School, per Door
Restroom Building Richard Bloom Tots' Park Restroom

Uniformat Code: C1039
Recommendation: **Replace in 2021**

Priority Score: **84.9**

Plan Type: Performance/Integrity

Cost Estimate: $500

**$**$$$

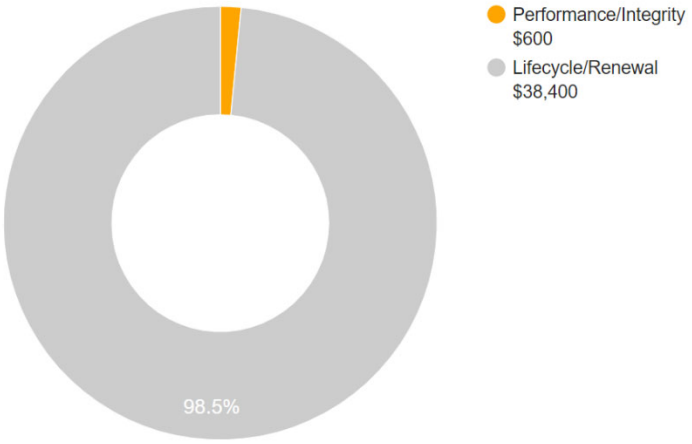
Door hardware broken - AssetCALC ID: 2946852

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $39,000

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Multi-Purpose, Medium	1 EA	Good
Play Structures	Swing set, 2 seats	1 EA	Good
Trash Receptacle	Portable, Light-Duty	3 EA	Fair
Trash Receptacle	Heavy-Duty	1 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Wood Board fencing and a bench		
Ancillary Buildings	Restroom structure		

General Site Information

Fields and Lots	Play surfaces and play structures
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Abandoned restroom and broken door handle.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility study is currently recommended since no major or moderate issues were identified at the subject site. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Richard Bloom Tots' Park, 802 6th Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
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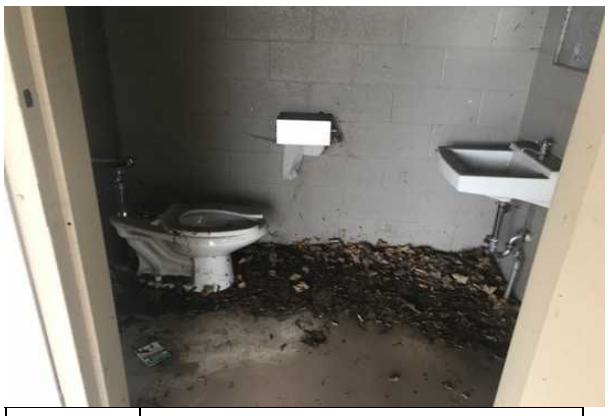
1	OVERVIEW

2	PLAYGROUND

3	RESTROOM STRUCTURE

4	ROOF



5	EAST RESTROOM

6	WEST RESTROOM

7	PLAYGROUND

8	SWING SET

9	PARK BENCH

10	OVERVIEW OF PARKING AREA

11	WOOD BOARD FENCING

12	DOOR HARDWARE

Site Plan

Project Number	Project Name
148392.21R000-033.017	Richard Bloom Tots' Park
Source	**On-Site Date**
Orcity.org	March 23, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Richard Bloom Tots' Park

BV Project Number: 148392.21R000-033.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA

NA

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	X			
2	Has the play area been reviewed for accessibility ?		X		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

Component Condition Report | Richard Bloom Tots' Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Building exterior	Fair	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	675 SF	5	2946873
Pedestrian Plazas & Walkways						
G2030	Site	Fair	Sidewalk, Concrete, Small Areas/Sections	750 SF	25	2946886
Athletic, Recreational & Playfield Areas						
G2050	Playground	Good	Play Structure, Multipurpose, Medium	1	15	2946851
G2050	Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	1,000 SF	2	2946854
G2050	Site	Good	Play Structure, Swing Set, 4 Seats	1	15	2946846
Sitework						
G2060	Site	Fair	Fences & Gates, Fence, Wood Board 6'	100 LF	7	2946848
G2060	Site	Fair	Park Bench, Wood	2	5	2946853
G2060	Site	Fair	Trash Receptacle, Heavy-Duty Fixed Concrete	1	10	2946850

Component Condition Report | Richard Bloom Tots' Park / Restroom Building

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restroom	Fair	Exterior Walls, Walls and soffit, Prep & Paint	1,050 SF	3	2946847
Roofing						
B3010	Restroom	Fair	Roofing, Asphalt Shingle, 20-Year Standard	500 SF	4	2946875
Interiors						
C1030	Restroom	Poor	Door Hardware, School, per Door	1	0	2946852
Plumbing						
D2010	Restroom	Fair	Toilet, Commercial Water Closet	2	10	2946872
D2010	Restroom	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	2	10	2946874

Replacement Reserves Report

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Richard Bloom Tots' Park	$0	$0	$2,758	$0	$0	$8,628	$0	$4,477	$3,294	$0	$2,446	$3,599	$0	$0	$3,933	$50,061	$0	$4,297	$0	$0	$4,696	**$88,189**
Richard Bloom Tots' Park / Restroom Building	$520	$0	$0	$4,475	$3,849	$0	$0	$0	$0	$0	$8,386	$0	$0	$6,014	$0	$0	$0	$0	$0	$0	$0	**$23,244**
Grand Total	**$520**	**$0**	**$2,758**	**$4,475**	**$3,849**	**$8,628**	**$0**	**$4,477**	**$3,294**	**$0**	**$10,832**	**$3,599**	**$0**	**$6,014**	**$3,933**	**$50,061**	**$0**	**$4,297**	**$0**	**$0**	**$4,696**	**$111,433**

Richard Bloom Tots' Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2946873	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	5	5	675	SF	$3.90	$2,633						$2,633										$2,633						**$5,265**
G2050	2946854	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	1000	SF	$2.60	$2,600			$2,600			$2,600			$2,600			$2,600			$2,600			$2,600			$2,600	**$18,200**
G2050	2946851	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2946846	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$3,500.00	$3,500																$3,500						**$3,500**
G2060	2946853	Park Bench, Wood, Replace	20	15	5	2	EA	$1,105.00	$2,210						$2,210																**$2,210**
G2060	2946848	Fences & Gates, Fence, Wood Board 6', Replace	20	13	7	100	LF	$36.40	$3,640								$3,640														**$3,640**
G2060	2946850	Trash Receptacle, Heavy-Duty Fixed Concrete, Replace	25	15	10	1	EA	$1,820.00	$1,820											$1,820											**$1,820**
Totals, Unescalated										**$0**	**$0**	**$2,600**	**$0**	**$0**	**$7,443**	**$0**	**$3,640**	**$2,600**	**$0**	**$1,820**	**$2,600**	**$0**	**$0**	**$2,600**	**$32,133**	**$0**	**$2,600**	**$0**	**$0**	**$2,600**	**$60,635**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$2,758**	**$0**	**$0**	**$8,628**	**$0**	**$4,477**	**$3,294**	**$0**	**$2,446**	**$3,599**	**$0**	**$0**	**$3,933**	**$50,061**	**$0**	**$4,297**	**$0**	**$0**	**$4,696**	**$88,189**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Richard Bloom Tots' Park / Restroom Building

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2946847	Exterior Walls, Walls and soffit, Prep & Paint	10	7	3	1050	SF	$3.90	$4,095				$4,095										$4,095								**$8,190**
B3010	2946875	Roofing, Asphalt Shingle, 20-Year Standard, Replace	20	16	4	500	SF	$6.84	$3,420					$3,420																	**$3,420**
C1030	2946852	Door Hardware, School, per Door, Replace	30	30	0	1	EA	$520.00	$520	$520																					**$520**
D2010	2946872	Toilet, Commercial Water Closet, Replace	30	20	10	2	EA	$1,690.00	$3,380											$3,380											**$3,380**
D2010	2946874	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace	30	20	10	2	EA	$1,430.00	$2,860											$2,860											**$2,860**
Totals, Unescalated										**$520**	**$0**	**$0**	**$4,095**	**$3,420**	**$0**	**$0**	**$0**	**$0**	**$0**	**$6,240**	**$0**	**$0**	**$4,095**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$18,370**
Totals, Escalated (3.0% inflation, compounded annually)										**$520**	**$0**	**$0**	**$4,475**	**$3,849**	**$0**	**$0**	**$0**	**$0**	**$0**	**$8,386**	**$0**	**$0**	**$6,014**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$23,244**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Draft - For Discussion Purposes Only

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Rivercrest Park
131 Park Drive,
Oregon City, Oregon 97045

PREPARED BY:
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Program Manager
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BV PROJECT #:
148392.21R000-034.021

DATE OF REPORT:
April 7, 2021

ON SITE DATE:
March 25, 2021

Draft - For Discussion Purposes Only

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	131 Park Drive, Oregon City, Oregon 97045
Site Developed	Unknown but more than 10 years old
Lot Size	6.5 acres (estimated)
Number of Substantial Buildings	1
Parking Spaces	26 total street parking spaces around the perimeter or parks; 4 of which are accessible.
Date(s) of Visit	March 25, 2021
Management Point of Contact	Oregon City, Denise Conrad, Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Bhaskar Ale
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

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Park Findings and Deficiencies

Historical Summary

Rivercrest Park is located in the city of Oregon City at the intersection of Park Avenue and Harding Boulevard. The park includes a spray park, tennis courts, basketball courts, softball diamonds, playgrounds, picnic shelters, picnic tables, and restroom building.

Architectural

The only building onsite was a CMU framed restroom building. No issues were observed with the metal roof.

No issues were observed with the picnic shelters either.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There was no heating or cooling onsite at the restroom building. The only ventilation was provided by wall mounted exhaust fans.

There was hot water provided to the restrooms by electric water heater located in the restroom storage. No issues were observed with the spray park equipment and controls inside the building.

Site and Amenities

There were two picnic tables that were showing significant wearing and deterioration. The park benches were also worn out and will need replacement.

A significant concrete crack was observed near the bench on the tennis court. It will need to be sealed and regraded to prevent trip hazards on the playing surface.

Recommended Additional Studies

Some areas of the facility were identified as having major or moderate accessibility issues. Bureau Veritas recommends a study be performed to take measurements, provide additional itemized details, research local requirements, and, if necessary, estimate the scope and cost of any required improvements. The cost of this study is included in the cost tables. Due to the lack of measurements and itemized findings at this point in time, the costs for any possible subsequent repairs or improvements are not currently included.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	-	$44,282	$44,282
Roofing	-	-	-	$2,358	$113,554	$115,912
Interiors	-	-	$1,316	-	$1,769	$3,085
Plumbing	-	-	$1,356	$95,510	$47,614	$144,480
HVAC	-	-	-	$5,763	-	$5,763
Electrical	-	-	-	$12,579	$4,050	$16,629
Special Construction & Demo	-	-	-	-	$43,037	$43,037
Site Development	-	$6,370	$9,283	$49,088	$340,767	$405,508
Site Pavement	-	-	-	-	$85,065	$85,065
Site Utilities	-	-	$2,411	-	-	$2,411
Accessibility	$9,750	-	-	-	-	$9,750
TOTALS	**$9,800**	**$6,400**	**$14,400**	**$165,300**	**$680,200**	**$876,100**

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Immediate Needs

Facility/Building	Total Items	Total Cost
Rivercrest Park	1	$9,800
Total	**1**	**$9,800**

Rivercrest Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2944920	Rivercrest Park	Playground	Y1090	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	NA	Accessibility	$9,800
Total (1 items)							**$9,800**

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Key Findings

Include/Exclude

Athletic Surfaces & Courts in **Poor** condition.

Tennis court, Concrete Pavement (Uniformat Code: G2050)

Rivercrest Park Tennis Court

Recommendation: **Replace/Install** in 2023.

Small area in tennis court showing signs of cracks and failure.
AssetCalc ID: 2942450

Priority Score **82.7**

Plan Type: Performance/Integrity

Cost Estimate: $ 1,500

$$$$

Include/Exclude

Park Bench in **Poor** condition.

Wood (Uniformat Code: G2060)

Rivercrest Park Site

Recommendation: **Replace** in 2022.

Benches are worn out and needs to be replaced in the near future.
AssetCalc ID: 2942459

Priority Score **81.8**

Plan Type: Performance/Integrity

Cost Estimate: $ 3,100

$$$$

Include/Exclude

Picnic Table in **Poor** condition.

Wood (Uniformat Code: G2060)

Rivercrest Park Site

Recommendation: **Replace** in 2022.

Picnic tables showing signs of wearing and deterioration.
AssetCalc ID: 2942480

Priority Score **81.8**

Plan Type: Performance/Integrity

Cost Estimate: $ 1,600

$$$$

Include/Exclude

ADA Miscellaneous

Level III Study, Includes Measurements (Uniformat Code: Y1090)

Rivercrest Park Playground

Recommendation: **Evaluate/Report** in 2021.

ADA Study recommended for access to the playground.
AssetCalc ID: 2944920

Priority Score **63.9**

Plan Type: Accessibility

Cost Estimate: $ 9,800

$$$$

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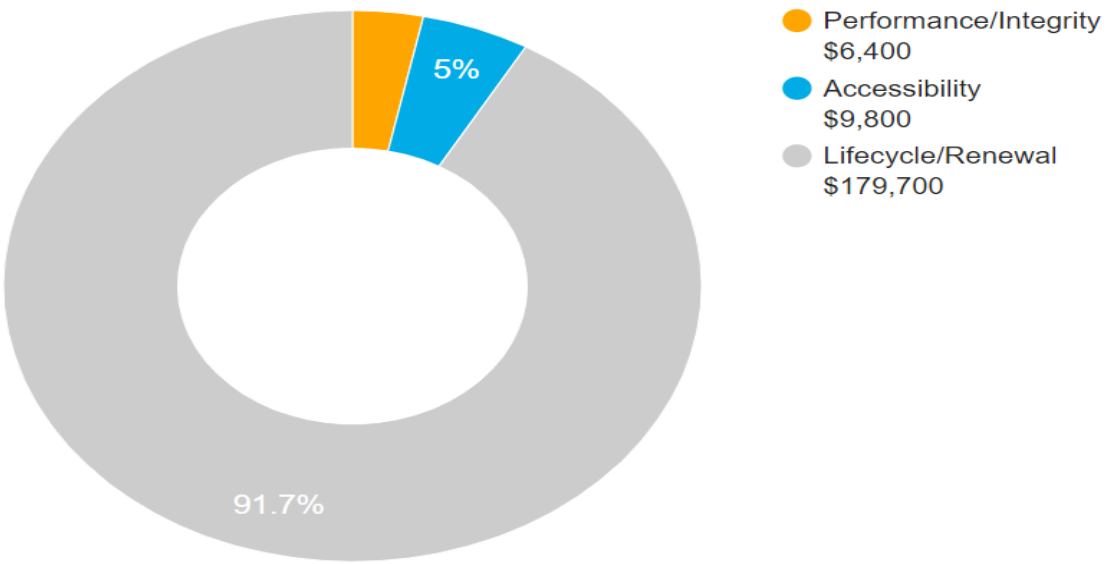
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $195,900

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2. Restroom Building

Restroom Building: Systems Summary		
Address	131 Park Drive, Oregon City, Oregon 97045	
Constructed/Renovated	Unknown	
Building Size	1,200 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roofs	Good
Façade	Wood siding with no windows	Fair
Roof	Primary: Gable construction with metal finish	Fair
Interiors	Walls: Painted CMU, ceramic Floors: Concrete Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast iron waste and venting Electric water heater Drinking fountain Toilets, urinals, and sinks in all restrooms	Fair

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Restroom Building: Systems Summary

HVAC	Bathroom exhaust fans	Fair
Fire Suppression	None	--
Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8, Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	Spray park equipment	Fair
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No major issues	

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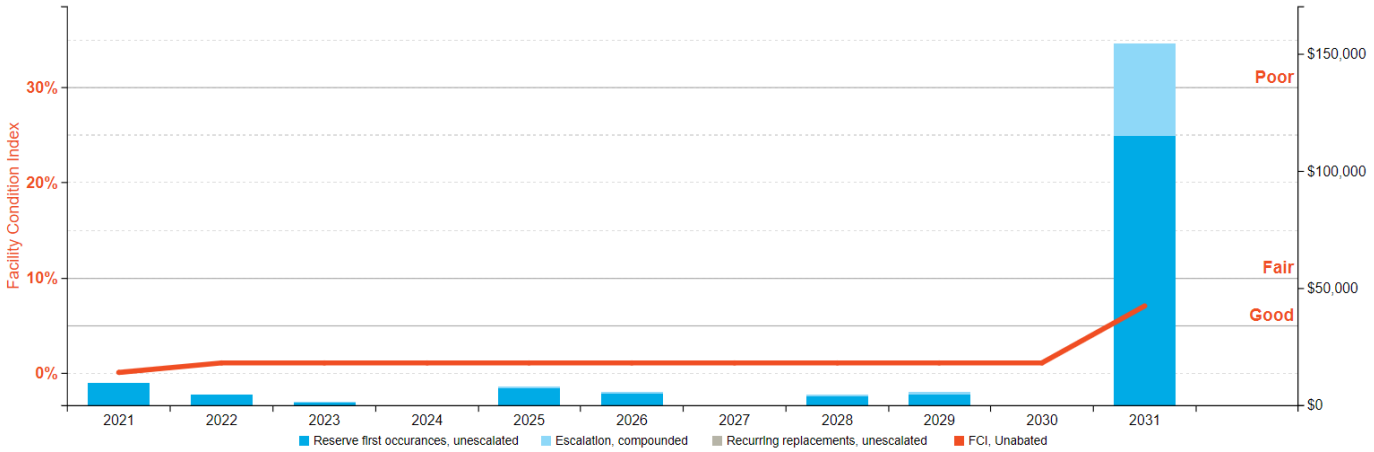
The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Rivercrest Park

Replacement Value: $ 2,910,000; Inflation rate: 3.0%



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3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	4 EA	Fair
Basketball Court and Tennis Courts	Concrete pavement	1,800 SF	Fair
Gazebos	Metal and wood framed	850 SF	Fair
Softball field	Dugout benches	2 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt street parking areas with concrete parking curbs		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Chain link fencing, picnic tables, benches		
Ancillary Buildings	Gazebos Shelters		

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General Site Information

Fields and Lots	Unimproved play fields, Baseball fields, dugouts and fencing, , play structure and other play elements
Storm Water Management	Surface drainage to developed surroundings
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended. .
Key Issues and Findings	ADA paths of travel to playground, worn out bench and picnic table, cracked concrete on tennis court.

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4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

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5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables // checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The park original construction is UNKNOWN.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	UNKNOWN	No	No
General Park	UNKNOWN	No	Yes

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No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

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6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

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Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

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7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

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Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

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8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Rivercrest Park, 131 Park Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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Technical Report Reviewer for
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Program Manager
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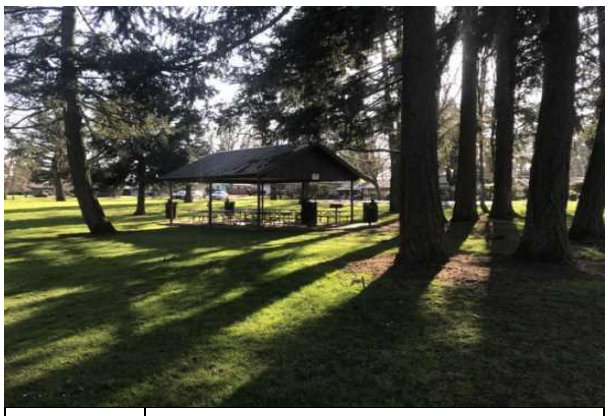
1	OVERALL

2	FRONT ELEVATION

3	LEFT ELEVATION

4	REAR ELEVATION

5	RIGHT ELEVATION



6	GAZEBO STRUCTURE

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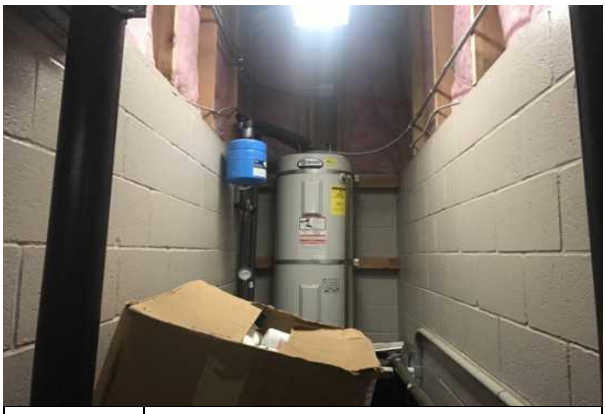
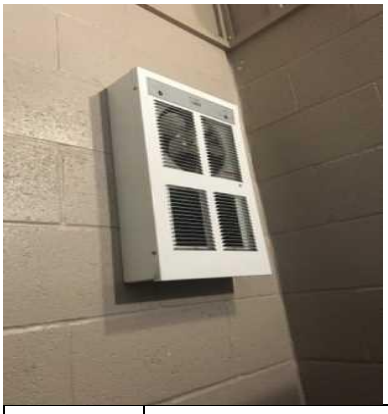
7	METAL ROOF

8	RESTROOM



9	WATER HEATER, ELECTRIC

10	SPRAY PARK EQUIPMENT



11	EXHAUST FAN

12	PANEL

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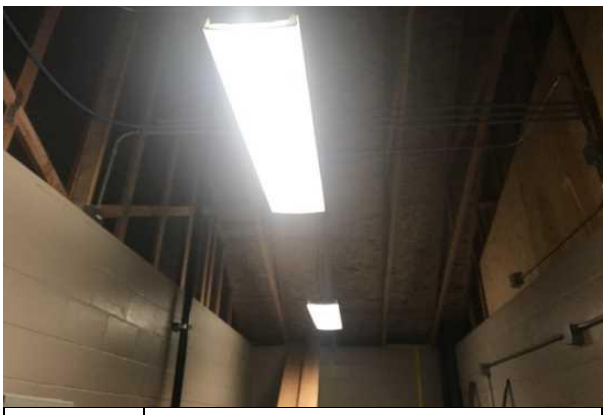

13	INTERIOR LIGHTING

14	EXTERIOR LIGHT

15	BASKETBALL COURT

16	TENNIS COURT

17	PLAY STRUCTURE

18	SPRAY PARK

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19	FENCES

20	PICNIC TABLE

21	TRASH RECEPTACLE

22	FLAGPOLE

23	SOFTBALL AREA

24	LANDSCAPING

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25	STREET PARKING

26	TRASH

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Aerial Site Plan

Project Number	Project Name
148392.21R000-034.017	Rivercrest Park City of Oregon City
Source	**On-Site Date**
Google	March 25, 2021

N

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Site Plan

Project Number	Project Name
148392.21R000-034.017	Rivercrest Park City of Oregon City
Source	**On-Site Date**
Client	March 25, 2021

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Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Rivercrest Park

BV Project Number: 148392.21R-00 - 034.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

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Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

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Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

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7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

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Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

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7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

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Abbreviated Accessibility Checklist

Interior Accessible Route

NA

NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

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7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			X	
8	Do public transaction areas have an accessible, lowered service counter section ?			X	
9	Do public telephones appear mounted with an accessible height and location ?			X	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			X	
11	Do doors at interior accessible routes appear to have compliant hardware ?			X	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			X	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			X	

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Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

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7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

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Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

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7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

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Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA

NA

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

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7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

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Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?		X		No accessible route provided from parking lot to playground area.
2	Has the play area been reviewed for accessibility ?		X		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

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UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Good	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building	1,250 SF	20	2942440
B2050	Restrooms	Fair	Overhead/Dock Door, Steel, 12'x12' (144 SF)	1	15	2942444
B2050	Restrooms	Fair	Exterior Door, Steel, Standard	6	20	2942458
Roofing						
B3010	Restrooms	Fair	Roofing, Metal	1,650 SF	20	2942456
B3020	Roof	Fair	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings	150 LF	10	2942439
B3060	Roof	Fair	Roof Skylight, per unit, up to 20 SF	24	15	2942472
Interiors						
C2010	Restrooms	Good	Wall Finishes, Ceramic Tile	550 SF	30	2942464
C2010	Building interior	Good	Wall Finishes, Ceramic Tile	550 SF	29	2945468
C2010	Building interior	Fair	Wall Finishes, any surface, Prep & Paint	600 SF	4	2945469
Plumbing						
D2010	Restrooms	Fair	Plumbing System, Supply & Sanitary, Medium Density (includes fixtures)	1,200 SF	25	2942455
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	5	15	2942479
D2010	Vault on Park Dr	Fair	Backflow Preventer, Domestic Water, 4 IN	1	14	2944921
D2010	Restroom exterior	Fair	Backflow Preventer, Domestic Water, 1.5 IN	1	14	2944922
D2010	Restrooms	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	5	15	2942483
D2010	Restrooms	Fair	Drinking Fountain, Exterior/Site, Metal Pedestal	2	7	2942476
D2010	Restrooms	Fair	Urinal, Standard	2	15	2942447
D2010	Water Spray Area	Fair	Plumbing System, Supply & Sanitary, Medium Density (includes fixtures)	2,500 SF	10	2944508
D2010	Restrooms	Fair	Water Heater, Electric, Residential [No tag/plate found]	1	5	2942462
HVAC						
D3060	Restrooms	Fair	Exhaust Fan, Propeller, 0.25 HP Motor	5	8	2942465
Electrical						
D5020	Restrooms	Fair	Electrical System, Full System Renovation/Upgrade, Low Density/Complexity	1,200 SF	25	2942445
D5020	Restrooms	Fair	Distribution Panel, 120/208 V	1	15	2942482
D5040	Restrooms	Fair	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures	1,200 SF	10	2942448
Special Construction & Demo						
F1020	Gazebo (east)	Fair	Shed/Gazebo/Shade Structure, Metal-Framed, Basic/Minimal	500 SF	15	2942481
F1020	Gazebo (West)	Fair	Shed/Gazebo/Shade Structure, Wood Framed, Basic/Minimal	350 SF	15	2942478
Pedestrian Plazas & Walkways						
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	12,000 SF	15	2942452
G2030	Site	Good	Sidewalk, Concrete, Large Areas	9,500 SF	30	2942451

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UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Athletic, Recreational & Playfield Areas						
G2050	Playing Area	Good	Play Structure, Swing Set, 4 Seats	1	19	2942457
G2050	Gazebo (east)	Fair	Campground Accessories, Grill, Pedestal-Style	1	5	2942475
G2050	Tennis Court	Poor	Athletic Surfaces & Courts, Tennis court, Concrete Pavement, Replace/Install	25 SF	2	2942450
G2050	Softball Field	Fair	Sports Apparatus, Player/Dugout Benches, 12' Length	2	5	2942438
G2050	Playing Area	Good	Play Structure, Swing Set, 4 Seats	1	15	2942443
G2050	Basketball Court	Fair	Sports Apparatus, Basketball, Backboard/Rim/Pole	2	15	2942467
G2050	Site	Good	Play Structure, Multipurpose, Very Small	2	15	2942469
G2050	Basketball and Tennis Court	Fair	Athletic Surfaces & Courts, Concrete Pavement, Replace/Install	1,800 SF	15	2942461
G2050	Playing Area	Good	Play Structure, Multipurpose, Medium	1	15	2942484
G2050	Playing Area	Fair	Play Structure, Multipurpose, Small	1	10	2942463
Sitework						
G2060	Site	Fair	Signage, Property, Monument, Replace/Install	1	10	2942474
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2942471
G2060	Basketball and Tennis Court	Fair	Park Bench, Metal Powder-Coated	4	10	2942470
G2060	Site	Fair	Bike Rack, Fixed Single Loop	1	10	2942449
G2060	Site	Poor	Picnic Table, Wood	2	1	2942480
G2060	Site	Fair	Picnic Table, Metal Powder-Coated	2	10	2942454
G2060	Site	Fair	Retaining Wall, Brick/Stone	25 SF	15	2942468
G2060	Site	Poor	Park Bench, Wood	4	1	2942459
G2060	Basketball and Tennis Court	Fair	Fences & Gates, Fence, Chain Link 8'	650 LF	20	2942446
G2060	Site	Good	Flagpole, Metal	1	20	2942441
G2060	Softball Field	Fair	Fences & Gates, Fence, Chain Link 6'	120 LF	20	2942477
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	9	10	2942473
G2060	Skateboarding Area	Fair	Fences & Gates, Fence, Chain Link 4'	50 LF	20	2942442
G2060	Site	Fair	Park Bench, Metal Powder-Coated	4	10	2942485
G2060	Gazebo (east)	Fair	Picnic Table, Wood/Composite/Fiberglass	8	4	2942466
G4050	Restrooms	Fair	Exterior Fixture w/ Lamp, any type, w/ LED Replacement	4	5	2942453
Accessibility						
Y1090	Playground	NA	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	1	0	2944920

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Replacement Reserves Report

Rivercrest Park

4/7/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Rivercrest Park	$9,750	$4,820	$1,552	$0	$8,340	$6,028	$0	$4,797	$5,764	$0	$154,745	$0	$0	$0	$17,501	$511,099	$0	$0	$0	$5,699	$145,854	**$875,949**
Grand Total	**$9,750**	**$4,820**	**$1,552**	**$0**	**$8,340**	**$6,028**	**$0**	**$4,797**	**$5,764**	**$0**	**$154,745**	**$0**	**$0**	**$0**	**$17,501**	**$511,099**	**$0**	**$0**	**$0**	**$5,699**	**$145,854**	**$875,949**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2942440	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building, Replace	30	10	20	1250	SF	$13.00	$16,250																					$16,250	**$16,250**
B2050	2942458	Exterior Door, Steel, Standard, Replace	40	20	20	6	EA	$780.00	$4,680																					$4,680	**$4,680**
B2050	2942444	Overhead/Dock Door, Steel, 12'x12' (144 SF), Replace	30	15	15	1	EA	$4,160.00	$4,160																$4,160						**$4,160**
B3010	2942456	Roofing, Metal, Replace	40	20	20	1650	SF	$16.90	$27,885																					$27,885	**$27,885**
B3020	2942439	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	10	10	150	LF	$11.70	$1,755											$1,755											**$1,755**
B3060	2942472	Roof Skylight, per unit, up to 20 SF, Replace	30	15	15	24	EA	$1,690.00	$40,560																$40,560						**$40,560**
C2010	2945469	Wall Finishes, any surface, Prep & Paint	10	6	4	600	SF	$1.95	$1,170					$1,170										$1,170							**$2,340**
D2010	2942462	Water Heater, Electric, Residential, Replace	15	10	5	1	EA	$1,170.00	$1,170						$1,170															$1,170	**$2,340**
D2010	2944508	Plumbing System, Supply & Sanitary, Medium Density (includes fixtures), Replace	40	30	10	2500	SF	$27.00	$67,500											$67,500											**$67,500**
D2010	2944921	Backflow Preventer, Domestic Water, 4 IN, Replace	30	16	14	1	EA	$8,580.00	$8,580															$8,580							**$8,580**
D2010	2944922	Backflow Preventer, Domestic Water, 1.5 IN, Replace	30	16	14	1	EA	$1,820.00	$1,820															$1,820							**$1,820**
D2010	2942476	Drinking Fountain, Exterior/Site, Metal Pedestal, Replace	15	8	7	2	EA	$1,950.00	$3,900								$3,900														**$3,900**
D2010	2942479	Toilet, Commercial Water Closet, Replace	30	15	15	5	EA	$1,690.00	$8,450																$8,450						**$8,450**
D2010	2942483	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	15	15	5	EA	$1,560.00	$7,800																$7,800						**$7,800**
D2010	2942447	Urinal, Standard, Replace	30	15	15	2	EA	$1,430.00	$2,860																$2,860						**$2,860**
D3060	2942465	Exhaust Fan, Propeller, 0.25 HP Motor, Replace	20	12	8	5	EA	$910.00	$4,550									$4,550													**$4,550**
D5020	2942482	Distribution Panel, 120/208 V, Replace	30	15	15	1	EA	$2,600.00	$2,600																$2,600						**$2,600**
D5040	2942448	Interior Lighting System, Full Upgrade, Low Density & Standard Fixtures, Replace	20	10	10	1200	SF	$7.80	$9,360											$9,360											**$9,360**
F1020	2942481	Shed/Gazebo/Shade Structure, Metal-Framed, Basic/Minimal, Replace	30	15	15	500	SF	$32.50	$16,250																$16,250						**$16,250**
F1020	2942478	Shed/Gazebo/Shade Structure, Wood Framed, Basic/Minimal, Replace	30	15	15	350	SF	$32.50	$11,375																$11,375						**$11,375**
G2020	2942452	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	12000	SF	$4.55	$54,600																$54,600						**$54,600**
G2050	2942450	Athletic Surfaces & Courts, Tennis court, Concrete Pavement, Replace/Install	30	28	2	25	SF	$58.50	$1,463			$1,463																			**$1,463**
G2050	2942438	Sports Apparatus, Player/Dugout Benches, 12' Length, Replace	15	10	5	2	EA	$585.00	$1,170						$1,170															$1,170	**$2,340**
G2050	2942467	Sports Apparatus, Basketball, Backboard/Rim/Pole, Replace	25	10	15	2	EA	$12,350.00	$24,700																$24,700						**$24,700**
G2050	2942461	Athletic Surfaces & Courts, Concrete Pavement, Replace/Install	30	15	15	1800	SF	$58.50	$105,300																$105,300						**$105,300**
G2050	2942475	Campground Accessories, Grill, Pedestal-Style, Replace	15	10	5	1	EA	$780.00	$780						$780															$780	**$1,560**
G2050	2942463	Play Structure, Multipurpose, Small, Replace	20	10	10	1	EA	$13,000.00	$13,000											$13,000											**$13,000**
G2050	2942443	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2050	2942469	Play Structure, Multipurpose, Very Small, Replace	20	5	15	2	EA	$7,800.00	$15,600																$15,600						**$15,600**
G2050	2942484	Play Structure, Multipurpose, Medium, Replace	20	5	15	1	EA	$26,000.00	$26,000																$26,000						**$26,000**
G2050	2942457	Play Structure, Swing Set, 4 Seats, Replace	20	1	19	1	EA	$3,250.00	$3,250																				$3,250		**$3,250**
G2060	2942480	Picnic Table, Wood, Replace	20	19	1	2	EA	$780.00	$1,560		$1,560																				**$1,560**
G2060	2942459	Park Bench, Wood, Replace	20	19	1	4	EA	$780.00	$3,120		$3,120																				**$3,120**
G2060	2942466	Picnic Table, Wood/Composite/Fiberglass, Replace	20	16	4	8	EA	$780.00	$6,240					$6,240																	**$6,240**
G2060	2942470	Park Bench, Metal Powder-Coated, Replace	20	10	10	4	EA	$910.00	$3,640											$3,640											**$3,640**
G2060	2942449	Bike Rack, Fixed Single Loop, Replace	20	10	10	1	EA	$390.00	$390											$390											**$390**
G2060	2942454	Picnic Table, Metal Powder-Coated, Replace	20	10	10	2	EA	$910.00	$1,820											$1,820											**$1,820**
G2060	2942473	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	9	EA	$910.00	$8,190											$8,190											**$8,190**
G2060	2942485	Park Bench, Metal Powder-Coated, Replace	20	10	10	4	EA	$910.00	$3,640											$3,640											**$3,640**
G2060	2942446	Fences & Gates, Fence, Chain Link 8', Replace	40	20	20	650	LF	$32.50	$21,125																					$21,125	**$21,125**
G2060	2942477	Fences & Gates, Fence, Chain Link 6', Replace	40	20	20	120	LF	$27.30	$3,276																					$3,276	**$3,276**
G2060	2942442	Fences & Gates, Fence, Chain Link 4', Replace	40	20	20	50	LF	$23.40	$1,170																					$1,170	**$1,170**
G2060	2942474	Signage, Property, Monument, Replace/Install	20	10	10	1	EA	$3,900.00	$3,900											$3,900											**$3,900**
G2060	2942471	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	$1,950.00	$1,950											$1,950											**$1,950**
G2060	2942441	Flagpole, Metal, Replace	30	10	20	1	EA	$3,250.00	$3,250																					$3,250	**$3,250**
G2060	2942468	Retaining Wall, Brick/Stone, Replace	40	25	15	25	SF	$182.00	$4,550																$4,550						**$4,550**
G4050	2942453	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	15	5	4	EA	$520.00	$2,080						$2,080																**$2,080**

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Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
Y1090	2944920	ADA Miscellaneous, Level III Study, Includes Measurements, Evaluate/Report	0	0	0	1	EA	$9,750.00	$9,750	$9,750																					**$9,750**
Totals, Unescalated										**$9,750**	**$4,680**	**$1,463**	**$0**	**$7,410**	**$5,200**	**$0**	**$3,900**	**$4,550**	**$0**	**$115,145**	**$0**	**$0**	**$0**	**$11,570**	**$328,055**	**$0**	**$0**	**$0**	**$3,250**	**$80,756**	**$575,729**
Totals, Escalated (3.0% inflation, compounded annually)										**$9,750**	**$4,820**	**$1,552**	**$0**	**$8,340**	**$6,028**	**$0**	**$4,797**	**$5,764**	**$0**	**$154,745**	**$0**	**$0**	**$0**	**$17,501**	**$511,099**	**$0**	**$0**	**$0**	**$5,699**	**$145,854**	**$875,949**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Singer Creek Park
130 Linn Avenue
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-035.0017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 24, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Naturally vegetated habitat
Main Address	130 Linn Avenue, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	18 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Open lot
Date(s) of Visit	March 24, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Singer Creek is an 18-acre natural habitat, the park consists of a disc golf course with 8 stations, asphalt sidewalk and a park bench.

Site & Amenities

The open fields seem to be not well-drained requiring storm drainage improvements. The on-site amenities are limited to a park bench, asphalt sidewalk, gravel parking, disc golf course and the property sign. Overall, all site components appear to be in fair condition.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Utilities	$5,850	-	-	-	-	$5,850
Site Development	-	-	$1,207	$56,605	-	$57,812
Site Pavement	-	-	$2,386	$183,103	$3,609	$189,098
TOTALS	**$5,900**	**-**	**$3,600**	**$239,800**	**$3,700**	**$253,000**

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Singer Creek Park	1	$5,900
Total	**1**	**$5,900**

Singer Creek Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
3145261	Singer Creek Park	Field	G3030	Storm Drainage Components, Catch Basin, Raise Frame & Cover, Modify	Poor	Performance/Integrity	$5,900
Total (1 items)							**$5,900**

Key Findings

Key Findings 1

☑ Include/Exclude

Storm Drainage Components in **Poor** condition.

Catch Basin, Raise Frame & Cover (Uniformat Code: G3030)

Singer Creek Park Field

Recommendation: **Modify** in 2021.

POC reports that the field is unusable during wet weather and storm improvements required
AssetCalc ID: 3145261

Priority Score **86.9**

Plan Type: Performance/Integrity

Cost Estimate: $ 5,900

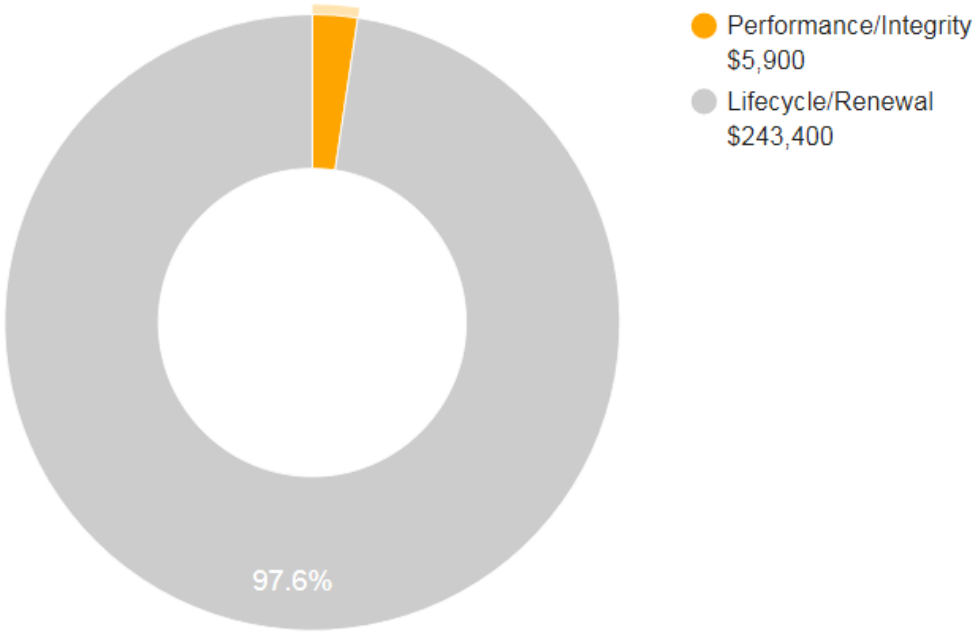
$$$$

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $249,300

2. General Park Summary

General Site Information

Asset	Description	Quantity	Condition
Signage	Property sign	1 EA	Fair
Park Bench	Wood	1 EA	Fair
Sports Apparatus	Disc Pole	8 EA	Fair
Retaining Wall	Wood	120 SF	Fair
Landscaping and Topography	Heavy landscaping features Irrigation not present Severe site slopes throughout		Fair
On-Site Vehicular Paving	Gravel Parking lot		Fair
Pedestrian paving and Trails	asphalt pathways		Poor
On-Site Amenities	Benches and retaining wall		Fair
Ancillary Buildings	None		

General Site Information

Fields and Lots	Unimproved play fields
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	No key issues were found.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Singer Creek Park, 130 Linn Avenue, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	PROPERTY SIGN

2	SIDEWALK

3	OVERVIEW OF ENTRANCE AND PARKING AREA

4	OVERVIEW OF PARK

5	DISC GOLF COURSE

6	PARK BENCH

Site Plan

Project Number	Project Name
148392.21R000-035.017	Singer Creek Park
Source	**On-Site Date**
Orcity.org	March 24, 2021

N

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Singer Creek Park

BV Project Number: 148392.21R000-035.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

NA	**NA**

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA

NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020		Fair	Parking Lots, Aggregate/Stone, Surface Gravel	1,200 SF	3	2951159
G2030	Walking Trails	Fair	Sidewalk, Asphalt	18,750 SF	10	2948552
Athletic, Recreational & Playfield Areas						
G2050	Site	Fair	Sports Apparatus, Baseball, Foul Pole	18	10	2948553
Sitework						
G2060	Site	Fair	Retaining Wall, Treated Timber	120 SF	10	2948554
G2060		Fair	Signage, Property, Monument	1	10	2951160
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	1	3	2948555
Utilities						
G3030	Field	Poor	Storm Drainage Components, Catch Basin, Raise Frame & Cover, Modify	1	0	3145261

Replacement Reserves Report

Singer Creek Park

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Singer Creek Park	$5,850	$0	$0	$3,594	$0	$0	$0	$0	$0	$0	$239,710	$0	$0	$0	$0	$0	$0	$3,610	$0	$0	$0	**$252,763**
Grand Total	**$5,850**	**$0**	**$0**	**$3,594**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$239,710**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,610**	**$0**	**$0**	**$0**	**$252,763**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2020	2951159	Parking Lots, Aggregate/Stone, Surface Gravel	7	4	3	1200	SF	$1.82	$2,184				$2,184							$2,184							$2,184				**$6,552**
G2030	2948552	Sidewalk, Asphalt, Replace	25	15	10	18750	SF	$7.15	$134,063											$134,063											**$134,063**
G2050	2948553	Sports Apparatus, Baseball, Foul Pole, Replace	25	15	10	18	EA	$1,950.00	$35,100											$35,100											**$35,100**
G2060	2948555	Park Bench, Wood/Composite/Fiberglass, Replace	20	17	3	1	EA	$1,105.00	$1,105				$1,105																		**$1,105**
G2060	2951160	Signage, Property, Monument, Replace	20	10	10	1	EA	$3,900.00	$3,900											$3,900											**$3,900**
G2060	2948554	Retaining Wall, Treated Timber, Replace	25	15	10	120	SF	$26.00	$3,120											$3,120											**$3,120**
G3030	3145261	Storm Drainage Components, Catch Basin, Raise Frame & Cover, Modify	0	0	0	1	EA	$5,850.00	$5,850	$5,850																					**$5,850**
Totals, Unescalated										**$5,850**	**$0**	**$0**	**$3,289**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$178,367**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,184**	**$0**	**$0**	**$0**	**$189,690**
Totals, Escalated (3.0% inflation, compounded annually)										**$5,850**	**$0**	**$0**	**$3,594**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$239,710**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,610**	**$0**	**$0**	**$0**	**$252,763**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Sportcraft Landing
1701 Clackamette Drive
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-036.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 18, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Public Boat Launch
Main Address	1701 Clackamette Drive, Oregon City, Oregon 97045
Site Developed	2008 (Renovated 2019)
Lot Size	1.5 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	38 total spaces all in open lots, 38 trailer parking spaces; 1 of which are accessible.
Date(s) of Visit	March 18, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC
Assessment and Report Prepared By	Konnye Zavala
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

The site was constructed in 2008. There was a renovation in 2019 due to flooding at the pier. The dock is open to the community. There are no major buildings at the site.

Site and Amenities

There are two main asphalt parking lots located at the lower and upper section of the boating dock. The seal and stripe at the bottom parking lot is recommended to be replaced. There is a trash receptable, a parking bench, and an ancillary building.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast						
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Special Construction & Demo	-	-	-	-	$12,152	$12,152
Site Pavement	-	$251,146	$56,331	$28,869	$131,433	$467,779
Site Development	-	-	-	$5,590	$97,217	$102,807
TOTALS	**-**	**$251,200**	**$56,400**	**$34,500**	**$240,900**	**$583,000**

Immediate Needs

Not applicable, no immediate repairs identified

Key Findings

Sidewalk in Poor condition.

Asphalt
Sportcraft Landing Site

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: $5,000

**$**$$$

Root and other damage observed - AssetCALC ID: 2931789

Parking Lots in Poor condition.

Pavement, Asphalt
Sportcraft Landing Lower Parking Lot

Uniformat Code: G2021
Recommendation: **Replace in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: $214,500

$$$$

Significant alligator cracking and flood damage reported - AssetCALC ID: 2931792

Parking Lots in Poor condition.

Pavement, Asphalt
Sportcraft Landing Lower Parking Lot

Uniformat Code: G2021
Recommendation: **Seal & Stripe in 2022**

Priority Score: **84.8**

Plan Type:
Performance/Integrity

Cost Estimate: $17,600

**$$**$$

Striping for the parking lot is coming off. - AssetCALC ID: 2931795

Plan Types

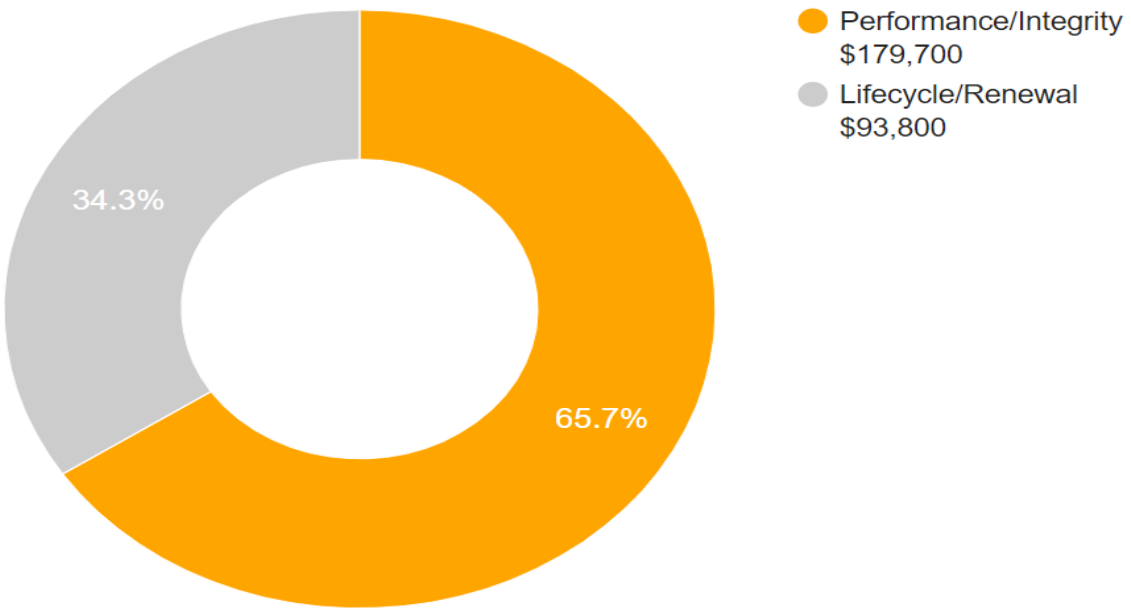
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.

Plan Type Descriptions

Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $273,500

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Parking Lot-Upper	Asphalt	11,000 SF	Fair
Parking Lot-Lower	Asphalt	30,000 SF	Poor
Ancillary	Wood-Framed	100 SF	Fair
Ramp	Concrete	11,000 SF	Fair
Trail	Asphalt	700 Sf	Fair
Dock/Pier	Wood	800 SF	Fair
Park Bench	Metal-Powder	1 EA	Fair
Trash Receptacle	Medium Duty	1 EA	Fair
Landscaping and Topography	No significant landscaping features. Irrigation present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	Asphalt parking areas and drive lanes with upper and lower sections.
Pedestrian paving and Trails	Asphalt trail
On-Site Amenities	Park bench, trash receptacles, pier
Ancillary Buildings	Shelters
Fields and Lots	N/A
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Severe alligator cracking in the lower parking lot.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 2008 and substantially renovated in 2019.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Sportcraft Landing, 1701 Clackamette Drive, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554

1	FRONT ELEVATION

2	LEFT ELEVATION

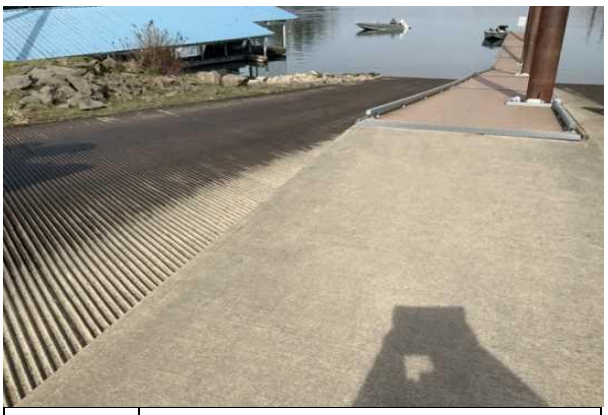
3	REAR ELEVATION

4	RIGHT ELEVATION

5	ANCILLARY BUILDING

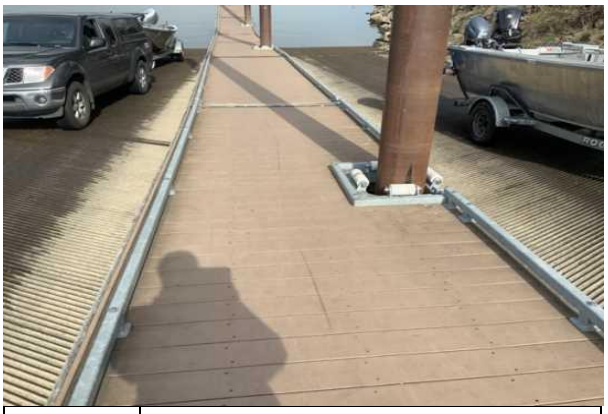
6	UPPER PARKING LOT, PAVEMENT, ASPHALT

7	LOWER PARKING LOT, PAVEMENT, ASPHALT



8	SITE RAMP, CONCRETE

9	TRAIL SURFACE, ASPHALT, OVERLAY



10	LAKE DOCK/PIER

11	PARK BENCH, METAL POWDER-COATED

12	TRASH RECEPTACLE, MEDIUM-DUTY METAL

Site Plan

Project Number	Project Name
148392.21R000-036.017	Sportcraft Landing The City of Oregon City
Source	**On-Site Date**
Google	March 18, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Sportcraft Landing

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 13 years

Date Completed: 3/18/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed 2008	Renovated 2019	Boat Ramp was renovated and reopened after the flooding.
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?			X		
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konnye Zavala

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Sportcraft Landing

BV Project Number: 148392.21R-00 - 036.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Sportcraft Landing: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route				X
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms	**NA**			
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Sportcraft Landing: Photographic Overview

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

Accessible ramp or path

Curb cut or 2nd pathway

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Special Construction & Demo						
F1020	Site	Fair	Ancillary Building, Wood-Framed or CMU, Basic/Minimal	100 SF	15	2931790
Pedestrian Plazas & Walkways						
G2020	Upper Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	11,000 SF	2	2931788
G2020	Lower Parking Lot	Poor	Parking Lots, Pavement, Asphalt, Seal & Stripe	30,000 SF	1	2931795
G2020	Lower Parking Lot	Poor	Parking Lots, Pavement, Asphalt	30,000 SF	1	2931792
G2020	Upper Parking Lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	11,000 SF	4	2931791
G2030	Site	Poor	Sidewalk, Asphalt	700 SF	2	2931789
G2030	Site	Fair	Site Stairs & Ramps, Steps, Concrete (per LF of nosing)	600 LF	20	2931796
Athletic, Recreational & Playfield Areas						
G2050	Boat Launch	Fair	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported	800 SF	15	2931793
Sitework						
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	10	2931797
G2060	Site	Fair	Park Bench, Metal Powder-Coated	1	10	2931798
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2931794

Replacement Reserves Report

Sportcraft Landing

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Sportcraft Landing	$0	$239,012	$12,137	$0	$56,332	$0	$20,956	$7,914	$0	$0	$5,591	$24,293	$9,175	$0	$0	$109,369	$28,163	$10,636	$0	$0	$59,168	**$582,745**
Grand Total	**$0**	**$239,012**	**$12,137**	**$0**	**$56,332**	**$0**	**$20,956**	**$7,914**	**$0**	**$0**	**$5,591**	**$24,293**	**$9,175**	**$0**	**$0**	**$109,369**	**$28,163**	**$10,636**	**$0**	**$0**	**$59,168**	**$582,745**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
F1020	2931790	Ancillary Building, Wood-Framed or CMU, Basic/Minimal, Replace	35	20	15	100	SF	$78.00	$7,800																$7,800						**$7,800**
G2020	2931795	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	4	1	30000	SF	$0.59	$17,550		$17,550					$17,550					$17,550					$17,550						**$70,200**
G2020	2931792	Parking Lots, Pavement, Asphalt, Replace	25	24	1	30000	SF	$7.15	$214,500		$214,500																				**$214,500**
G2020	2931788	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	11000	SF	$0.59	$6,435			$6,435					$6,435					$6,435					$6,435				**$25,740**
G2020	2931791	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	21	4	11000	SF	$4.55	$50,050					$50,050																	**$50,050**
G2030	2931789	Sidewalk, Asphalt, Replace	25	23	2	700	SF	$7.15	$5,005			$5,005																			**$5,005**
G2030	2931796	Site Stairs & Ramps, Steps, Concrete (per LF of nosing), Replace	50	30	20	600	LF	$54.60	$32,760																					$32,760	**$32,760**
G2050	2931793	Lake Dock/Pier, Decking & Structure, Wood Pile-Supported, Replace	25	10	15	800	SF	$78.00	$62,400																$62,400						**$62,400**
G2060	2931798	Park Bench, Metal Powder-Coated, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2931794	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2931797	Signage, Property, Building or Pole-Mounted, Replace/Install	20	10	10	1	EA	$1,950.00	$1,950											$1,950											**$1,950**
Totals, Unescalated										**$0**	**$232,050**	**$11,440**	**$0**	**$50,050**	**$0**	**$17,550**	**$6,435**	**$0**	**$0**	**$4,160**	**$17,550**	**$6,435**	**$0**	**$0**	**$70,200**	**$17,550**	**$6,435**	**$0**	**$0**	**$32,760**	**$472,615**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$239,012**	**$12,137**	**$0**	**$56,332**	**$0**	**$20,956**	**$7,914**	**$0**	**$0**	**$5,591**	**$24,293**	**$9,175**	**$0**	**$0**	**$109,369**	**$28,163**	**$10,636**	**$0**	**$0**	**$59,168**	**$582,745**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Stafford Park
569 Holmes Lane
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-037.017

DATE OF REPORT:
July 16, 2021

ON SITE DATE:
March 25, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Small neighborhood park
Main Address	569 Holmes Lane, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	1.61 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	N/A, open spaces
Date(s) of Visit	March 25, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Stafford Park is located at 569 Holmes Lane and is a small undeveloped park. The park consists of picnic areas and an open field.

Site and Amenities

Amenities are very limited in the park, the only key issue found was a worn-out picnic table. Accessibility is major issue no accessible space is provided and there is no accessible pathway from the parking to the picnic tables and the bench.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	$1,172	-	$2,970	$7,999	$12,141
Site Pavement	$7,150	$1,241	-	$11,047	$17,778	$37,216
Accessibility	$15,600	-	-	-	-	$15,600
TOTALS	**$22,800**	**$2,500**	**-**	**$14,100**	**$25,800**	**$65,200**

Immediate Needs

Facility/Building	Total Items	Total Cost
Stafford Park	2	$22,800
Total	**2**	**$22,800**

Stafford Park

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2950991	Stafford Park	Site	Y1010	ADA Parking, Designated Stall, Regraded & Leveled, Install	NA	Accessibility	$15,600
2950992	Stafford Park	Site	G2030	Sidewalk, Asphalt, Replace	NA	Accessibility	$7,200
Total (2 items)							**$22,800**

Key Findings

Picnic Table in Poor condition.

Wood
Stafford Park Site

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $1,100

**$**$$$

Table is deteriorated. - AssetCALC ID: 2948550

Sidewalk

Asphalt
Stafford Park Site

Uniformat Code: G2031
Recommendation: **Replace in 2021**

Priority Score: **67.9**

Plan Type: Accessibility

Cost Estimate: $7,200

**$**$$$

Accessible path not provided. - AssetCALC ID: 2950992

ADA Parking

Designated Stall, Regraded and Leveled
Stafford Park Site

Uniformat Code: Y1011
Recommendation: **Install in 2021**

Priority Score: **63.9**

Plan Type: Accessibility

Cost Estimate: $15,600

**$$**$$

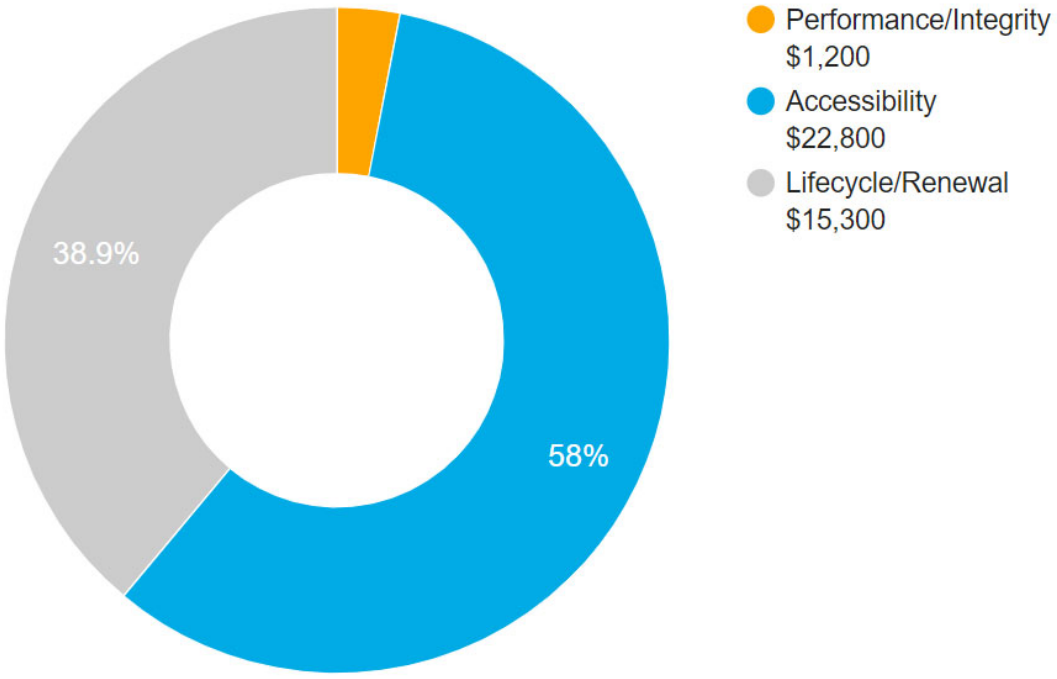
No ADA accessible parking space provided. - AssetCALC ID: 2950991

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $39,300

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Signage	Guide and directional pole mounted	1 EA	Fair
Bollard	Wood	31 EA	Fair
Trash Receptacle	Medium-Duty, Metal	1 EA	Fair
Park Bench	Wood	1 EA	Fair
Picnic Table	Wood	1 EA	Fair
Picnic Table	Wood	1 EA	Poor
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking area		
Pedestrian paving and Trails	Asphalt patches		

General Site Information

On-Site Amenities	Bench, Picnic tables and wood bollards
Ancillary Buildings	None
Fields and Lots	Unimproved play fields
Accessibility	Potential moderate/major issues have been identified associated with the general site areas and a detailed accessibility study is recommended.
Key Issues and Findings	Worn out picnic table. No accessible parking or paths.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

Detailed follow-up accessibility studies are included as recommendations because potential moderate to major issues were observed at the buildings and/or amenities identified above. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall and Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Stafford Park, 569 Holmes Lane, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
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1	PARK OVERVIEW NORTH

2	PARK OVERVIEW SOUTH

3	PARKING AREA

4	TRASH RECEPTACLE

5	PICNIC AREA

6	PICNIC TABLE

Site Plan

Project Number	Project Name
148392.21R000-037.017	Stafford Park
Source	**On-Site Date**
Orcity.org	March 25, 2021

N

THE PRE-SURVEY QUESTIONNAIRE
WAS NOT RETURNED TO BV

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Stafford Park

BV Project Number: 148392.21R000-037.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?			X	
2	Does the required number of van-accessible designated spaces appear to be provided ?			X	
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?			X	
4	Does parking signage include the International Symbol of Accessibility ?			X	
5	Does each accessible space have an adjacent access aisle ?			X	
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?			X	

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?			X	
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?			X	
3	Are curb ramps present at transitions through raised curbs on all accessible routes?			X	
4	Do curb ramps appear to have compliant slopes for all components ?			X	
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	NA

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	NA

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA	NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2010	Site	Fair	Roadways, Pavement, Asphalt, Mill & Overlay	2,000 SF	15	2951167
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	2,000 SF	2	3140596
G2030	Site	NA	Sidewalk, Asphalt	1,000 SF	0	2950992
G2030	Site	Fair	Sidewalk, Asphalt	1,000 SF	10	2948547
Sitework						
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	1	10	2948545
G2060	Site	Good	Trash Receptacle, Medium-Duty Metal or Precast	1	15	2948548
G2060	Site	Poor	Picnic Table, Wood	1	2	2948550
G2060	Site	Fair	Bollard, Concrete or Metal	31	15	2948549
G2060	Site	Fair	Picnic Table, Wood	1	10	2948551
Accessibility						
Y1010	Site	NA	ADA Parking, Designated Stall, Regraded & Leveled, Install	1	0	2950991

Replacement Reserves Report

Stafford Park

7/16/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Stafford Park	$22,750	$0	$2,414	$0	$0	$0	$0	$1,439	$0	$0	$12,579	$0	$1,668	$0	$0	$22,178	$0	$1,934	$0	$0	$0	**$64,961**
Grand Total	**$22,750**	**$0**	**$2,414**	**$0**	**$0**	**$0**	**$0**	**$1,439**	**$0**	**$0**	**$12,579**	**$0**	**$1,668**	**$0**	**$0**	**$22,178**	**$0**	**$1,934**	**$0**	**$0**	**$0**	**$64,961**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2010	2951167	Roadways, Pavement, Asphalt, Mill & Overlay	25	10	15	2000	SF	$4.55	$9,100																$9,100						**$9,100**
G2020	3140596	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	2000	SF	$0.59	$1,170			$1,170					$1,170					$1,170					$1,170				**$4,680**
G2030	2950992	Sidewalk, Asphalt, Replace	25	25	0	1000	SF	$7.15	$7,150	$7,150																					**$7,150**
G2030	2948547	Sidewalk, Asphalt, Replace	25	15	10	1000	SF	$7.15	$7,150											$7,150											**$7,150**
G2060	2948550	Picnic Table, Wood, Replace	20	18	2	1	EA	$1,105.00	$1,105			$1,105																			**$1,105**
G2060	2948545	Park Bench, Wood/Composite/Fiberglass, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2948551	Picnic Table, Wood, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											**$1,105**
G2060	2948548	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	1	EA	$1,105.00	$1,105																$1,105						**$1,105**
G2060	2948549	Bollard, Concrete or Metal, Replace	30	15	15	31	EA	$130.00	$4,030																$4,030						**$4,030**
Y1010	2950991	ADA Parking, Designated Stall, Regraded & Leveled, Install	0	0	0	1	EA	$15,600.00	$15,600	$15,600																					**$15,600**
Totals, Unescalated										**$22,750**	**$0**	**$2,275**	**$0**	**$0**	**$0**	**$0**	**$1,170**	**$0**	**$0**	**$9,360**	**$0**	**$1,170**	**$0**	**$0**	**$14,235**	**$0**	**$1,170**	**$0**	**$0**	**$0**	**$52,130**
Totals, Escalated (3.0% inflation, compounded annually)										**$22,750**	**$0**	**$2,414**	**$0**	**$0**	**$0**	**$0**	**$1,439**	**$0**	**$0**	**$12,579**	**$0**	**$1,668**	**$0**	**$0**	**$22,178**	**$0**	**$1,934**	**$0**	**$0**	**$0**	**$64,961**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Straight Cemetery
13014 Clackamas River Drive
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-038.017

DATE OF REPORT:
July 18, 2021

ON SITE DATE:
March 16, 2021

1. Executive Summary

Cemetery Overview and Assessment Details

General Information	
Property Type	Small cemetery
Main Address	13014 Clackamas River Drive, Oregon City, Oregon 97045
Site Developed	1871
Lot Size	0.12 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	On-site Parking not provided
Date(s) of Visit	March 16, 2021
Management Point of Contact	Denise Conrad 503.657.0891 dconrad@orcity.org
On-site Point of Contact (POC)	Jon Waverly, Facilities Maintenance Specialist 503.519.0377 jwaverly@orcity.org
Assessment and Report Prepared By	Konnye Zavala, Project Manager
Reviewed By	James A. Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Cemetery Findings and Deficiencies

Historical Summary

The subject property is an historic cemetery constructed circa 1871. It appears the site has been used solely for this purpose since first developed.

Site & Amenities

The property has minimal improvements, beyond the graves themselves limited to perimeter fencing, signage and a sidewalk. Site lighting and on-site parking is not provided. The site is fair condition with the fencing requiring repainting and minor repairs and the sidewalk relatively free of major cracks and spalls. At the time of the on-site, there were a number of downed limbs and branches resulting from a recent ice storm. Short term fence painting and repairs are required as well as typical life cycle replacements.

Recommended Additional Studies

No additional studies recommended at this time.

Systems Expenditure Forecast

The chart below breaks down the dollars by system type and groups individual years into time ranges.

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	$11,160	-	$2,130	$4,999	$20,155	$38,444
Site Pavement	-	-	-	-	$16,905	$16,905
TOTALS	**$11,200**	**-**	**$2,200**	**$5,000**	**$37,100**	**$55,500**

Immediate Needs

Immediate Needs Report

Facility/Building	Total Items	Total Cost
Straight Cemetery	2	$11,100
Total	**2**	**$11,100**

Straight Cemetery

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2929961	Straight Cemetery	Site	G2060	Fences & Gates, Fence, Wood Board 4', Replace	Poor	Performance/Integrity	$7,400
2943569	Straight Cemetery	Site	G2060	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	Poor	Performance/Integrity	$3,700
Total (2 items)							**$11,100**

Key Findings

Fences & Gates in Poor condition.

Fence, Wood Board 4'
Straight Cemetery Site

Uniformat Code: G2062
Recommendation: **Replace in 2021**

Priority Score: **81.9**

Plan Type:
Performance/Integrity

Cost Estimate: $6,200

$$$$

Fencing in disrepair and being held up by T posts. - AssetCALC ID: 2929961

Fences & Gates in Poor condition.

Fence, any Painted Surface
Straight Cemetery Site

Uniformat Code: G2062
Recommendation: **Prep & Paint, Minor Repairs in 2021**

Priority Score: **81.8**

Plan Type:
Performance/Integrity

Cost Estimate: $3,700

$$$$

Paint coating is old and worn and minor areas of damage noted - AssetCALC ID: 2943569

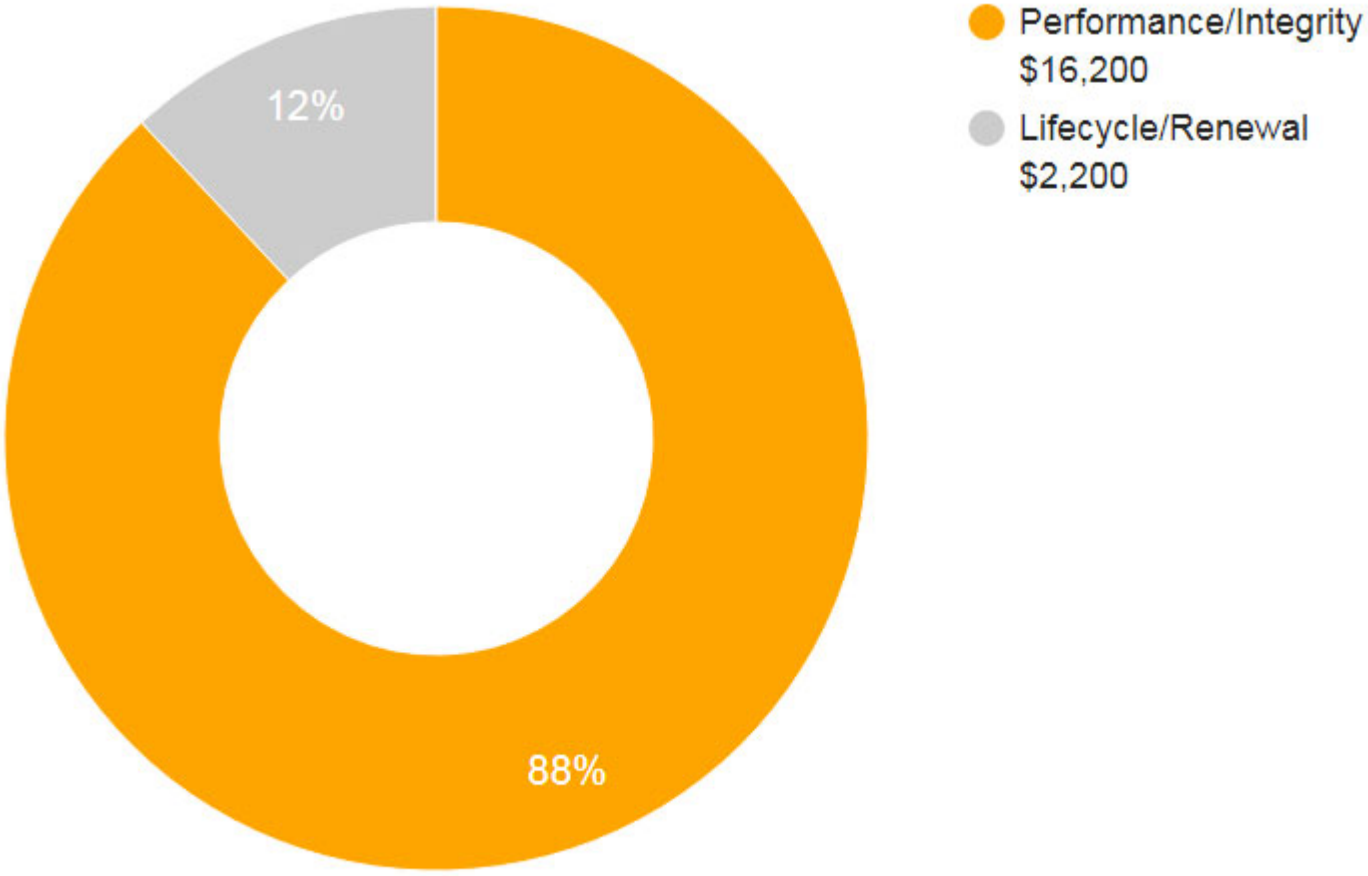
Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.

Plan Type Descriptions

Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.



10-YEAR TOTAL: $18,400

2. Straight Cemetery

General Site Information

Asset	*Description*	*Condition*
Landscaping and Topography	Trees Irrigation not present Low to moderate site slopes throughout	Fair
On-Site Vehicular Paving	No on-site parking provided	NA
Pedestrian paving and Trails	Concrete sidewalks	Fair
On-Site Amenities	Four-foot-high painted wood fencing	Poor
Ancillary Buildings	N/A	NA
Fields and Lots	Dirt cemetery with wood fencing around the property	Fair
Storm Water Management	Surface drainage to developed and undeveloped surroundings	NA
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.	
Key Issues and Findings	Painting and minor repair of the fencing should be completed as well as general clean up of the downed limbs and branches. The fencing work is included in the cost tables, the clean up work is considered to be routine maintenance.	

3. Property Space Use and Observed Areas

Areas Observed

The entire cemetery was observed in order to gain a clear understanding of the condition of the cemetery and amenities.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The cemetery was originally constructed in 1871. The cemetery has not since been substantially renovated.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the cemetery facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Straight Cemetery, 13014 Clackamas River Drive, Oregon City, Oregona 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Konnye Zavala,
Project Manager

Reviewed by:

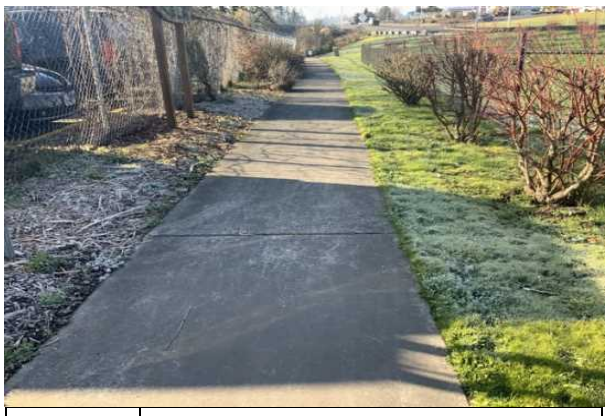
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554

1	FRONT ELEVATION

2	LEFT ELEVATION

3	REAR ELEVATION

4	RIGHT ELEVATION



5	SIDEWALK, CONCRETE

6	SIGNAGE, PROPERTY

Site Plan

Project Number	Project Name
148392.21R000-038.017	Straight Cemetery
Source	**On-Site Date**
Google	March 16, 2021

N

BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Straight Cemetery

Name of person completing form: Jon Waverly

Title / Association w/ property: Facilities Maintenance Manager

Length of time associated w/ property: 150 years

Date Completed: 3/16/2021

Phone Number: 503.519.0377

Method of Completion: INTERVIEW - verbally completed during interview

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed: 1871	Renovated:	
2	Building size in SF	**SF**		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		N/A
		Roof		N/A
		Interiors		N/A
		HVAC		N/A
		Electrical		N/A
		Site Pavement		N/A
		Accessibility		N/A
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?			
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates "*Unknown*")

	Question	Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?				X	
8	Are there any wall, window, basement or roof leaks?				X	
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?				X	
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/backup problems?				X	
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?				X	
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?				X	
14	Is the electrical service outdated, undersized, or otherwise problematic?				X	
15	Are there any problems or inadequacies with exterior lighting?				X	
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, when?		X			
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X			
20	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X			

Konrad Zawada

Signature of Assessor

Signature of POC

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Straight Cemetery

BV Project Number: 148392.21R000-038.017

Facility History & Interview

	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?		X		
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Straight Cemetery : Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking	**NA**			
Exterior Accessible Route				
Building Entrances	**NA**			
Interior Accessible Route	**NA**			
Elevators	**NA**			
Public Restrooms	**NA**			
Kitchens/Kitchenettes	**NA**			
Playgrounds & Swimming Pools	**NA**			
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Straight Cemetery : Photographic Overview

Accessible ramp or path

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2030	Site	Fair	Sidewalk, Concrete, Large Areas	800 SF	20	2929962
Sitework						
G2060	Site	Poor	Fences & Gates, Fence, Wood Board 4'	200 LF	0	2929961
G2060	Site	Poor	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	800 SF	0	2943569
G2060	Site	Fair	Signage, Property, Building or Pole-Mounted, Replace/Install	1	3	2929960

Replacement Reserves Report

Straight Cemetery

7/18/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Straight Cemetery	$11,160	$0	$0	$2,131	$0	$0	$0	$0	$0	$0	$4,999	$0	$0	$0	$0	$0	$0	$0	$0	$0	$37,061	**$55,352**
Grand Total	**$11,160**	**$0**	**$0**	**$2,131**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$4,999**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$37,061**	**$55,352**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
G2030	2929962	Sidewalk, Concrete, Large Areas, Replace	50	30	20	800	SF	$11.70	$9,360																					$9,360	**$9,360**
G2060	2929961	Fences & Gates, Fence, Wood Board 4', Replace	20	20	0	200	LF	$37.20	$7,440	$7,440																				$7,440	**$14,880**
G2060	2943569	Fences & Gates, Fence, any Painted Surface, Prep & Paint, Minor Repairs	10	10	0	800	SF	$4.65	$3,720	$3,720										$3,720										$3,720	**$11,160**
G2060	2929960	Signage, Property, Building or Pole-Mounted, Replace/Install	20	17	3	1	EA	$1,950.00	$1,950				$1,950																		**$1,950**
Totals, Unescalated										**$11,160**	**$0**	**$0**	**$1,950**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,720**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$20,520**	**$37,350**
Totals, Escalated (3.0% inflation, compounded annually)										**$11,160**	**$0**	**$0**	**$2,131**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$4,999**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$37,061**	**$55,352**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Swimming Pool
1211 Jackson Street
Oregon City, Oregon 97045

PREPARED BY:
Bureau Veritas
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
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BV CONTACT:
James A. Cave
Program Manager
800.733.0660 x6554
Jim.cave@bvna.com

BV PROJECT #:
148392.21R000-005.017

DATE OF REPORT:
July 12, 2021

ON SITE DATE:
March 24, 2021

1. Executive Summary

Property Overview and Assessment Details

General Information	
Property Type	Municipal Swimming Pool
Main Address	1211 Jackson Street, Oregon City, Oregon 97045
Site Developed	1965, Phase I / 1978 Phase II
Site Area	1.26 acres (estimated)
Parking Spaces	No parking on site
Building Area	20,572 SF
Number of Stories	One
Outside Occupants / Leased Spaces	None
Date(s) of Visit	March 24, 2021
Management Point of Contact	Oregon City Swimming Pool, Dale Smelser, Facilities Maintenance 503.752.9703 phone dmelser@orcity.org
On-site Point of Contact (POC)	Same as above
Assessment and Report Prepared By	Jim Cave and Ralph Manglass
Reviewed By	Al Diefert Technical Report Reviewer For Jim Cave Program Manager Jim.cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Significant/Systemic Findings and Deficiencies

Historical Summary

The Swimming Pool Was built in two phases, first the Natatorium was constructed in 1965 and then the community center wing in 1978. Renovations to the interior finishes, natatorium glass, ADA improvements, and rebuilding of the pool deck have been performed between 2014 and 2019.

Architectural

The building structure, except for the pool deck is original and in above average condition based on the age of the two phases. The roof was resurfaced with a modified bitumen membrane in 2009. The south wall glass of the natatorium was replaced in 2014. The office interiors were renovated in 2017-2018, including ADA improvements. The overall condition of the architectural components is good. The exterior is in need of painting, there is a louver leak that needs repair, several exterior doors and frames are corroding and budgeted for replacement in the near term. There is older sheet flooring in the storage room that is budgeted for replacement in the near term. Lifecycle-based interior and exterior finish replacements are budgeted and anticipated.

Mechanical, Electrical, Plumbing and Fire (MEPF)

The building is heated by a gas fired steam boiler which also heats the pool water via a heat exchanger. The Natatorium is conditioned by air handlers with steam heat coils in concert with exhaust fans. The pool deck has a radiant heating system fed from a heat exchanger linked to the boiler. The office, community center wing is conditioned by rooftop packed units and small split system units. Replacement of the original air handlers is budgeted for the short term. Replacement of corroding drain piping is budgeted for the short term. The main electrical equipment is original to the two phases of the building and budgeted for upgrades in the short term. Upgrades to some of the pool filter components are budgeted for the short term. Lifecycle-based MEPF component replacements are budgeted and anticipated.

Site

There are near term repairs needed to the concrete retaining walls and stairs. Resurfacing of the basketball court is budgeted for the near term. Recoating of the wading pool is budgeted for the near term. Lifecycle-based site component and finish replacements are budgeted and anticipated.

Recommended Additional Studies

No additional studies recommended at this time.

Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
0 – 5%	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
5 – 10%	Subjected to wear but is still in a serviceable and functioning condition.
10 – 30%	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
30% and above	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

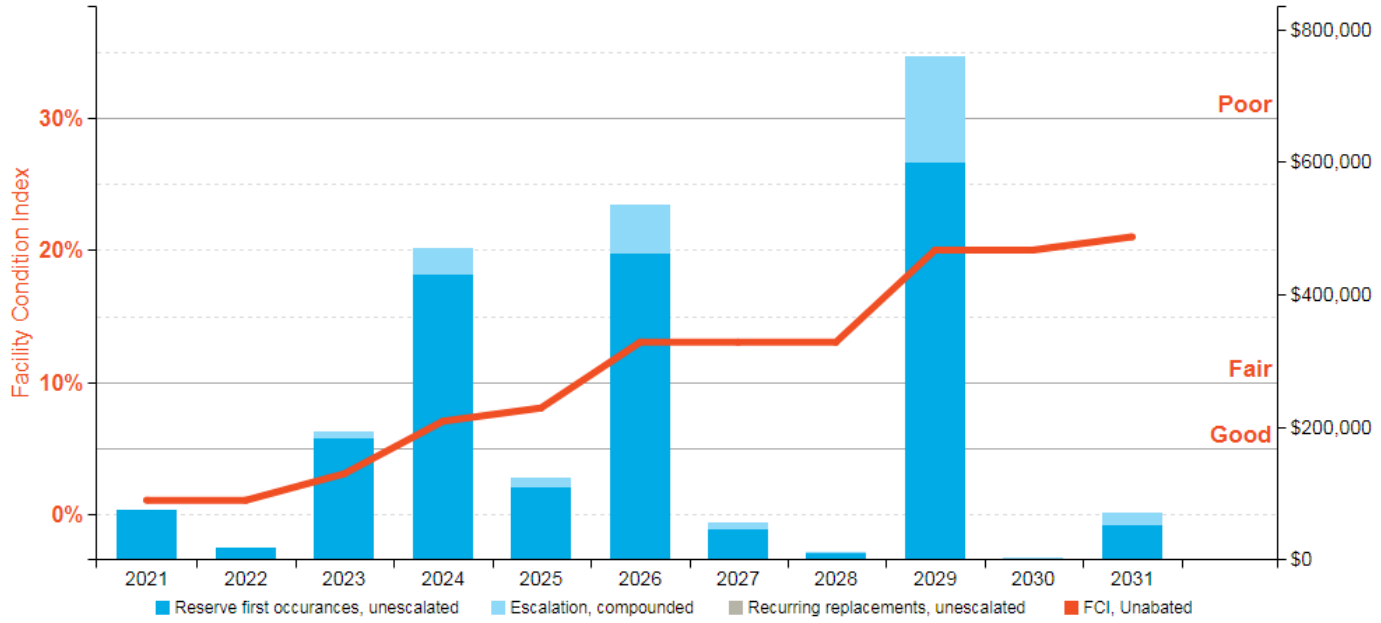
FCI Analysis | Swimming Pool (1800)		
Replacement Value *$ 11,170,600*	*Total SF* *20,572*	*Cost/SF* *$ 543*
Current FCI	$ 75,200	**0.7 %**
3-Year	$ 757,500	6.8 %
5-Year	$ 1,415,400	12.7 %
10-Year	$ 2,313,100	20.7 %

The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Swimming Pool

Replacement Value: $ 11,170,596; Inflation rate: 3.0%



Immediate Needs

Facility/Building	Total Items	Total Cost
Swimming Pool	2	$75,200
Total	**2**	**$75,200**

Swimming Pool

ID	Location	Location Description	UF Code	Description	Condition	Plan Type	Cost
2954848	Swimming Pool	Site	G2060	Retaining Wall, Concrete Cast-in-Place, Repair/Replace	Poor	Performance/Integrity	$70,200
2959833	Swimming Pool	Retaining Wall Near Pool Equipment Room	B1080	Stair/Ramp Rails, Metal, Install	Poor	Performance/Integrity	$5,000
Total (2 items)							**$75,200**

Key Findings

Exterior Walls in Poor condition.

any painted surface, 1-2 Story Building
Swimming Pool Exterior Wall

Uniformat Code: B2011
Recommendation: **Prep and Paint in 2023**

Priority Score: **89.6**

Plan Type: Performance/Integrity

Cost Estimate: $37,100

**$$**$$

POC reports that the exterior paint is aging and is requesting funds to repaint the exterior - AssetCALC ID: 2959826

Interior Door in Poor condition.

Steel, Standard
Swimming Pool Staff Restroom

Uniformat Code: C1031
Recommendation: **Replace in 2023**

Priority Score: **83.7**

Plan Type: Performance/Integrity

Cost Estimate: $4,300

**$**$$$

POC reports an unusually high replacement cost for HM doors and frames - AssetCALC ID: 2954851

Athletic Surfaces and Courts in Poor condition.

Basketball/General, Concrete Pavement
Swimming Pool Basketball Court

Uniformat Code: G2051
Recommendation: **Mill and Overlay in 2023**

Priority Score: **82.7**

Plan Type: Performance/Integrity

Cost Estimate: $40,500

**$$**$$

Basketball court noted to be spalled and cracked. Recommend replacing with asphalt court - AssetCALC ID: 2954815

Retaining Wall in Poor condition.

Concrete Cast-in-Place
Swimming Pool Site

Uniformat Code: G2066
Recommendation: **Repair/Replace in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $70,200

**$$$**$

The retaining wall near the large Sequoya tree is leaning due to lateral forces from the retained earth. Some stabilization of the wall is recommended - AssetCALC ID: 2954848

Stair/Ramp Rails in Poor condition.

Metal
Swimming Pool Retaining Wall Near Pool Equipment Room

Uniformat Code: B1085
Recommendation: **Install in 2021**

Priority Score: **81.9**

Plan Type: Performance/Integrity

Cost Estimate: $5,000

$$$$

Attachments on railing on top of retaining wall near the pool equipment room is damaged and should be repaired. - AssetCALC ID: 2959833

Louvers in Poor condition.

Aluminum
Swimming Pool Building Exterior

Uniformat Code: B2071
Recommendation: **Repair in 2022**

Priority Score: **81.8**

Plan Type: Performance/Integrity

Cost Estimate: $5,900

$$$$

There is water leaking into the pool equipment room from a louver on the exterior wall. It is not clear if the water is leaking from the louver itself or at the edge of the louver where connects to the exterior wall. Louver and flashing to wall should be repaired/replaced to eliminate leak - AssetCALC ID: 2954809

Pool Coating in Poor condition.

Elastomeric Coating
Swimming Pool Wading Pool

Uniformat Code: C2031
Recommendation: **Prep and Paint in 2022**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $11,700

$$$$

Pool coating is worn - AssetCALC ID: 2967153

Stairs in Poor condition.

Concrete, Exterior
Swimming Pool Site

Uniformat Code: B1081
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: $8,300

$$$$

The exterior stairs adjacent to the basketball court severely spalled. Should be replaced with stairs and railings - AssetCALC ID: 2954874

Flooring in Poor condition.

Vinyl Sheeting
Swimming Pool Storage Areas

Uniformat Code: C2035
Recommendation: **Replace in 2023**

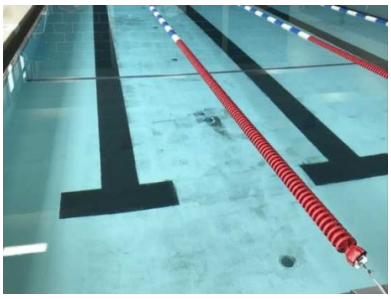
Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: $6,800

$$$$

Flooring old and worn with split seams - AssetCALC ID: 2954876



Pool Coating in Poor condition.

Elastomeric Coating
Swimming Pool Pool

Uniformat Code: C2031
Recommendation: **Prep and Paint in 2023**

Priority Score: **81.6**

Plan Type:
Performance/Integrity

Cost Estimate: $61,400

$$$$

Pool coating appears to be worn and uneven - AssetCALC ID: 2954845

Exterior Door/Frame in Poor condition.

Steel, Standard
Swimming Pool Building Exterior

Uniformat Code: B2051
Recommendation: **Replace in 2023**

Priority Score: **54.7**

Plan Type:
Modernization/Adaptation

Cost Estimate: $12,500

$$$$

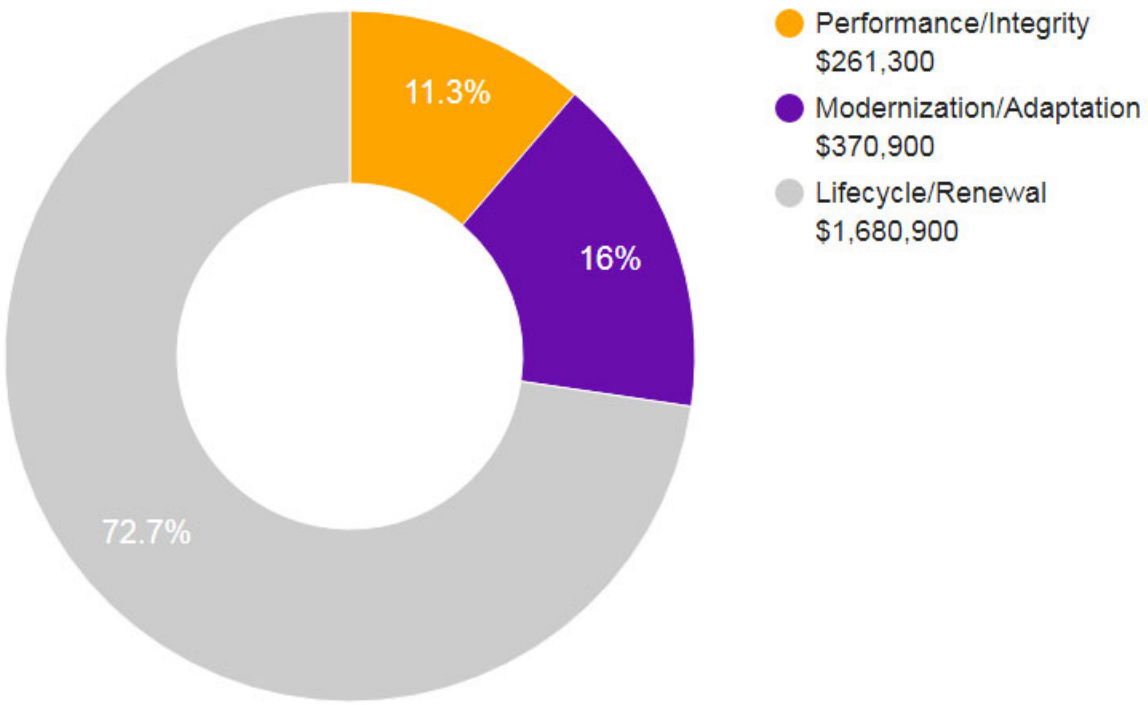
POC reports unusually high replacement costs for HM doors and frames. Price shown herein reflects this costing - AssetCALC ID: 2954861

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the "why" part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the "best" fit, typically the one with the greatest significance.

Plan Type Descriptions		
Safety	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Retrofit/Adaptation	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $2,313,100

2. Building and Site Information

Systems Summary

System	Description	Condition
Structure	Masonry bearing walls and wood-framed and concrete tee roofs	Good
Façade	Painted CMU with aluminum windows	Fair
Roof	Primary: Flat construction with modified bituminous finish Secondary: Shed construction with metal finish	Fair
Interiors	Walls: Painted gypsum board and CMU Floors: Carpet, VCT, elastomeric coating Ceilings: Painted concrete tees and gypsum board, Exposed laminated wood beams	Good
Elevators	None	--
Plumbing	Galvanized supply and cast iron waste and venting Electric water heaters Toilets, urinals, and sinks in all restrooms, showers in dressing rooms	Fair
HVAC	Central steam heating system with boiler and heat exchangers, feeding air handlers and radiant flooring, and providing pool heating. Individual package units. Supplemental components: ductless split-system, exhaust fans	Fair

Systems Summary

Fire Suppression	Fire extinguishers	Good
Electrical	Source and Distribution: Main switchboard Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	Gas detection, Back-up emergency lights, and exit signs	Fair
Equipment/Special	Swimming pool	Good
Site Pavement	Concrete sidewalks, pool deck and stairs Concrete basketball court	Fair
Site Development	Building-mounted signage, Chain link fencing Wading pool Basketball Court Metal benches and picnic tables	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Concrete retaining walls Low to moderate site slopes throughout	Fair
Utilities	Municipal water and sewer Local utility-provided electric and natural gas	Fair
Site Lighting	Building-mounted: HPS	Fair
Ancillary Structures	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this property.	
Key Issues and Findings	Repainting of the exterior walls is budgeted for the short term. Several exterior doors and door frames are corroded and budgeted for near term replacement. There is leakage at the exterior louver for the main air handler that is budgeted for repairs in the short term. Some drain piping replacements are budgeted for the near term. Upgrades to the older air handlers and electrical distribution panels is budgeted for the short term. Recoating of the pool is budgeted for the short term. Resurfacing of the basketball court is budgeted for the near term. Recoating of the wading pool is budgeted for the short term. Concrete retaining wall and stair repairs are needed and budgeted for the near term.	

System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	$4,950	$8,781	-	-	-	$13,731
Facade	-	$58,571	$82,036	$8,386	$52,824	$201,817
Roofing	-	-	-	$392,143	$24,479	$416,622
Interiors	-	$89,007	$78,271	$74,028	$469,601	$710,907
Plumbing	-	-	$285,736	$14,553	$43,160	$343,449
HVAC	-	-	$378,418	$70,029	$140,516	$588,963
Electrical	-	-	$269,903	$271,022	-	$540,925
Fire Alarm & Electronic Systems	-	-	-	$6,504	$8,740	$15,244
Equipment & Furnishings	-	-	-	$5,379	$16,532	$21,911
Special Construction & Demo	-	-	$33,922	$43,884	$661,389	$739,195
Site Development	$70,200	$42,966	-	$5,458	-	$118,624
Site Utilities	-	-	-	$6,289	-	$6,289
Site Pavement	-	$12,550	-	-	-	$12,550
TOTALS	**$75,200**	**$211,900**	**$1,128,300**	**$897,700**	**$1,417,300**	**$3,730,400**

3. Property Space Use and Observed Areas

Unit Allocation

All 20,752 square feet of the property are occupied by City of Oregon City. The spaces are a combination of a natatorium, meeting rooms and offices, with supporting restrooms, locker rooms, and mechanical and other utility spaces.

Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roof.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title III of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "commercial facilities" on the basis of disability. Regardless of its age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

Buildings completed and occupied after January 26, 1992 are required to comply fully with the ADAAG. Existing facilities constructed prior to this date are held to the lesser standard of compliance to the extent allowed by structural feasibility and the financial resources available. As an alternative, a reasonable accommodation pertaining to barrier removal must be made.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance

The facility was originally constructed in 1965 and expanded in 1978. The facility was renovated over the last 5 years or so and accessibility improvements were reportedly implemented at that time.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility study is currently recommended since no major or moderate issues were identified at the subject site. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The city of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of the Swimming Pool, 1211 Jackson Street, Oregon City, Oregon 97045, the “Property”. It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager’s walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property’s original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Ralph Manglass,
Project Manager

Reviewed by:

Al Diefert,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.cave@bvna.com
800.733.0660 x6554

1	FRONT ELEVATION

2	RIGHT ELEVATION

3	REAR ELEVATION

4	LEFT ELEVATION

5	ROOFING OVERVIEW

6	ROOF OVERVIEW

7	SKYLIGHTS

8	METAL ROOFING

9	FACADE OVERVIEW

10	SERVICE DOORS

11	CORRODED EXTERIOR DOOR

12	NATATORIUM GLASS

13	EXTERIOR LOUVER WITH LEAKAGE

14	LOCKER ROOM WATER HEATER

15	OFFICE WATER HEATER

16	CORRODED POOL DRAIN PIPING

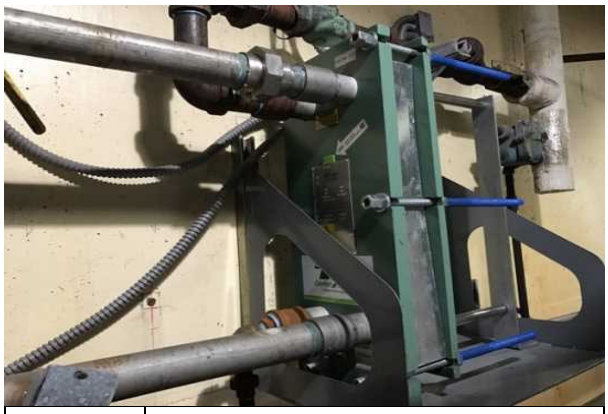
17	RESTROOM FIXTURES

18	BOILER

19	HEAT EXCHANGER, FLOOR HEAT

20	AIR HANDLER

21	PACKAGE UNIT



22	POOL HEAT EXCHANGER

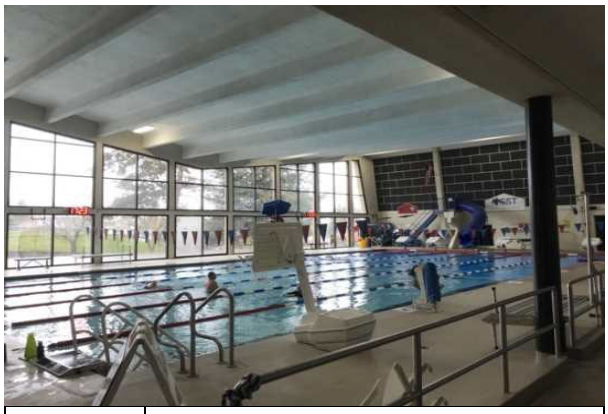
23	DUCT COIL

24	DUCTLESS SPLIT SYSTEM

25	SWITCHBOARD

26	SWITCHGEAR

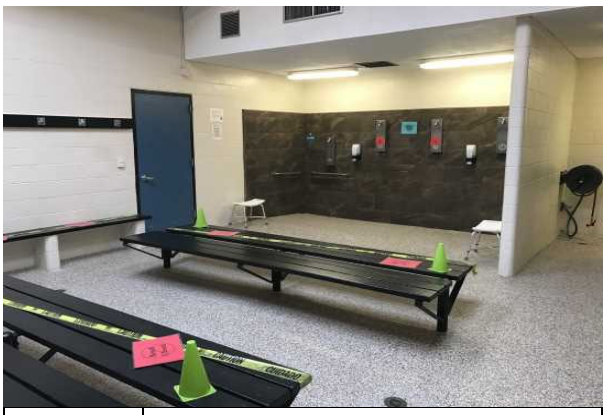
27	LIGHTING



28	NATATORIUM

29	NATATORIUM SEATING

30	BREAK ROOM

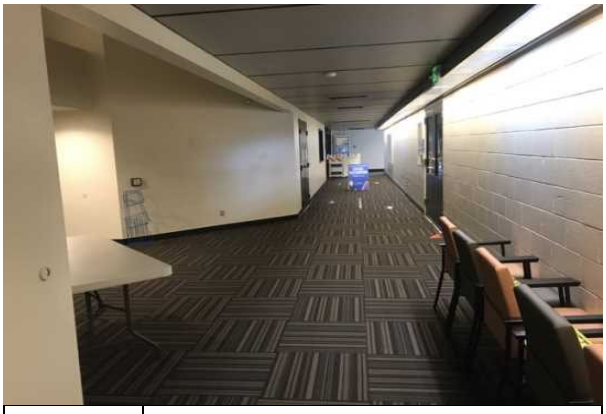


31	SHOWER AREA

32	SHEET FLOORING

33	CORRODED DOOR FRAMES

34	KITCHEN

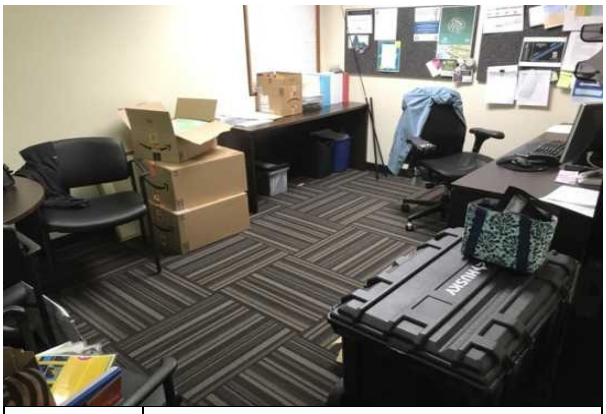


35	HALLWAY

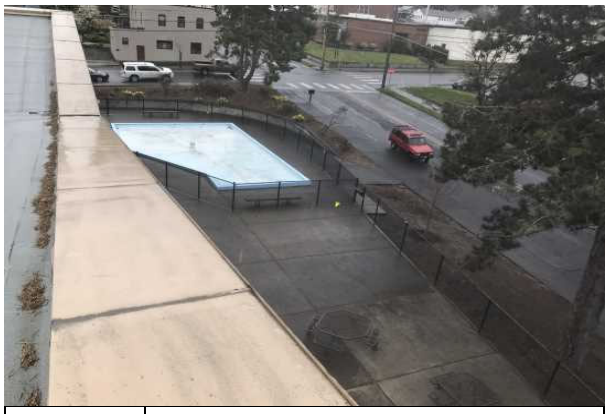
36	BASEMENT EQUIPMENT ROOM

37	COMMUNITY ROOM

38	RESTROOM



39	OFFICE



40	WADING POOL AND PLAY YARD

41	BASKETBALL COURT

42	SITE FENCING

43	LEANING RETAINING WALL

44	SITE STAIRS

45	WALKWAY PAVING

46	RETAINING WALL SPALLING

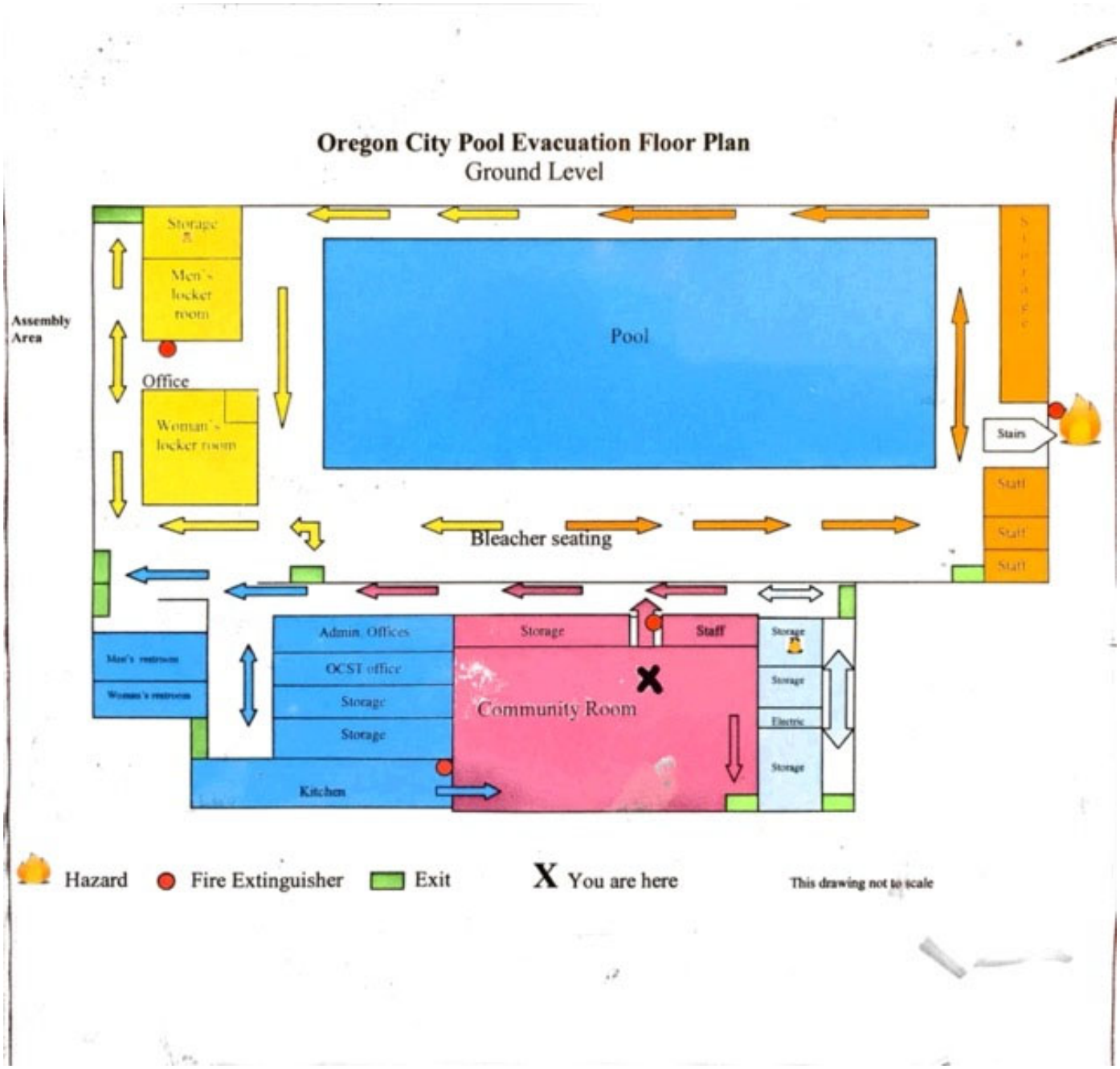
47	DETERIORATED STAIRS

48	LANDSCAPING OVERVIEW

Site Plan

Project Number	Project Name
148392.21R000-005.017	Swimming Pool
Source	**On-Site Date**
Google	March 24, 2021

Floor Plan



Project Number	Project Name
148392.21R000-005.017	Swimming Pool
Source	**On-Site Date**
Google	March 24, 2021

BUREAU VERITAS FACILITY CONDITION ASSESSMENT:
PRE-SURVEY QUESTIONNAIRE

Building / Facility Name:	**Swimming Pool**
Name of person completing form:	**Dale Smelser**
Title / Association with property:	**Facilities Maintenance**
Length of time associated w/ property:	**10 Years**
Date Completed:	**March 10, 2021**
Phone Number:	**503-752-9703**
Method of Completion:	**PRIOR: fully completed by client in advance**

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

DATA OVERVIEW		RESPONSE		
1	Year/s constructed / renovated	Original building constructed in 1965. A major addition was added in 1978		
2	Building size in SF	Approx 27,000 SF		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade	2017	Added an awning over the secondary front door.
		Roof	2009	New roof
		Interiors		See below
		HVAC	2017	Added a mini-split heat pump to main office, mainly for cooling, since the natatorium and locker rooms tend to make the main office hot.
		Electrical		Repairs happen as needed
		Site Pavement	2020	Major sidewalk repairs on 13th St
		Accessibility		See below
QUESTION		**RESPONSE**		
4	List other significant capital improvements (focus on recent years; provide approximate date).	2014 – New window frame and glass on souyh natatorium wall. 2016 – Convert office space to 2 ADA family changing rooms, renovate front office. 2017- Convert 2 hall restrooms to ADA, remodel hallway ceilings. 2018 – Hall offices remodeled. 2019 – replace a major portion of the pool deck and steel support posts that were deteriorating right before our eyes.		
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	Replace some doors. Paint exterior. Re-surface wading pool. Replace dividing wall in Community Room. New pool slide. Convert much of the facility lighting to LED.		

6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	Many facility doors in need of replacement. Wading pool surface needs re-do.

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

QUESTION		RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		X			
8	Are there any wall, window, basement or roof leaks?	X				In boiler room, when it rains really hard, rain comes in through the fresh air vent of the natatorium heat exchanger and leaks through the floor to the basement.
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?		X			
10	Are your elevators unreliable, with frequent service calls?				X	
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?	X				Most of the facility plumbing is original steel water lines and cast iron drain lines. Water lines have rusty water coming out if the fixtures go unused for any length of time. Many of the drains are slow and need rooter service faily often.
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?	X				The heat exchangers and steam pipes from the boiler are old. There are no current problems, but with such an old system, it could happen any time.
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?	X				For the most part, the system works pretty good. Since the main office and the locker rooms share the same heat, it can be difficult to maintain a balance. It would be nice if the locker rooms had their own heat systems.
14	Is the electrical service outdated, undersized, or otherwise problematic?	X				The distribution center in the boiler room is outdated and in need of replacement.
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?	X				Because of the original design, the 2 sidewalk drains in front of the building, on 12th St, are easily clogged by debris. Larger catch basins would solve the problem.
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.			X		Our ADA is up to date and exceeds requirements.

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)						
QUESTION		RESPONSE				COMMENTS
		Yes	No	Unk	NA	
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?	X				Our ADA is up to date and exceeds requirements.
20	ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?		X			

Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Swimming Pool

BV Project Number: 148392.21R000-005.017

Facility History & Interview

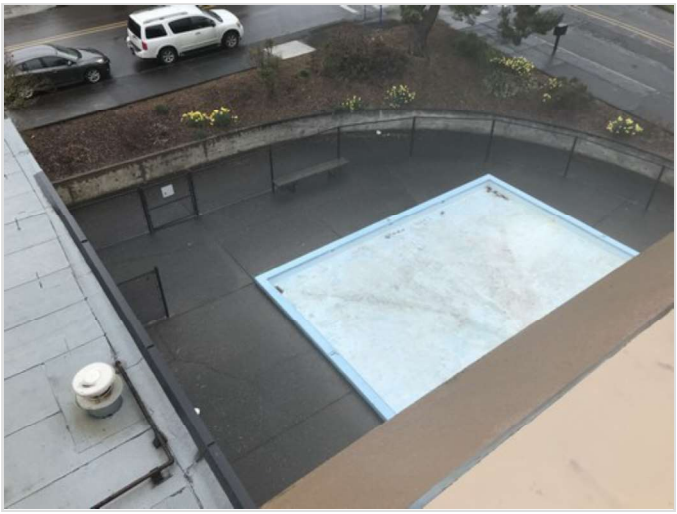
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?	X			
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?	X			
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Swimming pool: Accessibility Issues

Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking	**NA**			
Exterior Accessible Route				X
Building Entrances				X
Interior Accessible Route				X
Elevators	**NA**			
Public Restrooms				X
Kitchens/Kitchenettes				X
Playgrounds & Swimming Pools				X
Other	**NA**			

**be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

Swimming pool: Photographic Overview



Accessible path

Accessible restroom

Accessible shower

Pool lift

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Structure						
B1080	Retaining Wall Near Pool Equipment Room	Poor	Stair/Ramp Rails, Metal, Install	50 LF	0	2959833
B1080	Site	Poor	Stairs, Concrete, Exterior	35 SF	2	2954874
Facade						
B2010	Exterior Wall	Poor	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	9,500 SF	2	2959826
B2020	Building Exterior (Excluding Natatorium)	Fair	Storefront, Glazing & Framing	1,050 SF	3	2954822
B2050	Building Exterior	Poor	Exterior Door/Frame, Steel, Standard	3	2	2954861
B2050	Exterior Walls	Fair	Exterior Door, Steel, Standard	8	10	2959829
B2070	Building Exterior	Poor	Louvers, Aluminum, Repair	1	1	2954809
Roofing						
B3010	Roof	Fair	Roofing, Modified Bitumen	19,050 SF	8	2954852
B3010	Roof	Fair	Roofing, Metal	425 SF	20	2954849
B3060	Roof	Good	Roof Skylight, Acrylic	4	18	2954829
Interiors						
C1030	Staff Restroom	Poor	Interior Door, Steel, Standard	1	2	2954851
C1030	Throughout Building	Fair	Interior Door, Steel, Standard	8	15	2954821
C1070	Corridors	Good	Suspended Ceilings, Fiberglass Paneling	2,500 SF	18	2954875
C1090	Restrooms	Good	Toilet Partitions, Metal	5	13	2954813
C1090	Locker Rooms	Good	Lockers, Steel-Baked Enamel, 12" W x 15" D x 72" H	20	13	2954843
C2010	Natatorium	Good	Wall Finishes, Acoustical Tile (ACT)	1,500 SF	18	2954826
C2010	Throughout Building	Fair	Wall Finishes, Any Paintable Surface, Prep & Paint	25,000 SF	3	2954868
C2030	Locker Rooms	Good	Flooring, Elastomeric Coating, Prep & Paint	1,250 SF	6	2954839
C2030	Classroom/ Offices	Good	Flooring, Vinyl Tile, High End	2,500 SF	8	2954837
C2030	Storage Areas	Poor	Flooring, Vinyl Sheeting	750 SF	2	2954876
C2030	Corridors	Good	Flooring, Carpet, Commercial Tile	2,750 SF	6	2954857
C2030	Wading Pool	Poor	Pool Coating, Elastomeric Coating, Prep & Paint	1,000 SF	1	2967153
C2030	Pool	Poor	Pool Coating, Elastomeric Coating, Prep & Paint	5,250 SF	2	2954845
C2050	Throughout Building	Fair	Ceiling Finishes, Any Paintable Surface, Prep & Paint	8,800 SF	3	2954836
Plumbing						
D2010	Wading Pool Restrooms	Fair	Toilet, Commercial Plumbing Fixtures	5	23	2959832
D2010	Restrooms	Good	Sink/Lavatory, Wall-Hung, Vitreous China	4	23	2954858
D2010	Locker Rooms	Good	Sink/Lavatory, Multi-user/Stainless Steel	2	23	2954859
D2010	Throughout Building	Fair	Plumbing System, Supply & Sanitary, High Density (includes fixtures)	8,800 SF	5	2954835
D2010	Restrooms	Fair	Urinal, Standard	2	15	2954855
D2010	Storage, Serving Locker Room	Good	Water Heater, Gas, Commercial 100 GAL	1	16	2954834
D2010	Pool Equipment Room	Fair	Pump, Circulation, Pool Water, 28 HP	1	5	2954863
D2010	Pool Equipment Room	Fair	Supplemental Components, Ultraviolet Disinfection Unit, Pool	1	10	2954844
D2010	Storage	Good	Water Heater, Electric, Residential, 53 to 120 GAL	1	11	2954816
D2060	Chemical Room	Good	Storage Tank, Industrial Gases, 100 GAL	1	18	2954812
HVAC						

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D3020	Storage	Fair	Heat Exchanger, Shell & Tube, HVAC, 21 to 25 GPM	1	5	2954865
D3020		Fair	Boiler Supplemental Components, Chemical Feed System	1	5	2954830
D3020	Pool equipment Room	Fair	Heat Exchanger, Plate & Frame, Pool Water	1	5	2954847
D3020	Pool Equipment Room	Fair	Boiler, Dual Fuel, HVAC, 2001 to 20000 MBH	1	21	2954823
D3030	Lower Roof	Good	Split System Ductless, Multi Zone, per 1 to 2 TON FCU	1	10	2954814
D3050	Storage, Serving Locker Room Area	Fair	Air Handler, Heating and Cooling Coils	1	3	2954825
D3050	Storage, Serving Lockers & Office	Fair	Air Handler, Interior AHU, Easy/Moderate Access, 10001 to 15000 CFM	1	5	2954867
D3050	Lower Roof	Fair	Packaged Unit, Roof-Mounted, 10 TON	1	8	2954838
D3050	Lower Roof	Fair	Packaged Unit, RTU, Pad or Roof-Mounted, 5 TON	1	8	2954873
D3050	Mechanical Room - Natatorium	Fair	Air Handler, Exterior AHU, 10001 to 15000 CFM	1	4	2954819
D3050	Lower Roof	Fair	Packaged Unit, RTU, Pad or Roof-Mounted, 3 TON	1	7	2954818
D3050	Mechanical Room - Natatorium	Fair	Air Handler, Heating and Cooling Coils	1	5	2954862
D3060	Natatorium Roof	Fair	Exhaust Fan, Rooftop	4	5	2954827
D3060	Lower Roof	Fair	Exhaust Fan, Propeller, 10 HP Motor, 50000 CFM	2	5	2954828
Electrical						
D5020	Pool Equipment Room	Fair	Switchgear, 277/480 V, 800 AMP	1	3	2954860
D5020	Pool Equipment Room	Fair	Switchboard, 800 AMP	1	3	2954872
D5040	Throughout Building	Fair	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures	20,572 SF	8	2954820
Fire Alarm & Electronic Systems						
D7030	Storage	Good	Security Monitor, Closed Circuit, Command	1	6	2954856
Equipment & Furnishings						
E1060	Kitchen	Good	Residential Appliances, Dishwasher, Range, Refrigerator	3	6	2954811
E2010	Kitchen	Good	Casework, Cabinetry, Standard	20 LF	15	2954870
E2010	Kitchen	Good	Casework, Countertop, Plastic Laminate	25 LF	9	2954853
Special Construction & Demo						
F1050	Wading Pool	Fair	Pool Finishes, Basin & Deck Finishes, Epoxy Paint	1,400 SF	3	2954840
F1050	Natatorium	Fair	Pool Accessories, Gutter System	800 LF	15	2954831
F1050	Pool Equipment Room	Fair	Pool Equipment, Horizontal Sand Filter	2	3	2954866
F1050	Natatorium	Good	Pool Equipment, Pool Lift, Accessible Transfer Device	1	13	2959825
F1050	Natatorium	Fair	Pool Accessories, Pool Slide, Carved Plastic	1	15	2959816
F1050	Natatorium	Fair	Pool Accessories, Diving Board	1	10	2954871
F1050	Natatorium	Fair	Pool Accessories, Slide Stair	1	15	2954869
F1050	Natatorium	Good	Pool Finishes, Basin & Deck Finishes, Coating	2,500 SF	8	2954841
Pedestrian Plazas & Walkways						
G2020	Wading Pool Area	Fair	Pedestrian Surfaces, Pavement, Asphalt, Mill & Overlay	2,600 SF	2	2954832
Athletic, Recreational & Playfield Areas						
G2050	Basketball Court	Poor	Athletic Surfaces & Courts, Basketball/General, Concrete Pavement, Mill & Overlay	2,500 SF	2	2954815
Sitework						
G2060	Basketball Court	Fair	Fences & Gates, Fence, Chain Link 8'	125 LF	10	2959831
G2060	Site	Good	Fences & Gates, Fence, Chain Link 6'	250 LF	25	2954850
G2060	Site	Poor	Retaining Wall, Concrete Cast-in-Place, Repair/Replace	1,800 SF	0	2954848

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G4050	Exterior Walls	Fair	Exterior Fixture w/ Lamp, Varies, w/ LED Replacement, 250 W	6	10	2954817

Replacement Reserves Report

Swimming Pool

7/12/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Swimming Pool	$75,150	$18,077	$193,803	$470,385	$122,906	$535,005	$54,974	$11,991	$758,271	$2,120	$70,329	$19,075	$140,402	$155,305	$0	$654,089	$99,748	$11,281	$193,607	$0	$143,753	$3,730,270
Grand Total	**$75,150**	**$18,077**	**$193,803**	**$470,385**	**$122,906**	**$535,005**	**$54,974**	**$11,991**	**$758,271**	**$2,120**	**$70,329**	**$19,075**	**$140,402**	**$155,305**	**$0**	**$654,089**	**$99,748**	**$11,281**	**$193,607**	**$0**	**$143,753**	**$3,730,270**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B1080	2954874	Stairs, Concrete, Exterior, Replace	50	48	2	35	SF	$236.50	$8,278			$8,278																			**$8,278**
B1080	2959833	Stair/Ramp Rails, Metal, Install	0	0	0	50	LF	$99.00	$4,950	$4,950																					**$4,950**
B2010	2959826	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	8	2	9500	SF	$3.90	$37,050			$37,050									$37,050										**$74,100**
B2020	2954822	Storefront, Glazing & Framing, Replace	30	27	3	1050	SF	$71.50	$75,075				$75,075																		**$75,075**
B2050	2954861	Exterior Door/Frame, Steel, Standard, Replace	40	38	2	3	EA	$4,160.00	$12,480			$12,480																			**$12,480**
B2050	2959829	Exterior Door, Steel, Standard, Replace	40	30	10	8	EA	$780.00	$6,240											$6,240											**$6,240**
B2070	2954809	Louvers, Aluminum, Repair	40	39	1	1	EA	$5,850.00	$5,850		$5,850																				**$5,850**
B3010	2954849	Roofing, Metal, Replace	40	20	20	425	SF	$16.90	$7,183																					$7,183	**$7,183**
B3010	2954852	Roofing, Modified Bitumen, Replace	20	12	8	19050	SF	$16.25	$309,563									$309,563													**$309,563**
B3060	2954829	Roof Skylight, Acrylic, Replace	30	12	18	4	EA	$1,690.00	$6,760																			$6,760			**$6,760**
C1030	2954851	Interior Door, Steel, Standard, Replace	40	38	2	1	EA	$4,290.00	$4,290			$4,290																			**$4,290**
C1030	2954821	Interior Door, Steel, Standard, Replace	40	25	15	8	EA	$4,160.00	$33,280																$33,280						**$33,280**
C1070	2954875	Suspended Ceilings, Fiberglass Paneling, Replace	25	7	18	2500	SF	$19.50	$48,750																			$48,750			**$48,750**
C1090	2954813	Toilet Partitions, Metal, Replace	20	7	13	5	EA	$1,105.00	$5,525														$5,525								**$5,525**
C1090	2954843	Lockers, Steel-Baked Enamel, 12" W x 15" D x 72" H, Replace	20	7	13	20	EA	$650.00	$13,000														$13,000								**$13,000**
C2010	2954868	Wall Finishes, Any Paintable Surface, Prep & Paint	10	7	3	25000	SF	$1.95	$48,750				$48,750										$48,750								**$97,500**
C2010	2954826	Wall Finishes, Acoustical Tile (ACT), Replace	25	7	18	1500	SF	$10.40	$15,600																			$15,600			**$15,600**
C2030	2967153	Pool Coating, Elastomeric Coating, Prep & Paint	10	9	1	1000	SF	$11.70	$11,700		$11,700										$11,700										**$23,400**
C2030	2954845	Pool Coating, Elastomeric Coating, Prep & Paint	10	8	2	5250	SF	$11.70	$61,425			$61,425										$61,425									**$122,850**
C2030	2954839	Flooring, Elastomeric Coating, Prep & Paint	10	4	6	1250	SF	$11.70	$14,625							$14,625										$14,625					**$29,250**
C2030	2954876	Flooring, Vinyl Sheeting, Replace	15	13	2	750	SF	$9.10	$6,825			$6,825															$6,825				**$13,650**
C2030	2954837	Flooring, Vinyl Tile, High End, Replace	15	7	8	2500	SF	$9.10	$22,750									$22,750													**$22,750**
C2030	2954857	Flooring, Carpet, Commercial Tile, Replace	10	4	6	2750	SF	$8.45	$23,238							$23,238										$23,238					**$46,475**
C2050	2954836	Ceiling Finishes, Any Paintable Surface, Prep & Paint	10	7	3	8800	SF	$2.60	$22,880				$22,880										$22,880								**$45,760**
D2010	2954863	Pump, Circulation, Pool Water, 28 HP, Replace	25	20	5	1	EA	$17,680.00	$17,680						$17,680																**$17,680**
D2010	2954816	Water Heater, Electric, Residential, 53 to 120 GAL, Replace	15	4	11	1	EA	$2,080.00	$2,080												$2,080										**$2,080**
D2010	2954834	Water Heater, Gas, Commercial 100 GAL, Replace	20	4	16	1	EA	$16,120.00	$16,120																	$16,120					**$16,120**
D2010	2954835	Plumbing System, Supply & Sanitary, High Density (includes fixtures), Replace	40	35	5	8800	SF	$26.00	$228,800						$228,800																**$228,800**
D2010	2954855	Urinal, Standard, Replace	30	15	15	2	EA	$1,430.00	$2,860																$2,860						**$2,860**
D2010	2954844	Supplemental Components, Ultraviolet Disinfection Unit, Pool, Replace	20	10	10	1	EA	$10,829.00	$10,829											$10,829											**$10,829**
D2060	2954812	Storage Tank, Industrial Gases, 100 GAL, Replace	30	12	18	1	EA	$5,850.00	$5,850																			$5,850			**$5,850**
D3020	2954865	Heat Exchanger, Shell & Tube, HVAC, 21 to 25 GPM, Replace	35	30	5	1	EA	$9,100.00	$9,100						$9,100																**$9,100**
D3020	2954847	Heat Exchanger, Plate & Frame, Pool Water, Replace	35	30	5	1	EA	$9,750.00	$9,750						$9,750																**$9,750**
D3020	2954830	Boiler Supplemental Components, Chemical Feed System, Replace	15	10	5	1	EA	$15,210.00	$15,210						$15,210															$15,210	**$30,420**
D3030	2954814	Split System Ductless, Multi Zone, per 1 to 2 TON FCU, Replace	15	5	10	1	EA	$5,200.00	$5,200											$5,200											**$5,200**
D3050	2954825	Air Handler, Heating and Cooling Coils, Replace	15	12	3	1	EA	$5,720.00	$5,720				$5,720															$5,720			**$11,440**
D3050	2954819	Air Handler, Exterior AHU, 10001 to 15000 CFM, Replace	20	16	4	1	EA	$109,200.00	$109,200					$109,200																	**$109,200**
D3050	2954867	Air Handler, Interior AHU, Easy/Moderate Access, 10001 to 15000 CFM, Replace	30	25	5	1	EA	$91,000.00	$91,000						$91,000																**$91,000**
D3050	2954862	Air Handler, Heating and Cooling Coils, Replace	15	10	5	1	EA	$57,200.00	$57,200						$57,200															$57,200	**$114,400**
D3050	2954818	Packaged Unit, RTU, Pad or Roof-Mounted, 3 TON, Replace	20	13	7	1	EA	$9,750.00	$9,750								$9,750														**$9,750**
D3050	2954838	Packaged Unit, Roof-Mounted, 10 TON, Replace	20	12	8	1	EA	$26,000.00	$26,000									$26,000													**$26,000**
D3050	2954873	Packaged Unit, RTU, Pad or Roof-Mounted, 5 TON, Replace	20	12	8	1	EA	$14,300.00	$14,300									$14,300													**$14,300**
D3060	2954827	Exhaust Fan, Rooftop, Replace	20	15	5	4	EA	$5,460.00	$21,840						$21,840																**$21,840**
D3060	2954828	Exhaust Fan, Propeller, 10 HP Motor, 50000 CFM, Replace	20	15	5	2	EA	$5,460.00	$10,920						$10,920																**$10,920**
D5020	2954860	Switchgear, 277/480 V, 800 AMP, Replace	40	37	3	1	EA	$182,000.00	$182,000				$182,000																		**$182,000**
D5020	2954872	Switchboard, 800 AMP, Replace	40	37	3	1	EA	$65,000.00	$65,000				$65,000																		**$65,000**
D5040	2954820	Interior Lighting System, Full Upgrade, Medium Density & Standard Fixtures, Replace	20	12	8	20572	SF	$10.40	$213,949									$213,949													**$213,949**
D7030	2954856	Security Monitor, Closed Circuit, Command, Replace	10	4	6	1	EA	$5,447.00	$5,447							$5,447										$5,447					**$10,894**
E1060	2954811	Residential Appliances, Dishwasher, Range, Refrigerator, Replace	10	4	6	3	EA	$910.00	$2,730							$2,730										$2,730					**$5,460**
E2010	2954853	Casework, Countertop, Plastic Laminate, Replace	15	6	9	25	LF	$65.00	$1,625										$1,625												**$1,625**
E2010	2954870	Casework, Cabinetry, Standard, Replace	20	5	15	20	LF	$390.00	$7,800																$7,800						**$7,800**
F1050	2954840	Pool Finishes, Basin & Deck Finishes, Epoxy Paint, Replace	15	12	3	1400	SF	$4.81	$6,734				$6,734															$6,734			**$13,468**
F1050	2954866	Pool Equipment, Horizontal Sand Filter, Replace	15	12	3	2	EA	$12,155.00	$24,310				$24,310															$24,310			**$48,620**
F1050	2954841	Pool Finishes, Basin & Deck Finishes, Coating, Replace	15	7	8	2500	SF	$4.81	$12,025									$12,025													**$12,025**
F1050	2954871	Pool Accessories, Diving Board, Replace	30	20	10	1	EA	$21,320.00	$21,320											$21,320											**$21,320**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
F1050	2959825	Pool Equipment, Pool Lift, Accessible Transfer Device, Replace	20	7	13	1	EA	$15,600.00	$15,600														$15,600								**$15,600**
F1050	2954831	Pool Accessories, Gutter System, Replace	40	25	15	800	LF	$390.00	$312,000																$312,000						**$312,000**
F1050	2959816	Pool Accessories, Pool Slide, Carved Plastic, Replace	30	15	15	1	EA	$42,575.00	$42,575																$42,575						**$42,575**
F1050	2954869	Pool Accessories, Slide Stair, Replace	30	15	15	1	EA	$21,320.00	$21,320																$21,320						**$21,320**
G2020	2954832	Pedestrian Surfaces, Pavement, Asphalt, Mill & Overlay	25	23	2	2600	SF	$4.55	$11,830			$11,830																			**$11,830**
G2050	2954815	Athletic Surfaces & Courts, Basketball/General, Concrete Pavement, Mill & Overlay	25	23	2	2500	SF	$16.20	$40,500			$40,500																			**$40,500**
G2060	2959831	Fences & Gates, Fence, Chain Link 8', Replace	40	30	10	125	LF	$32.50	$4,063											$4,063											**$4,063**
G2060	2954848	Retaining Wall, Concrete Cast-in-Place, Repair/Replace	0	0	0	1800	SF	$39.00	$70,200	$70,200																					**$70,200**
G4050	2954817	Exterior Fixture w/ Lamp, Varies, w/ LED Replacement, 250 W, Replace	20	10	10	6	EA	$780.00	$4,680											$4,680											**$4,680**
Totals, Unescalated										**$75,150**	**$17,550**	**$182,678**	**$430,469**	**$109,200**	**$461,500**	**$46,040**	**$9,750**	**$598,586**	**$1,625**	**$52,332**	**$13,780**	**$98,475**	**$105,755**	**$0**	**$419,835**	**$62,160**	**$6,825**	**$113,724**	**$0**	**$79,593**	**$2,885,025**
Totals, Escalated (3.0% inflation, compounded annually)										**$75,150**	**$18,077**	**$193,803**	**$470,385**	**$122,906**	**$535,005**	**$54,974**	**$11,991**	**$758,271**	**$2,120**	**$70,329**	**$19,075**	**$140,402**	**$155,305**	**$0**	**$654,089**	**$99,748**	**$11,281**	**$193,607**	**$0**	**$143,753**	**$3,730,270**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Tyrone S. Woods Memorial Park
14511 Glen Oak Road
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-024.017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
April 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community Park
Main Address	14511 Glen Oak Road, Oregon City, Oregon 97045
Site Developed	2020
Lot Size	8.21 acres (Per County GIS records)
Number of Substantial Buildings	1
Parking Spaces	24 total spaces all in open lots; Two of which are accessible
Date(s) of Visit	April 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 Phone dconrad@orcity.org
On-site Point of Contact (POC)	NA, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared by	Rashad Alnial and Bhaskar Ale
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Tyrone S. Woods Memorial Park, is located in the city of Oregon City at the intersection of Glen Oak Rd Avenue and High School Ave. The Park includes playgrounds, picnic shelters, picnic tables, and restroom building. The Park was recently built in 2020 and named after Tyrone S. Woods a US Navy seal who served the CIA and died serving the country.

Architectural

The only building onsite was a wood framed restroom building. No issues were observed with the metal roof.

No issues were observed with the picnic shelters either.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There was no heating or cooling onsite at the restroom building. There was security onsite at the park.

Site and Amenities

Majority of the park site amenities are brand new, so no issues were observed.

Recommended Additional Studies

No additional studies recommended at this time.

Systems Expenditure Forecast

Systems Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	-	$2,096	$2,817	$4,913
Roofing	-	-	-	-	-	-
Plumbing	-	-	-	-	$3,038	$3,038
Fire Alarm & Electronic Systems	-	-	-	$16,772	$22,540	$39,312
Special Construction & Demo	-	-	-	-	-	-
Site Development	-	-	$5,682	$12,993	$156,200	$174,875
Site Utilities	-	-	-	-	$39,445	$39,445
Site Pavement	-	-	$5,267	$6,106	$15,284	$26,657
TOTALS	**-**	**-**	**$11,000**	**$38,000**	**$239,400**	**$288,400**

Immediate Needs

Not applicable, no immediate needs identified.

Key Findings

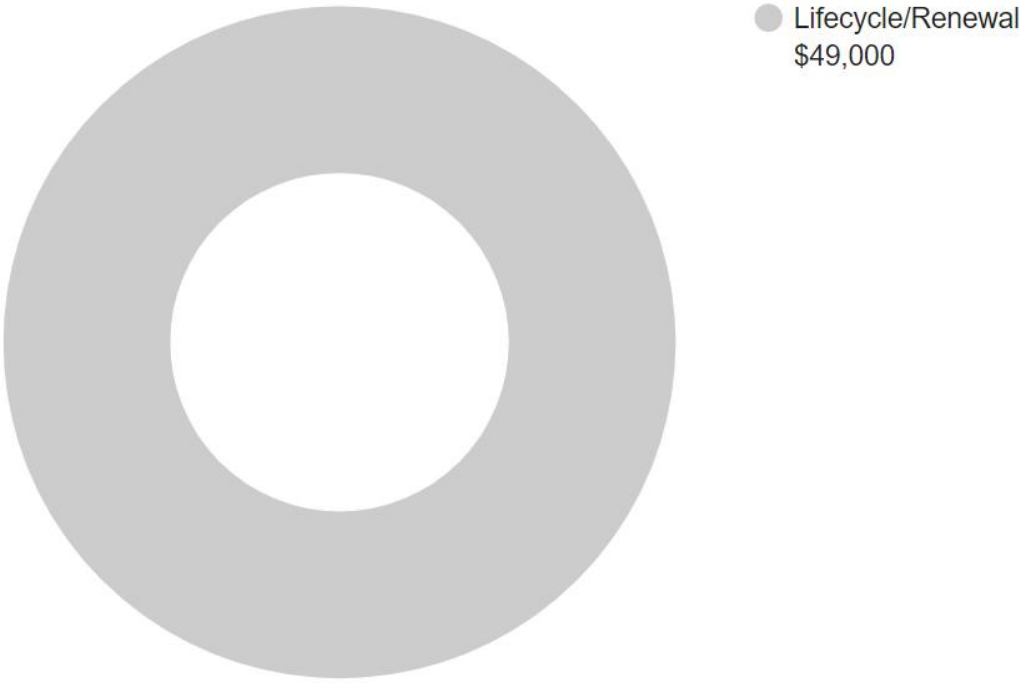
No key findings for this set of locations.

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $49,000

2. Restroom Building

Restroom Building: Systems Summary		
Address	14511 Glen Oak Road, Oregon City, Oregon 97045	
Constructed/Renovated	2020	
Building Size	200 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Conventional wood frame structure on concrete slab	Excellent
Façade	Wood siding with no windows	Excellent
Roof	Primary: Gable construction with metal finish	Excellent
Interiors	Walls: Painted gypsum board Floors: Concrete Ceilings: Unfinished/exposed	Excellent
Elevators	None	--
Plumbing	Copper supply and cast iron waste & venting No hot water Drinking fountain Toilets, and sinks in all restrooms	Excellent

Restroom Building: Systems Summary

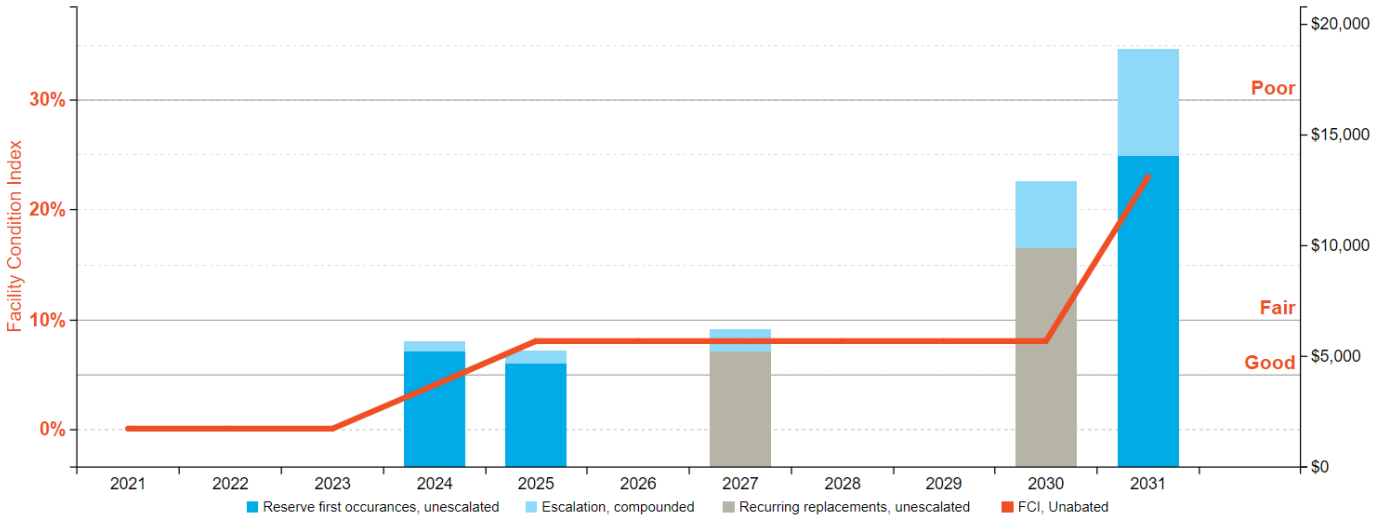
HVAC	NA	--
Fire Suppression	None	--
Electrical	Source & Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Excellent
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	No major issues	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Building 1: Needs by Year with Unaddressed FCI Over Time

FCI Analysis: Tyrone S. Woods Memorial Park

Replacement Value: $ 130,000; Inflation rate: 3.0%



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	2 EA	Excellent
Gazebos	Metal and wood framed	144 SF	Excellent
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		
On-Site Vehicular Paving	Asphalt parking areas and drive lanes with concrete curbs, traffic markings, signage and concrete parking curbs		
Pedestrian paving and Trails	Concrete sidewalks		
On-Site Amenities	Chain link fencing, picnic tables, benches		
Ancillary Buildings	Gazebos Shelters		
Fields and Lots	play structure		
Storm Water Management	Surface drainage to developed surroundings and Swales connecting to drain inlets		

General Site Information

Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	No major issues.

4. Property Space Use and Observed Areas

Areas Observed

Most of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the checklists that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The park was originally constructed in 2020. The park has not since been substantially renovated.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built/ Renovated*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	2020	No	No
General Park	2020	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Tyrone S. Woods Memorial Park, 14511 Glen Oak Road, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Any reuse or distribution of this report without such consent shall be at the Client and the recipient's sole risk, without liability to Bureau Veritas.

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Reviewed by:

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Technical Report Reviewer for
James A. Cave,
Program Manager
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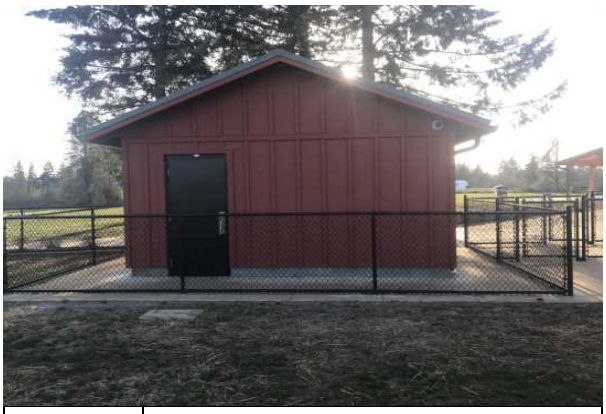
1	FRONT ELEVATION

2	LEFT ELEVATION

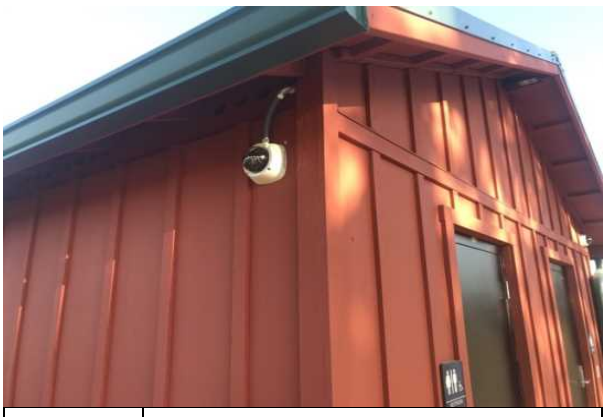


3	REAR ELEVATION

4	RIGHT ELEVATION

5	DRINKING FOUNTAIN

6	PARK SIGNAGE COVERED



7	SECURITY CAMERA

8	ELECTRICAL PANEL

9	PARKING LOTS

10	GAZEBO

11	SIDEWALK

12	BIKE RACK

13	FENCES AND GATES

14	POLE LIGHT FIXTURE WITH LAMPS

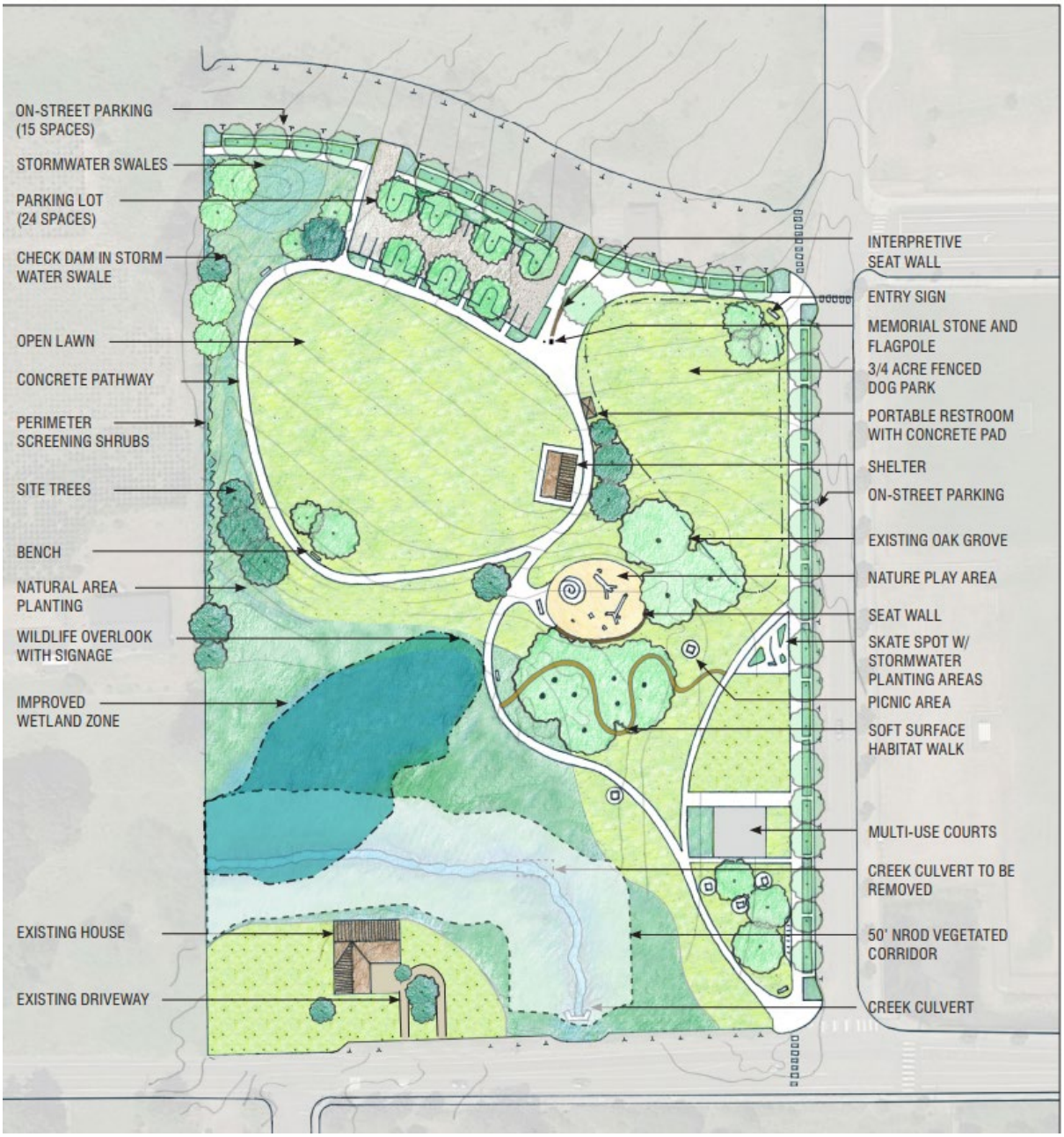
15	ACCESSIBLE RAMP OR PATH

16	ADA PARKING

17	PLAYGROUND

18	BENCH

Site Plan



Project Number	Project Name
148392.21R000-024.017	Tyrone S. Woods Memorial Park City of Oregon City
Source	**On-Site Date**
Google	April 7, 2021

N

Aerial Site Plan

Project Number	Project Name
148392.21R000-024.017	Tyrone S. Woods Memorial Park City of Oregon City
Source	**On-Site Date**
Google	April 7, 2021

N

THE PRE-SURVEY QUESTIONNAIRE WAS NOT RETURNED TO BV

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Tyrone S. Woods Memorial Park

BV Project Number: 148392.21R-00 - 024.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?			X	
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	NA

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	X			
2	Has the play area been reviewed for accessibility ?			X	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Excellent	Exterior Walls, Wood Clapboard Siding, 1-2 Story Building [No tag/plate found]	400 SF	30	2957114
B2010	Restrooms	Excellent	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint [No tag/plate found]	400 SF	10	2957099
B2050	Restrooms	Excellent	Exterior Door, Steel, Standard [No tag/plate found]	3	40	2957090
Roofing						
B3010	Restrooms	Excellent	Roofing, Metal [No tag/plate found]	250 SF	40	2957106
B3060	Restrooms	Excellent	Roof Skylight, per unit, up to 20 SF [No tag/plate found]	2	30	2957107
Plumbing						
D2010	Dog Park	Excellent	Drinking Fountain, Exterior/Site, Metal Pedestal [No tag/plate found]	1	15	2957116
D2010	Restrooms	Excellent	Toilet, Commercial Water Closet [No tag/plate found]	2	30	2957092
D2010	Restrooms	Excellent	Sink/Lavatory, Vanity Top, Stainless Steel [No tag/plate found]	2	30	2957095
Fire Alarm & Electronic Systems						
D7030	Restrooms	Excellent	Security Camera, Typical [No tag/plate found]	4	10	2957109
Special Construction & Demo						
F1020	Shed	Excellent	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Standard [No tag/plate found]	144 SF	30	2957087
Pedestrian Plazas & Walkways						
G2020	Parking lot	Good	Parking Lots, Pavement, Asphalt, Mill & Overlay [No tag/plate found]	8,000 SF	24	2957098
G2020	Parking lot	Good	Parking Lots, Pavement, Asphalt, Seal & Stripe [No tag/plate found]	8,000 SF	4	3141343
G2030	Site	Excellent	Sidewalk, Concrete, Large Areas [No tag/plate found]	12,000 SF	50	2957089
Athletic, Recreational & Playfield Areas						
G2050	Playground	Excellent	Play Structure, Multipurpose, Large [No tag/plate found]	1	20	2957105
G2050	Playground	Excellent	Playfield Surfaces, Chips Wood, 6" Depth [No tag/plate found]	2,000 SF	3	2957101
G2050	Playground	Excellent	Play Structure, Swing Set, 4 Seats [No tag/plate found]	1	20	2957110
Sitework						
G2060	Site	Excellent	Retaining Wall, Brick/Stone [No tag/plate found]	25 SF	40	2957115
G2060	Site	Excellent	Retaining Wall, Brick/Stone [No tag/plate found]	500 SF	40	2957113
G2060	Parking lot	Excellent	Bollard, Concrete or Metal [No tag/plate found]	2	30	2957100
G2060	Site	Excellent	Park Bench, Precast Concrete [No tag/plate found]	6	25	2957097
G2060	Site	Excellent	Fences & Gates, Fence, Chain Link 4' [No tag/plate found]	400 LF	40	2957104
G2060	Dog Park	Excellent	Park Bench, Metal Powder-Coated [No tag/plate found]	7	20	2957102
G2060	Parking lot	Excellent	Signage, Property, Monument, Replace/Install [No tag/plate found]	1	20	2957091

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G2060	Site	Excellent	Trash Receptacle, Medium-Duty Metal or Precast [No tag/plate found]	4	20	2957112
G2060	Site	Excellent	Flagpole, Metal [No tag/plate found]	1	30	2957094
G2060	Parking lot	Excellent	Bike Rack, Fixed Single Loop [No tag/plate found]	4	20	2957088
G2060	Site	Excellent	Park Bench, Wood/Composite/Fiberglass [No tag/plate found]	6	20	2957111
G4050	Restrooms	Excellent	Exterior Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	2	20	2957103
G4050	Parking lot	Excellent	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install [No tag/plate found]	4	20	2957093

Appendix F:
Replacement Reserves

Replacement Reserves Report

Tyrone S. Woods Memorial Park

7/15/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Tyrone S. Woods Memorial Park	$0	$0	$0	$5,682	$5,267	$0	$6,209	$0	$0	$12,891	$18,869	$0	$7,414	$0	$7,079	$11,139	$0	$0	$8,853	$8,206	$196,640	**$288,250**
Grand Total	**$0**	**$0**	**$0**	**$5,682**	**$5,267**	**$0**	**$6,209**	**$0**	**$0**	**$12,891**	**$18,869**	**$0**	**$7,414**	**$0**	**$7,079**	**$11,139**	**$0**	**$0**	**$8,853**	**$8,206**	**$196,640**	**$288,250**

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	2957099	Exterior Walls, any painted surface, 1-2 Story Building, Prep & Paint	10	0	10	400	SF	$3.90	$1,560											$1,560										$1,560	**$3,120**
D2010	2957116	Drinking Fountain, Exterior/Site, Metal Pedestal, Replace	15	0	15	1	EA	$1,950.00	$1,950																$1,950						**$1,950**
D7030	2957109	Security Camera, Typical, Replace	10	0	10	4	EA	$3,120.00	$12,480											$12,480										$12,480	**$24,960**
G2020	3141343	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	1	4	8000	SF	$0.59	$4,680					$4,680					$4,680					$4,680					$4,680		**$18,720**
G2050	2957101	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	0	3	2000	SF	$2.60	$5,200				$5,200			$5,200			$5,200			$5,200			$5,200			$5,200			**$31,200**
G2050	2957105	Play Structure, Multipurpose, Large, Replace	20	0	20	1	EA	$45,500.00	$45,500																					$45,500	**$45,500**
G2050	2957110	Play Structure, Swing Set, 4 Seats, Replace	20	0	20	1	EA	$3,250.00	$3,250																					$3,250	**$3,250**
G2060	2957102	Park Bench, Metal Powder-Coated, Replace	20	0	20	7	EA	$1,105.00	$7,735																					$7,735	**$7,735**
G2060	2957112	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	0	20	4	EA	$1,105.00	$4,420																					$4,420	**$4,420**
G2060	2957088	Bike Rack, Fixed Single Loop, Replace	20	0	20	4	EA	$390.00	$1,560																					$1,560	**$1,560**
G2060	2957111	Park Bench, Wood/Composite/Fiberglass, Replace	20	0	20	6	EA	$1,105.00	$6,630																					$6,630	**$6,630**
G2060	2957091	Signage, Property, Monument, Replace/Install	20	0	20	1	EA	$3,900.00	$3,900																					$3,900	**$3,900**
G4050	2957093	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	0	20	4	EA	$5,200.00	$20,800																					$20,800	**$20,800**
G4050	2957103	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	0	20	2	EA	$520.00	$1,040																					$1,040	**$1,040**
Totals, Unescalated										**$0**	**$0**	**$0**	**$5,200**	**$4,680**	**$0**	**$5,200**	**$0**	**$0**	**$9,880**	**$14,040**	**$0**	**$5,200**	**$0**	**$4,680**	**$7,150**	**$0**	**$0**	**$5,200**	**$4,680**	**$108,875**	**$174,785**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$5,682**	**$5,267**	**$0**	**$6,209**	**$0**	**$0**	**$12,891**	**$18,869**	**$0**	**$7,414**	**$0**	**$7,079**	**$11,139**	**$0**	**$0**	**$8,853**	**$8,206**	**$196,640**	**$288,250**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Waterboard Park
200 South John Adams Street
Oregon City, Oregon 97045

PREPARED BY:
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BV PROJECT #:
148392.21R000-039.0017

DATE OF REPORT:
July 15, 2021

ON SITE DATE:
March 24, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Naturally vegetated habitat
Main Address	200 South John Adams Street, Oregon City, Oregon 97045
Site Developed	N/A
Lot Size	25 acres (estimated)
Number of Substantial Buildings	None
Parking Spaces	Open lot with one accessible space
Date(s) of Visit	March 24, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial
Reviewed By	Tammy Prusa, Technical Report Reviewer for Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

Water Board Park is a natural area park with a beautiful view of Oregon City from the top entrance. The park is mostly undeveloped but does contain walk paths and a small parking area and benches.

Site & Amenities

Significant depressions and other damages in the walking paths requiring replacement. Property management reports that a prior geotechnical investigation performed and a budgetary cost for soil stabilization and path replacement was established. That budgetary cost has been included in the cost tables.

Recommended Additional Studies

The POC report

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast						
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Site Development	-	$1,034,929	$2,712	$1,485	$133,832	$1,172,958
Site Pavement	-	$60,683	-	-	$42,532	$103,215
TOTALS	**-**	**$1,095,700**	**$2,800**	**$1,500**	**$176,400**	**$1,276,400**

Immediate Needs

Facility/Building	Total Items	Total Cost
Total	0	$0

Key Findings

Walkway Paths in Poor condition.

Asphalt
Waterboard Park Site

Uniformat Code: G2031
Recommendation: **Replace in 2023**

Priority Score: **85.7**

Plan Type:
Performance/Integrity

Cost Estimate: $57,200

$$$$

Cracks and depressions in walking paths noted - AssetCALC ID: 2948563

Trail Surface in Poor condition.

Natural, Soil Stabilization
Waterboard Park Throughout Park

Uniformat Code: G2053
Recommendation: **Replace in 2023**

Priority Score: **83.7**

Plan Type:
Performance/Integrity

Cost Estimate: $975,500

$$$$

POC reports that a prior geotechnical investigation identified an allowance to stabilize soils throughout park - AssetCALC ID: 3147550

Plan Types

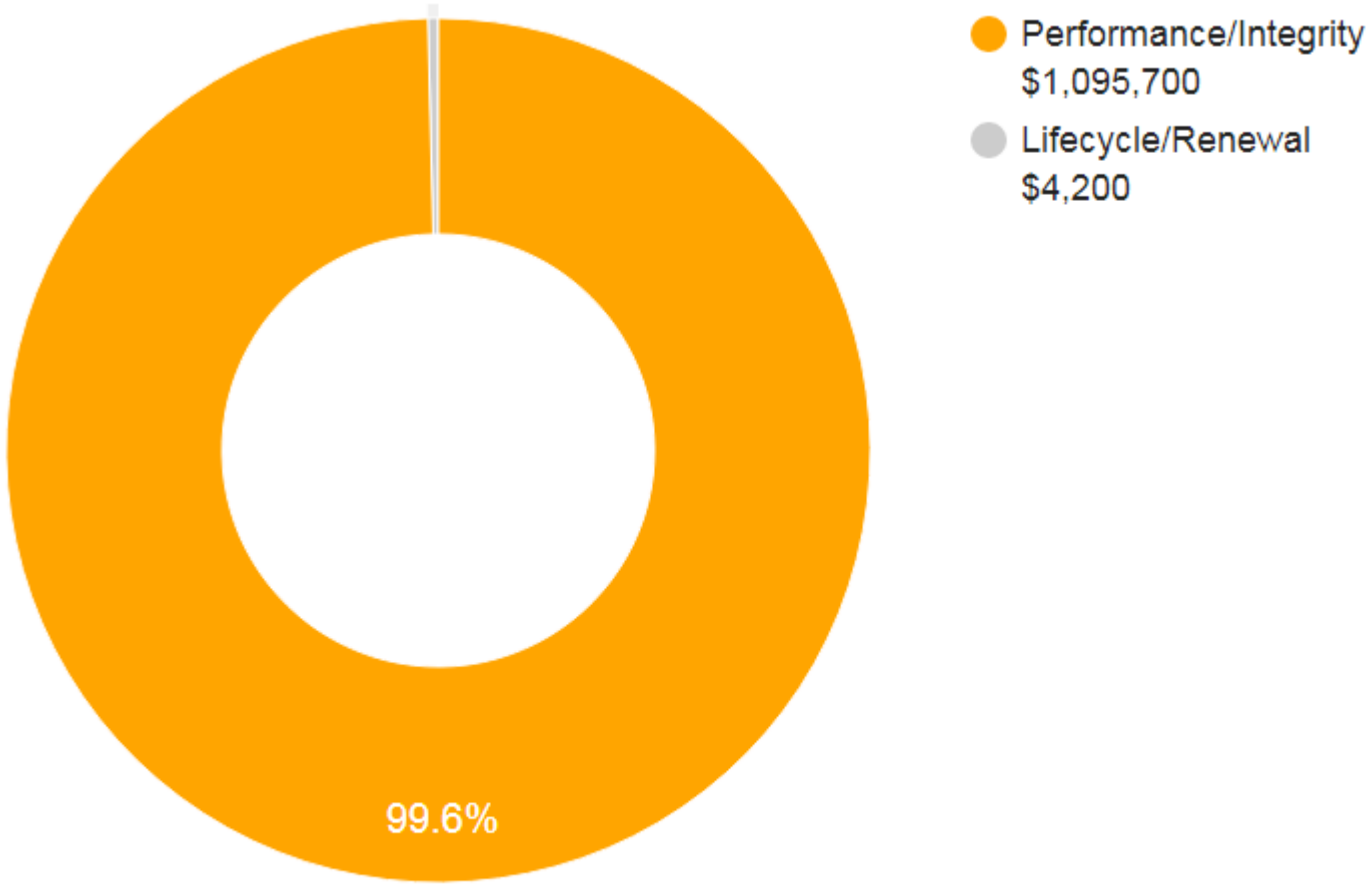
Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.

Plan Type Descriptions

Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $1,099,900

2. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Signage	Guide and directional pole mounted	2 EA	Fair
Bollard	Metal	15 EA	Fair
Trash Receptacle	Medium-Duty, Metal	1 EA	Fair
Landscaping and Topography	Heavy landscaping features Irrigation not present Severe site slopes throughout		
On-Site Vehicular Paving	Asphalt parking area		
Pedestrian paving and Trails	Asphalt pathways		
On-Site Amenities	Benches and retaining wall		
Ancillary Buildings	None		
Fields and Lots	Unimproved play fields		

General Site Information

Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Major depressions and cracks found throughout the sidewalk and vegetation and algae growth all over the park.

3. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance.

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

5. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

6. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

7. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Waterboard Park, 200 South John Adams Street, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

Prepared by: Rashad Alnial,
Project Manager

Reviewed by:

Tammy Prusa,
Technical Report Reviewer for
James A. Cave,
Program Manager
Jim.Cave@bvna.com
800.733.0660 x6554

1	ENTRANCE (WATERBOARD PARK ROAD)

2	ENTRANCE (JOHN ADAMS STREET)

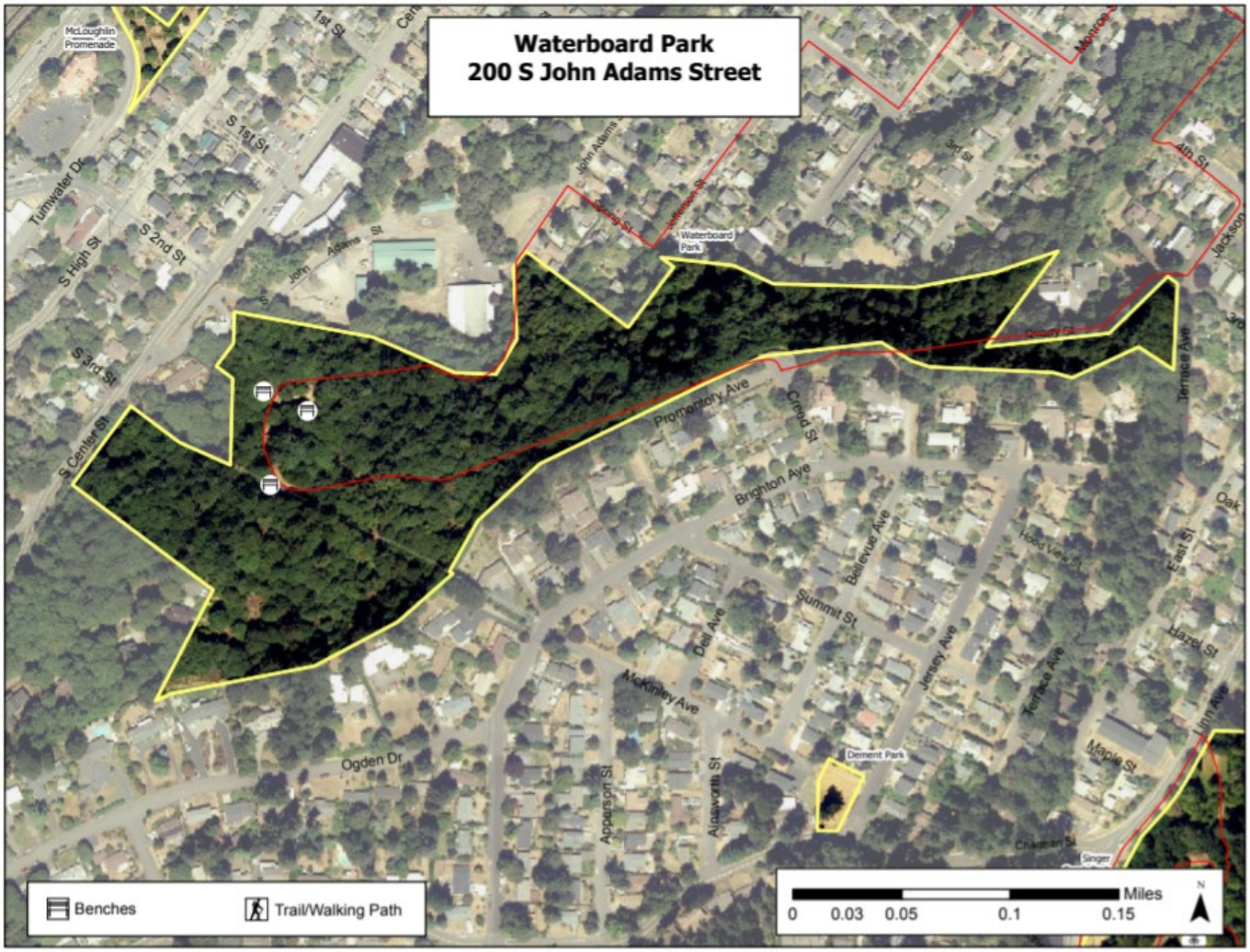
3	TRAIL

4	PARK BENCH

5	OVERVIEW OF ACCESSIBLE PARKING AREA

6	ASPHALT SIDEWALK

Site Plan



Project Number	Project Name
148392.21R000-039.017	Waterboard Park
Source	**On-Site Date**
Orcity.org	March 24, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Waterboard Park

BV Project Number: 148392.21R000-039.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?			X	

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?			X	
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?			✕	
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA	NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	**NA**

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?			X	
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?			X	
3	Does the lavatory faucet have compliant handles ?			X	
4	Is the plumbing piping under lavatories configured to protect against contact ?			X	
5	Are grab bars provided at compliant locations around the toilet ?			X	
6	Do toilet stall doors appear to provide the minimum compliant clear width ?			X	

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?			✕	
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?			✕	
9	Do accessories and mirrors appear to be mounted at a compliant height ?			✕	

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

NA	**NA**

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?			X	
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?			X	
3	Is there an accessible countertop/preparation space of proper width and height ?			X	
4	Is there an accessible sink space of proper width and height ?			X	
5	Does the sink faucet have compliant handles ?			X	
6	Is the plumbing piping under the sink configured to protect against contact ?			X	

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?			✕	

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

NA	NA

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?			✕	
2	Has the play area been reviewed for accessibility ?			✕	
3	Are publicly accessible swimming pools equipped with an entrance lift ?			✕	

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Pedestrian Plazas & Walkways						
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	6,000 SF	15	2948558
G2030	Site	Fair	Sidewalk, Asphalt	8,000 SF	5	2948563
G2030	Site	Poor	Sidewalk, Asphalt, Overlay	2,000 SF	1	2948562
Sitework						
G2060	Site	Fair	Signage, Exterior/Site, Guide & Directional Pole-Mounted, Replace/Install	2	10	2948561
G2060	Site	Fair	Bollard, Concrete or Metal	15	20	2948560
G2060	Site	Fair	Trash Receptacle, Medium-Duty Metal or Precast	1	10	2948559
G2060	Site	Fair	Park Bench, Wood/Composite/Fiberglass	3	5	2948557
G2060	Site	Fair	Retaining Wall, Brick/Stone	300 SF	20	2948556

Replacement Reserves Report

Waterboard Park

7/15/2021

ID	Location Description	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
2948558	Throughout Park	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	6000	SF	$4.55	$27,300																$27,300						$27,300
2948563	Throughout Park	Walkway Paths, Asphalt, Replace	25	23	2	8000	SF	$7.15	$57,200			$57,200																			$57,200
3147550	Throughout Park	Trail Surface, Natural, Soil Stabilization, Replace	10	8	2	6700	SF	$145.60	$975,520			$975,520																			$975,520
2948557	Throughout Park	Park Bench, Wood/Composite/Fiberglass, Replace	20	15	5	3	EA	$780.00	$2,340						$2,340																$2,340
2948559	Throughout Park	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	1	EA	$1,105.00	$1,105											$1,105											$1,105
2948556	Throughout Park	Retaining Wall, Brick/Stone, Replace	40	20	20	300	SF	$182.00	$54,600																					$54,600	$54,600
2948560	Throughout Park	Bollard, Concrete or Metal, Replace	30	10	20	15	EA	$1,300.00	$19,500																					$19,500	$19,500
Totals, Unescalated										$0	$0	$1,032,720	$0	$0	$2,340	$0	$0	$0	$0	$1,105	$0	$0	$0	$0	$27,300	$0	$0	$0	$0	$74,100	$1,137,565
Totals, Escalated (3.0% inflation, compounded annually)										$0	$0	$1,095,613	$0	$0	$2,713	$0	$0	$0	$0	$1,485	$0	$0	$0	$0	$42,533	$0	$0	$0	$0	$133,833	$1,276,176

FACILITY CONDITION ASSESSMENT

prepared for

City of Oregon City
625 Center Street
Oregon City, Oregon 97045
Kendall Reid

Wesley Lynn Park
12901 Frontier Parkway
Oregon City, Oregon 97045

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BV PROJECT #:
148392.21R000-040.017

DATE OF REPORT:
July 18, 2021

ON SITE DATE:
April 7, 2021

1. Executive Summary

Park Overview and Assessment Details

General Information	
Property Type	Community park
Main Address	12901 Frontier Parkway, Oregon City, Oregon 97045
Site Developed	2005 (Determined from historical Google Earth imagery)
Lot Size	12.61 acres (from Property Record)
Number of Substantial Buildings	1
Parking Spaces	61 total spaces all in open lots; 3 of which are accessible
Date(s) of Visit	April 7, 2021
Management Point of Contact	Denise Conrad Asst. Parks and Recreation Director 503.496.1565 dconrad@orcity.org
On-site Point of Contact (POC)	N/A, the on-site inspection was performed without the assistance of a POC.
Assessment and Report Prepared By	Rashad Alnial and Ethan Abeles
Reviewed By	Tammy Prusa, Technical Report Reviewer for, Jim Cave Program Manager Jim.Cave@bvna.com 800.733.0660 x6554
AssetCalc Link	Full dataset for this assessment can be found at: https://www.assetcalc.net/

Park Findings and Deficiencies

Historical Summary

According to Google Earth historical imagery the Park was constructed on a previously undeveloped site in 2005. It has been used as a popular community park since that time.

Architectural

The only buildings in the park are a restroom structure, a simple storage building, and a picnic shelter with an area for food preparation and grilling. The restroom building consists of a wood and stone veneer façade with a metal roof and steel doors. The storage building is a prefabricated structure with ribbed metal siding and roofing. The picnic shelter is an open-air, wood-framed structure with a metal roof. All the structures appear to be well-maintained, and no deficiencies were identified.

Mechanical, Electrical, Plumbing and Fire (MEPF)

There is very little in the way of MEPF equipment in the park. The restroom building contains the plumbing fixtures and infrastructure consistent with seasonal use where no hot water is present. The building also has both interior and exterior lighting. No fire alarm or suppression elements or HVAC equipment was observed.

Site & Amenities

Wesley Lynn Park is situated near the Gaffney Lane, Hillendale, and Tower Vista neighborhoods in Oregon City. The park contains softball diamonds, soccer fields, walking paths, a playground, a picnic/BBQ area, and a parking lot. Most of the assets and amenities in the park are approximately 15 years old and were observed to be in satisfactory condition.

Recommended Additional Studies

No additional studies recommended at this time.

The chart below breaks down the dollars by system type and groups individual years into time ranges.

Systems Expenditure Forecast

Systems Expenditure Forecast						
System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	$2,344	$6,329	$5,595	$8,506	$22,774
Roofing	-	-	-	-	$3,098	$3,098
Interiors	-	-	$3,842	-	$5,164	$9,006
Plumbing	-	$9,930	-	-	$34,569	$44,499
Equipment & Furnishings	-	-	-	-	-	-
Special Construction & Demo	-	-	-	-	$120,097	$120,097
Site Pavement	-	$21,721	-	$40,904	$574,355	$636,980
Site Development	-	$19,789	$37,154	$101,332	$244,757	$403,032
Site Utilities	-	-	-	$41,930	$1,620	$43,550
TOTALS	**-**	**$53,800**	**$47,400**	**$189,800**	**$992,200**	**$1,283,200**

Immediate Needs

Not applicable, no immediate needs were identified

Key Findings

Drinking Fountain in Poor condition.

Exterior/Site, Precast Pedestal
Wesley Lynn Park Site

Uniformat Code: D2016
Recommendation: **Replace in 2023**

Priority Score: **83.7**

Plan Type: Performance/Integrity

Cost Estimate: $9,400

$$$$

Drinking fountain not operational. - AssetCALC ID: 2967285

Exterior Door in Poor condition.

Wood, Solid-Core
Wesley Lynn Park Storage

Uniformat Code: B2051
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $2,200

$$$$

Bottoms of doors water damaged - AssetCALC ID: 2967309

Picnic Table in Poor condition.

Wood
Wesley Lynn Park Dog Park

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $2,200

$$$$

Picnic tables are worn out. - AssetCALC ID: 2967291

Park Bench in Poor condition.

Wood/Composite/Fiberglass
Wesley Lynn Park Playground

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type: Performance/Integrity

Cost Estimate: $2,300

$$$$

Park benches are worn out and needs to replaced in the near future. - AssetCALC ID: 2967292

Park Bench in Poor condition.

Wood
Wesley Lynn Park Dog Park

Uniformat Code: G2062
Recommendation: **Replace in 2023**

Priority Score: **81.7**

Plan Type:
Performance/Integrity

Cost Estimate: $1,100

**$**$$$

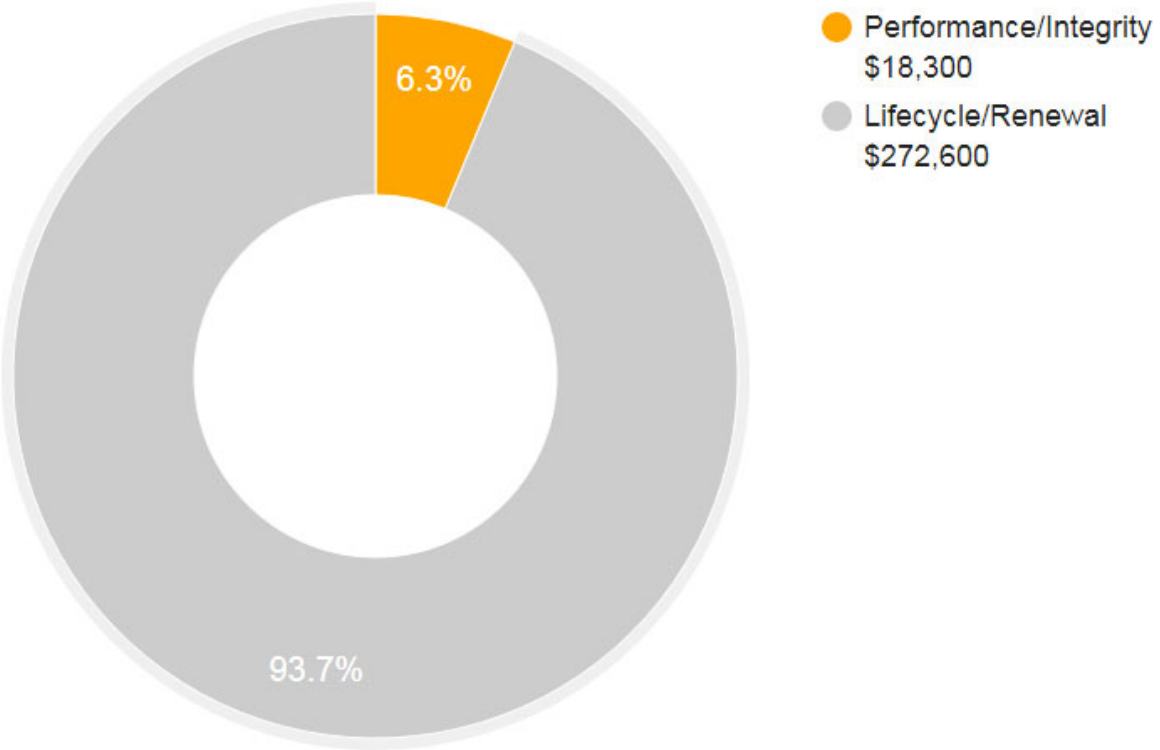
Bench is worn out. - AssetCALC ID: 2967303

Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason for the recommended replacement, repair, or other corrective action. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the best fit, typically the one with the greatest significance.

Plan Type Descriptions	
Safety	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
Performance/Integrity	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
Accessibility	Does not meet ADA, UFAS, and/or other accessibility requirements.
Environmental	Improvements to air, water, or soil quality, including removal of hazardous materials from the site.
Retrofit/Adaptation	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

Plan Type Distribution (by Cost)



10-YEAR TOTAL: $290,900

2. Restroom Building

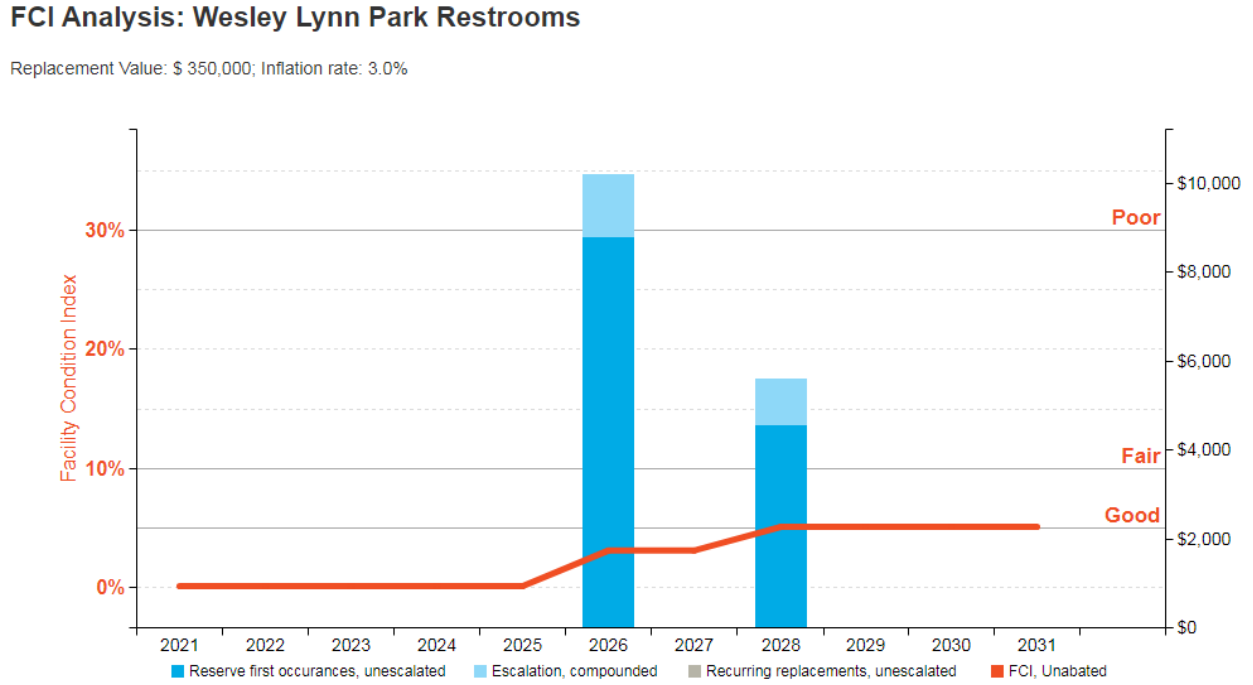
Restroom Building: Systems Summary		
Address	12901 Frontier Parkway, Oregon City, Oregon	
Constructed/Renovated	2005	
Building Size	1,700 SF	
Number of Stories	1	
System	*Description*	*Condition*
Structure	Masonry bearing walls and wood-framed roofs	Good
Façade	Stone veneer and stained wood siding with steel doors	Good
Roof	Primary: Gable construction with metal finish	Good
Interiors	Walls: Ceramic tile Floors: Painted concrete Ceilings: Unfinished/exposed	Fair
Elevators	None	--
Plumbing	Copper supply and cast-iron waste & venting No hot water Stainless toilets and sinks in all restrooms; Urinal in men's room	Fair

Restroom Building: Systems Summary

HVAC	None	--
Fire Suppression	Hydrants	Good
Electrical	Source and Distribution: Main panel with copper wiring Interior Lighting: T-8 Emergency: None	Fair
Fire Alarm	None	--
Equipment/Special	None	--
Accessibility	Presently it does not appear an accessibility study is needed for this building.	
Key Issues and Findings	Simple restroom structure is generally in satisfactory condition with no immediate needs or deficiencies identified during the assessment.	

The orange line in the graph below forecasts what would happen to the FCI (left axis) over time, assuming zero capital expenditures. The capital expenditures for each year (blue bars) are associated with the dollar amounts along the right Y axis.

Restroom Building: Needs by Year with Unaddressed FCI Over Time



3. General Park Summary

General Site Information

Asset	*Description*	*Quantity*	*Condition*
Play Structures	Swing sets and multi-purpose	3 EA	Fair
Gazebos	Metal and wood framed	2,150 SF	Fair
Signage	Property Sign	4 EA	Fair
Sports Apparatus	Basketball pole and rim, dugout, scoreboard, and soccer goal	12 EA	Fair
Trash Receptacle	Medium-Duty, Metal	4 EA	Good
Bike Rack	Singe-loop	5 EA	Good
Drinking Fountain	Metal Pedestal	2 EA	Poor
Bleachers	Metal	2 EA	Fair
Landscaping and Topography	Limited landscaping features Irrigation not present Low to moderate site slopes throughout		

General Site Information

On-Site Vehicular Paving	Asphalt parking area and drive lanes with concrete curbs and parking curbs
Pedestrian paving and Trails	Concrete sidewalks and asphalt walkways
On-Site Amenities	Chain link fencing, picnic tables, benches, grills, bleachers, playground equipment, trash receptacles
Ancillary Buildings	Picnic shelters, shade shelter, and a storage building
Fields and Lots	Unimproved play fields; Baseball fields with natural turf, backstops, dugouts and fencing; Soccer fields with natural turf and movable goals; Playgrounds with wood chips play surfaces, play structures, and other play elements
Storm Water Management	Surface drainage to developed and undeveloped surroundings
Accessibility	Presently it does not appear an accessibility study is needed for the general site areas.
Key Issues and Findings	Limited number of degraded benches and picnic tables, aged drinking fountains.

4. Property Space Use and Observed Areas

Areas Observed

All of the park areas were observed in order to gain a clear understanding of the condition of the park and amenities. The interiors of the buildings in scope were also observed.

Key Spaces Not Observed

All key areas of the property were accessible and observed.

5. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the tables that are included in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance.
- Only a representative sample of areas was observed.
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance.
- Itemized costs for individual non-compliant items are not included in the dataset.
- For any "none" boxes checked or reference to "no issues" identified, that alone does not guarantee full compliance.

The park was originally constructed in approximately 2005. The park does not appear to have been substantially renovated.

The following table summarizes the accessibility conditions of the general site and at each major building within the park:

Park: Accessibility Summary

Facility	*Year Built*	*Prior Study Provided?*	*Major/Moderate Issues Observed?*
Restroom Building	2005	No	No
General Park	2005	No	No

No information about complaints or pending litigation associated with potential accessibility issues was provided during the interview process.

No detailed follow-up accessibility studies are included as recommendations since no major or moderate issues were identified at any of the park facilities. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

6. Purpose and Scope

Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
Excellent	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means, CBRE Whitestone,* and *Marshall & Swift,* Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

Definitions

Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning systems or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short-Term window but will not be pushed 'irresponsibly' (too far) into the future.

8. Certification

The City of Oregon City (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Wesley Lynn Park, 12901 Frontier Parkway, Oregon City, Oregon 97045, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

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1	RESTROOM FRONT ELEVATION

2	RESTROOM LEFT ELEVATION

3	RESTROOM REAR ELEVATION

4	RESTROOM RIGHT ELEVATION

5	PICNIC SHELTER

6	STORAGE BUILDING

7	SHADE STRUCTURE

8	PARKING AREA

9	ACCESSIBLE PARKING STALLS

10	ACCESSIBLE PATH OF TRAVEL

11	WALKWAYS

12	CONCRETE SIDEWALK

13	BASEBALL FIELD NORTH

14	BASEBALL FIELD SOUTH

15	SOCCER FIELD NORTH

16	SOCCER FIELD SOUTH

17	PLAYGROUND

18	DOG PARK

19	PROPERTY SIGNAGE

20	BLEACHERS

21	SCOREBOARD

22	DRINKING FOUNTAIN

23	BIKE RACK

24	PICNIC TABLE

25	PARK BENCH

26	TRASH RECEPTACLE

27	PICNIC GRILL

28	POLE LIGHT

29	RESTROOM INTERIOR

30	ACCESSIBLE TOILET STALL

Site Plan

Project Number	Project Name
148392.21R000-040.017	Wesley Lynn Park
Source	**On-Site Date**
Client	April 7, 2021

N

Site Plan

Project Number	Project Name
148392.21R000-040.017	Wesley Lynn Park
Source	**On-Site Date**
Google Earth	April 7, 2021

PRE-SURVEY QUESTIONNAIRE	
Name of Person Completing Questionnaire:	N/A - Not returned to BV
Association with Property:	
Length of Assocation with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

	Inspections	Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

	Question	Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

	Question	Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PRE-SURVEY QUESTIONNAIRE						
	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PRE-SURVEY QUESTIONNAIRE						
Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

Visual Checklist - 2010 ADA Standards for Accessible Design

Property Name: Wesley Lynn Park

BV Project Number: 148392.21R000-040.017

Abbreviated Accessibility Checklist					
Facility History & Interview					
	Question	Yes	No	NA	Comments
1	ADA: Has an accessibility study been performed at the site? If so, when?		X		
2	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?			X	
3	ADA: Have there been regular complaints about accessibility issues, or previous or pending litigation?		X		

Abbreviated Accessibility Checklist

Parking

Overview of accessible parking area

Close-up of stall or 2nd area of accessible parking

	Question	Yes	No	NA	Comments
1	Does the required number of standard ADA designated spaces appear to be provided ?	X			
2	Does the required number of van-accessible designated spaces appear to be provided ?	X			
3	Are accessible spaces on the shortest accessible route to an accessible building entrance ?	X			
4	Does parking signage include the International Symbol of Accessibility ?	X			
5	Does each accessible space have an adjacent access aisle ?	X			
6	Do parking spaces and access aisles appear to be relatively level and without obstruction ?	X			

Abbreviated Accessibility Checklist

Exterior Accessible Route

Accessible ramp or path

Curb cut or 2nd pathway

	Question	Yes	No	NA	Comments
1	Is an accessible route present from public transportation stops and municipal sidewalks on or immediately adjacent to the property ?	X			
2	Does a minimum of one accessible route appear to connect all public areas on the exterior, such as parking and other outdoor amenities, to accessible building entrances ?	X			
3	Are curb ramps present at transitions through raised curbs on all accessible routes?	X			
4	Do curb ramps appear to have compliant slopes for all components ?	X			
5	Do ramp runs on an accessible route appear to have compliant slopes ?	X			
6	Do ramp runs on an accessible route appear to have a compliant rise and width ?	X			

7	Do ramps on an accessible route appear to have compliant end and intermediate landings ?	✕			
8	Do ramps on an accessible route appear to have compliant handrails ?			✕	

Abbreviated Accessibility Checklist

Building Entrances

NA	NA

	Question	Yes	No	NA	Comments
1	Do a sufficient number of accessible entrances appear to be provided ?			X	
2	If the main entrance is not accessible, is an alternate accessible entrance provided?			X	
3	Is signage provided indicating the location of alternate accessible entrances ?			X	
4	Do doors at accessible entrances appear to have compliant maneuvering clearance area on each side ?			X	
5	Do doors at accessible entrances appear to have compliant hardware ?			X	
6	Do doors at accessible entrances appear to have a compliant clear opening width ?			X	

7	Do pairs of accessible entrance doors in series appear to have the minimum clear space between them ?			✕	
8	Do thresholds at accessible entrances appear to have a compliant height ?			✕	

Abbreviated Accessibility Checklist

Interior Accessible Route

NA

NA

	Question	Yes	No	NA	Comments
1	Does an accessible route appear to connect all public areas inside the building ?			X	
2	Do accessible routes appear free of obstructions and/or protruding objects ?			X	
3	Do ramps on accessible routes appear to have compliant slopes ?			X	
4	Do ramp runs on an accessible route appear to have a compliant rise and width ?			X	
5	Do ramps on accessible routes appear to have compliant end and intermediate landings ?			X	
6	Do ramps on accessible routes appear to have compliant handrails ?			X	

7	Are accessible areas of refuge and the accessible means of egress to those areas identified with accessible signage ?			✕	
8	Do public transaction areas have an accessible, lowered service counter section ?			✕	
9	Do public telephones appear mounted with an accessible height and location ?			✕	
10	Do doors at interior accessible routes appear to have compliant maneuvering clearance area on each side ?			✕	
11	Do doors at interior accessible routes appear to have compliant hardware ?			✕	
12	Do non-fire hinged, sliding, or folding doors on interior accessible routes appear to have compliant opening force ?			✕	
13	Do doors on interior accessible routes appear to have a compliant clear opening width ?			✕	

Abbreviated Accessibility Checklist

Elevators

NA	NA

	Question	Yes	No	NA	Comments
1	Are hallway call buttons configured with the “UP” button above the “DOWN” button?			X	
2	Is accessible floor identification signage present on the hoistway sidewalls on each level ?			X	
3	Do the elevators have audible and visual arrival indicators at the lobby and hallway entrances?			X	
4	Do the elevator hoistway and car interior appear to have a minimum compliant clear floor area ?			X	
5	Do the elevator car doors have automatic re-opening devices to prevent closure on obstructions?			X	
6	Do elevator car control buttons appear to be mounted at a compliant height ?			X	

7	Are tactile and Braille characters mounted to the left of each elevator car control button ?			✕	
8	Are audible and visual floor position indicators provided in the elevator car?			✕	
9	Is the emergency call system on or adjacent to the control panel and does it not require voice communication ?			✕	

Abbreviated Accessibility Checklist

Public Restrooms

Toilet stall overview

Sink, faucet handles and/or accessories

	Question	Yes	No	NA	Comments
1	Do publicly accessible toilet rooms appear to have a minimum compliant floor area ?	X			
2	Does the lavatory appear to be mounted at a compliant height and with compliant knee area ?	X			
3	Does the lavatory faucet have compliant handles ?	X			
4	Is the plumbing piping under lavatories configured to protect against contact ?	X			
5	Are grab bars provided at compliant locations around the toilet ?	X			
6	Do toilet stall doors appear to provide the minimum compliant clear width ?	X			

7	Do toilet stalls appear to provide the minimum compliant clear floor area ?	✕			
8	Where more than one urinal is present in a multi-user restroom, does minimum one urinal appear to be mounted at a compliant height and with compliant approach width ?	✕			
9	Do accessories and mirrors appear to be mounted at a compliant height ?	✕			

Abbreviated Accessibility Checklist

Kitchens/Kitchenettes

Kitchen cabinets/sink clearance

Oven with controls

	Question	Yes	No	NA	Comments
1	Do kitchens/kitchenettes appear to have a minimum compliant path of travel or area of maneuverability ?	X			
2	Are the appliances centered for a parallel or forward approach with adequate clear floor space ?	X			
3	Is there an accessible countertop/preparation space of proper width and height ?	X			
4	Is there an accessible sink space of proper width and height ?	X			
5	Does the sink faucet have compliant handles ?	X			
6	Is the plumbing piping under the sink configured to protect against contact ?	X			

7	Are the cooktop/range controls front-mounted (or in a location that does not require reaching across the burners) ?	✕			

Abbreviated Accessibility Checklist

Playgrounds & Swimming Pools

Accessible route to playground/pool

Overview of playground/pool

	Question	Yes	No	NA	Comments
1	Is there an accessible route to the play area / s?	X			
2	Has the play area been reviewed for accessibility ?		X		
3	Are publicly accessible swimming pools equipped with an entrance lift ?			X	

Component Condition Report | Wesley Lynn Park / Restrooms

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2010	Restrooms	Fair	Exterior Walls, painted surface, Prep & Paint	1,400 SF	5	3140589
B2010	Restrooms	Good	Exterior Walls, Wood Siding	1,400 SF	25	2967304
B2050	Restrooms	Good	Exterior Door, Steel, Standard	5	30	2967286
B2050	Restrooms	Fair	Automatic Door Opener, Commercial Overhead/Dock Door	1	7	2967328
Roofing						
B3020	Restrooms	Good	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings [No tag/plate found]	170 LF	15	2967316
Interiors						
C2010	Restrooms	Good	Wall Finishes, Ceramic Tile	1,200 SF	35	2967337
C2010	Restrooms	Good	Wall Finishes, Ceramic Tile	700 SF	35	2967301
C2030	Restrooms	Fair	Flooring, Sealer, Prep and Seal	1,700 SF	5	2967308
Plumbing						
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	5	20	2967335
D2010	Restrooms	Good	Plumbing Fixtures, Stainless Steel	5	25	2967279
D2010	Restrooms	Fair	Urinal, Waterless [No tag/plate found]	1	20	2967278
Sitework						
G2060	Restrooms	Good	Park Bench, Metal Powder-Coated	5	15	2967297
G4050	Restrooms	Good	Exterior Fixture w/ Lamp, any type, w/ LED Replacement [No tag/plate found]	2	15	2967310

Component Condition Report | Wesley Lynn Park

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
Facade						
B2050	Storage	Poor	Exterior Door, Wood, Solid-Core [No tag/plate found]	2	2	2967309
Roofing						
B3010	Roof	Good	Roofing, Metal	2,000 SF	35	2967307
B3060	Roof	Good	Roof Skylight, per unit, up to 20 SF	2	25	2967300
Plumbing						
D2010	Site	Poor	Drinking Fountain, Exterior/Site, Precast Pedestal	2	2	2967285
D2010	Shed	Fair	Sink/Lavatory, Vanity Top, Stainless Steel	1	15	2967294
Equipment & Furnishings						
E2010	Shed	Good	Casework, Countertop, Ceramic Tile	60 LF	25	2967273
Special Construction & Demo						
F1020	Site	Good	Gazebo/Shade Structure, Wood-Framed	1,750 SF	25	2967311
F1020	Baseball Fields	Fair	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal	240 SF	20	2967313
F1020	Storage	Fair	Ancillary Building, Steel, Pre-Engineered [No tag/plate found]	850 SF	20	2967283
F1020	Site	Fair	Shade Structure/ Trellis, Wood-Framed, Standard	160 SF	15	2967330
Pedestrian Plazas & Walkways						
G2020	Parking lot	Good	Parking Lots, Pavement, Asphalt, Mill & Overlay	35,000 SF	17	3140582

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Seal & Stripe	35,000 SF	2	3140583
G2020	Parking lot	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	35,000 SF	15	2967276
G2030	Site	Fair	Sidewalk, Asphalt, Overlay	6,000 SF	10	2967324
G2030	Site	Good	Sidewalk, Concrete, Large Areas	28,000 SF	35	2967321
Athletic, Recreational & Playfield Areas						
G2050	Playground	Fair	Playfield Surfaces, Chips Wood, 6" Depth	5,000 SF	2	2967287
G2050	Baseball Field South	Fair	Sports Apparatus, Baseball, Backstop Chain-Link	2	10	2967333
G2050	Shed	Fair	Campground Accessories, Grill, Pedestal-Style	2	7	2967331
G2050	Soccer Field South	Fair	Sports Apparatus, Scoreboard, Electronic Standard	1	15	2967320
G2050	Playground	Good	Play Structure, Multipurpose, Small	1	15	2967334
G2050	Playground	Good	Play Structure, Swing Set, 4 Seats	1	15	2967295
G2050	Baseball Field North	Fair	Sports Apparatus, Scoreboard, Electronic Standard	1	15	2967299
G2050	Soccer Field South	Good	Sports Apparatus, Soccer, Movable Practice Goal	2	10	2967305
G2050	Baseball Field North	Good	Sports Apparatus, Player/Dugout Benches, 12' Length	4	10	2967281
G2050	Playground	Good	Play Structure, Multipurpose, Large	1	15	2967280
G2050	Baseball Field North	Fair	Sports Apparatus, Baseball, Backstop Chain-Link	1	10	2967332
G2050	Baseball Fields	Fair	Outdoor Spectator Seating, Bleachers, Aluminum Benches (per Seat)	144	10	2967312
G2050	Soccer Field North	Good	Sports Apparatus, Soccer, Movable Practice Goal	2	10	2967327
Sitework						
G2060	Dog Park	Poor	Park Bench, Wood	1	2	2967303
G2060	Shed	Excellent	Picnic Table, Metal Powder-Coated	3	20	2967314
G2060	Shed	Excellent	Picnic Table, Metal Powder-Coated	7	20	2967322
G2060	Throughout Site	Fair	Park Bench, Wood/Composite/Fiberglass	6	10	2967317
G2060	Site	Fair	Signage, Property, Monument, Replace/Install	1	5	2967274
G2060	Parking lot	Good	Bollard, Concrete or Metal	103	25	2967315
G2060	Throughout Site	Fair	Picnic Table, Wood/Composite/Fiberglass	3	10	2967293
G2060	Shed	Fair	Trash Receptacle, Medium-Duty Metal or Precast	2	10	2967336
G2060	Baseball Field	Fair	Fences & Gates, Fence, Chain Link 6'	500 LF	5	2967288
G2060	Playground	Poor	Park Bench, Wood/Composite/Fiberglass	3	2	2967292
G2060	Dog Park	Poor	Picnic Table, Wood	2	2	2967291
G2060	Site	Good	Bike Rack, Fixed Single Loop	5	15	2967284
G2060	Baseballs	Good	Trash Receptacle, Medium-Duty Metal or Precast	2	15	2967326
G4050	Site	Fair	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	6	10	2967319

Replacement Reserves Report

7/18/2021

Location	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Total Escalated Estimate
Wesley Lynn Park	$0	$0	$53,788	$0	$0	$37,155	$0	$27,100	$16,468	$0	$140,606	$17,995	$29,192	$0	$19,664	$401,831	$0	$334,016	$0	$0	$147,334	**$1,225,148**
Wesley Lynn Park / Restrooms	$0	$0	$0	$0	$0	$10,173	$0	$5,596	$0	$0	$0	$0	$0	$0	$0	$25,479	$0	$0	$0	$0	$16,670	**$57,918**
Grand Total	**$0**	**$0**	**$53,788**	**$0**	**$0**	**$47,327**	**$0**	**$32,696**	**$16,468**	**$0**	**$140,606**	**$17,995**	**$29,192**	**$0**	**$19,664**	**$427,310**	**$0**	**$334,016**	**$0**	**$0**	**$164,004**	**$1,283,066**

Wesley Lynn Park

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2050	2967309	Exterior Door, Wood, Solid-Core, Replace	25	23	2	2	EA	$1,105.00	$2,210			$2,210																			**$2,210**
D2010	2967285	Drinking Fountain, Exterior/Site, Precast Pedestal, Replace	15	13	2	2	EA	$4,680.00	$9,360			$9,360															$9,360				**$18,720**
D2010	2967294	Sink/Lavatory, Vanity Top, Stainless Steel, Replace	30	15	15	1	EA	$1,560.00	$1,560																$1,560						**$1,560**
F1020	2967330	Shade Structure/ Trellis, Wood-Framed, Standard, Replace	30	15	15	160	SF	$65.00	$10,400																$10,400						**$10,400**
F1020	2967313	Shed/Gazebo/Shade Structure, Wood or Metal-Framed, Basic/Minimal, Replace	30	10	20	240	SF	$32.50	$7,800																					$7,800	**$7,800**
F1020	2967283	Ancillary Building, Steel, Pre-Engineered, Replace	35	15	20	850	SF	$58.50	$49,725																					$49,725	**$49,725**
G2020	3140583	Parking Lots, Pavement, Asphalt, Seal & Stripe	5	3	2	35000	SF	$0.59	$20,475			$20,475					$20,475					$20,475					$20,475				**$81,900**
G2020	2967276	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	10	15	35000	SF	$4.55	$159,250																$159,250						**$159,250**
G2020	3140582	Parking Lots, Pavement, Asphalt, Mill & Overlay	25	8	17	35000	SF	$4.55	$159,250																		$159,250				**$159,250**
G2030	2967324	Sidewalk, Asphalt, Overlay	25	15	10	6000	SF	$1.95	$11,700											$11,700											**$11,700**
G2050	2967333	Sports Apparatus, Baseball, Backstop Chain-Link, Replace	20	10	10	2	EA	$6,500.00	$13,000											$13,000											**$13,000**
G2050	2967305	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	5	10	2	EA	$910.00	$1,820											$1,820											**$1,820**
G2050	2967281	Sports Apparatus, Player/Dugout Benches, 12' Length, Replace	15	5	10	4	EA	$1,235.00	$4,940											$4,940											**$4,940**
G2050	2967332	Sports Apparatus, Baseball, Backstop Chain-Link, Replace	20	10	10	1	EA	$6,500.00	$6,500											$6,500											**$6,500**
G2050	2967312	Outdoor Spectator Seating, Bleachers, Aluminum Benches (per Seat), Replace	25	15	10	144	EA	$156.00	$22,464											$22,464											**$22,464**
G2050	2967327	Sports Apparatus, Soccer, Movable Practice Goal, Replace	15	5	10	2	EA	$910.00	$1,820											$1,820											**$1,820**
G2050	2967320	Sports Apparatus, Scoreboard, Electronic Standard, Replace	25	10	15	1	EA	$10,400.00	$10,400																$10,400						**$10,400**
G2050	2967299	Sports Apparatus, Scoreboard, Electronic Standard, Replace	25	10	15	1	EA	$10,400.00	$10,400																$10,400						**$10,400**
G2050	2967331	Campground Accessories, Grill, Pedestal-Style, Replace	15	8	7	2	EA	$780.00	$1,560								$1,560														**$1,560**
G2050	2967287	Playfield Surfaces, Chips Wood, 6" Depth, Replace	3	1	2	5000	SF	$2.60	$13,000			$13,000			$13,000			$13,000			$13,000			$13,000			$13,000			$13,000	**$91,000**
G2050	2967334	Play Structure, Multipurpose, Small, Replace	20	5	15	1	EA	$13,000.00	$13,000																$13,000						**$13,000**
G2050	2967295	Play Structure, Swing Set, 4 Seats, Replace	20	5	15	1	EA	$3,250.00	$3,250																$3,250						**$3,250**
G2050	2967280	Play Structure, Multipurpose, Large, Replace	20	5	15	1	EA	$45,500.00	$45,500																$45,500						**$45,500**
G2060	2967303	Park Bench, Wood, Replace	20	18	2	1	EA	$1,105.00	$1,105			$1,105																			**$1,105**
G2060	2967292	Park Bench, Wood/Composite/Fiberglass, Replace	20	18	2	3	EA	$780.00	$2,340			$2,340																			**$2,340**
G2060	2967291	Picnic Table, Wood, Replace	20	18	2	2	EA	$1,105.00	$2,210			$2,210																			**$2,210**
G2060	2967288	Fences & Gates, Fence, Chain Link 6', Replace	40	35	5	500	LF	$27.30	$13,650						$13,650																**$13,650**
G2060	2967317	Park Bench, Wood/Composite/Fiberglass, Replace	20	10	10	6	EA	$1,105.00	$6,630											$6,630											**$6,630**
G2060	2967293	Picnic Table, Wood/Composite/Fiberglass, Replace	20	10	10	3	EA	$780.00	$2,340											$2,340											**$2,340**
G2060	2967336	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	10	10	2	EA	$1,105.00	$2,210											$2,210											**$2,210**
G2060	2967284	Bike Rack, Fixed Single Loop, Replace	20	5	15	5	EA	$390.00	$1,950																$1,950						**$1,950**
G2060	2967326	Trash Receptacle, Medium-Duty Metal or Precast, Replace	20	5	15	2	EA	$1,105.00	$2,210																$2,210						**$2,210**
G2060	2967314	Picnic Table, Metal Powder-Coated, Replace	20	0	20	3	EA	$1,105.00	$3,315																					$3,315	**$3,315**
G2060	2967322	Picnic Table, Metal Powder-Coated, Replace	20	0	20	7	EA	$1,105.00	$7,735																					$7,735	**$7,735**
G2060	2967274	Signage, Property, Monument, Replace/Install	20	15	5	1	EA	$5,400.00	$5,400						$5,400																**$5,400**
G4050	2967319	Pole Light Fixture w/ Lamps, any type 20' High, w/ LED Replacement, Replace/Install	20	10	10	6	EA	$5,200.00	$31,200											$31,200											**$31,200**
Totals, Unescalated										**$0**	**$0**	**$50,700**	**$0**	**$0**	**$32,050**	**$0**	**$22,035**	**$13,000**	**$0**	**$104,624**	**$13,000**	**$20,475**	**$0**	**$13,000**	**$257,920**	**$0**	**$202,085**	**$0**	**$0**	**$81,575**	**$810,464**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$53,788**	**$0**	**$0**	**$37,155**	**$0**	**$27,100**	**$16,468**	**$0**	**$140,606**	**$17,995**	**$29,192**	**$0**	**$19,664**	**$401,831**	**$0**	**$334,016**	**$0**	**$0**	**$147,334**	**$1,225,148**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Wesley Lynn Park / Restrooms

Uniformat Code	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	Deficiency Repair Estimate
B2010	3140589	Exterior Walls, painted surface, Prep & Paint	10	5	5	1400	SF	$3.90	$5,460						$5,460										$5,460						**$10,920**
B2050	2967328	Automatic Door Opener, Commercial Overhead/Dock Door, Replace	15	8	7	1	EA	$4,550.00	$4,550								$4,550														**$4,550**
B3020	2967316	Roof Appurtenances, Gutters & Downspouts, Aluminum w/ Fittings, Replace	20	5	15	170	LF	$11.70	$1,989																$1,989						**$1,989**
C2030	2967308	Flooring, Sealer, Prep and Seal	10	5	5	1700	SF	$1.95	$3,315						$3,315										$3,315						**$6,630**
D2010	2967335	Toilet, Commercial Water Closet, Replace	30	10	20	5	EA	$1,690.00	$8,450																					$8,450	**$8,450**
D2010	2967278	Urinal, Waterless, Replace	30	10	20	1	EA	$780.00	$780																					$780	**$780**
G2060	2967297	Park Bench, Metal Powder-Coated, Replace	20	5	15	5	EA	$910.00	$4,550																$4,550						**$4,550**
G4050	2967310	Exterior Fixture w/ Lamp, any type, w/ LED Replacement, Replace	20	5	15	2	EA	$520.00	$1,040																$1,040						**$1,040**
Totals, Unescalated										**$0**	**$0**	**$0**	**$0**	**$0**	**$8,775**	**$0**	**$4,550**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$16,354**	**$0**	**$0**	**$0**	**$0**	**$9,230**	**$38,909**
Totals, Escalated (3.0% inflation, compounded annually)										**$0**	**$0**	**$0**	**$0**	**$0**	**$10,173**	**$0**	**$5,596**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$25,479**	**$0**	**$0**	**$0**	**$0**	**$16,670**	**$57,918**

* Markup/LocationFactor (1) has been included in unit costs. Markup includes a 20% Public Procurement, and 10% Contingency factors applied to the location adjusted unit cost.

Parks Inventory

Types of Park Development

Pocket Park
Pocket Parks are typically defined as park spaces that are less than 3 acres in size, with limited exceptions. These parks typically feature some development or can be fully undeveloped. Typical amenities in Pocket Parks include small play structures, walking paths, seating areas, native gardens, and even sport courts in limited circumstances.

Neighborhood Park
Neighborhood Parks are typically defined as park spaces that are between 3 acres and 8 acres. These parks typically feature a mix of development and natural space. Typical amenities in Neighborhood Parks include play structures, walking paths, seating areas and picnic shelters, sport courts, restrooms, parking areas, dog parks, and even skate parks or ball fields in limited circumstances.

Community Park
Community Parks are typically defined as park spaces that are between 8 acres and 20 acres. These parks are typically highly developed with areas of natural spaces interspersed throughout. Typical amenities in Community Parks include large play structures, walking paths, seating areas, multiple picnic shelters, sport courts, restrooms, parking areas, dog parks, skate parks, and ball fields. In some instances, these parks may include community event spaces that serve a variety of uses. These sites typically serve large segments of the population in a variety of ways and uses.

Regional Park
Regional Parks are typically defined as park spaces that are over 20 acres and provide services or amenities that are utilized by the larger regional population. These parks are typically highly developed with large areas of natural spaces interspersed throughout. In some instances, they may protect or conserve vital habitat areas and provide access to

natural amenities, such as rivers. Typical amenities in Regional Parks include large play structures, walking paths, seating areas, multiple picnic shelters, sport courts, restrooms, parking areas, dog parks, skate parks, boat ramps or launches, docks, habitat conservation areas, amphitheaters and community event spaces that serve a variety of uses. In some instances, these parks may provide camping or RV-ing opportunities and specialty amenities that are unique to the needs of the region.

Specialty Park

Specialty Parks are typically defined as park spaces that provide unique, specialty services or amenities that are utilized by both residents and visitors to the region. These parks can vary in size. Examples include, but are not limited to, boat ramps, docks, interpretive spaces and centers, historical homes, plazas, and cemeteries. Amenities at Specialty Parks typically vary depending on the intended usage of the specific site.

Open Space/Natural Areas

Open Space and Natural Areas are typically defined as minimally developed, conservation-focused parkland that is intended to provide visitors with meaningful opportunities to engage with nature. These parks can vary in size, from small wetlands to large forests. Amenities at these parks typically vary depending on the intended usage of the specific site, but may include amenities such as trailheads, walking paths, interpretive signage, boardwalks, wildlife viewing areas, and habitat conservation areas.

Trails

Trails are typically defined as linear parkland that provide access or connection to nature in a variety of environments. Typically, trails are utilized to connect different sections of the City and provide pedestrian and bike access. Trails can be standalone parkland or part of a developed park. Trails can utilize a variety of surfacing materials, depending on site conditions.

Park Inventory

Abernethy Creek Park

Abernethy Creek Park is a 2.5 acre natural area located on Abernethy Creek at the North end of town. The space is an undeveloped natural area with limited parking, a small trail, and a picnic table. In the future, Parks and Recreation would look to improve the parking area and ensure continued upkeep of the trail system.

Atkinson Park

Atkinson Park is a 5.5 acre neighborhood park located in the mid-level of the City, just 4 blocks north of the swimming pool. This site is currently a mostly natural area with small amounts of development, such as a reservable picnic shelter and associated tables; a playground; and some trails. This park is also the location of the Buena Vista Club, which is discussed in the facility section of this inventory. In the future, Parks and Recreation would look to improve the accessibility of this site with new walking paths, new natural-themed play structures, and potentially a new restroom. A community planning process is recommended for this site to ensure community input on any potential redesigns of the park land.

Barclay Hills Park

Barclay Hills Park is a 5.4 acre neighborhood park located in the eastern portion of town, near Mountain View Cemetery and Newell Creek Canyon. This site is currently a mix of developed park space and natural area, with a basketball court, picnic tables, and larger play structure. Future development opportunities include accessibility improvements to existing amenities and a picnic shelter.

Barclay Park

Barclay Park is a 1.67 acre pocket park located at 711 12th Street. The site is mostly natural area with minimal development consisting of a trash can and dog pot. Currently, the site is utilized as an off-leash dog area. No major development is planned at Barclay park in the future.

Canemah Children's Park

Canemah Children's Park is a 0.34 acre pocket park located directly adjacent to Metro's Canemah Bluff natural area. The site is mostly developed with amenities such as walking trails, benches, basketball courts, picnic shelters and tables, a restroom, and a sizeable play structure. Future development at this site include replacement of the restroom with a more accessible option and replacement of the existing amenities as they age.

Chapin Park

Chapin Park is an 18.5 acre community park located on Warner Parrott Road. Nearby residents can also access the park by walking through entry points located at the end of Glacier Court or Hein Court. This park is host to the majority of the sporting events in the city. A walking/jogging path also surrounds the southern end of the park. The site is mostly developed. Current amenities include:

- 1 reservable shelter with 6 picnic tables
- 4 baseball/softball fields
- 2 soccer fields
- Two play structures
- 1 restroom
- A walking path
- A snack shack and storage area

This site also includes a park host site with utilities located just off the main parking lot. Future developments at this site would include an expanded universally-accessible playground, accessibility improvements to the ball fields and walking paths, and additional irrigation to support year-round sports on ball fields 3 and 4.

Clackamette Cove Trail & River Access Trail

Clackamette Cove Trail & River Access Trail is an approximately 1-mile-long linear trail that can be accessed from Main Street near Clackamette Park or S Washington Street. The site is a minimally developed asphalt and concrete trail through natural areas that border Clackamette Cove and the Clackamas River. Current amenities include benches, picnic tables, and dog pots. Future improvements would include accessibility improvements to the walking path and interpretive signage throughout the trail corridor.

Clackamette Park

Clackamette Park is a 25 acre regional park located at the confluence of the Willamette and Clackamas Rivers, with easy access from I-205 and 99E. It is the only regional park in the Oregon City Parks & Recreation system. Current amenities include:

- A boat launch
- Horseshoe pits
- A swingset
- Beach access to the Willamette and Clackamas Rivers
- A skatepark
- A restroom
- Walking paths
- An RV dump station
- 2 reservable shelters with picnic tables
- A 38-space RV Park

Future developments at this site would include an expanded skatepark; sports courts; a relocated boat ramp; a relocated RV park; accessibility improvements throughout the park; a new community space and amphitheater; a new restroom; and new natural areas with interpretation and artwork opportunities. Further information on these future developments can be found in the approved Clackamette Park Master Plan that was adopted by the Planning Commission in July 2023. If the community desires to construct a new RV Park, it is recommended it be relocated from its current position to a location out of the 2-year floodplain.

D.C. Latourette Park

D.C. Latourette Park is a 0.80 acre pocket park located on the block between 10th and 11th/Madison and Monroe Streets. It is a mostly developed site with a basketball court, a natural play area, accessible pathways, and a lawn area. Future development at this site would focus on replacement of existing amenities as they age.

Dement Park

Dement Park is a 0.29 acre pocket park located in the Rivercrest Neighborhood area. The park is a quiet, undeveloped park location that offers a bench and open space. No future development is planned at Dement Park.

End of the Oregon Trail

The End of the Oregon Trail historic site is a mostly developed 8.04 acre specialty park that includes an outdoor park component and the End of the Oregon Trail Interpretive Center. This section of the inventory focuses on the outdoor park component. The End of the Oregon Trail Interpretive Center is discussed later in the facility inventory. The outdoor component offers many options and accommodations for small gatherings or special events. Current amenities include a picnic shelter with accompanying tables, a large parking lot, a stage, a grassy seating area, walking and interpretive trails, a restroom, and benches. Future development on this site would include accessibility improvements to the walking trails, restrooms, and parking lots, a new stage or amphitheater, shade structures, additional historical interpretation components, and additional seating options. It is recommended this site undergo a community planning process at some point in the future.

Hartke Park

Hartke Park is a 1.03 acre pocket park located a few blocks off Warner Parrot Road. Current amenities consist of a small play area, two tennis courts, and a basketball court. Vegetation and open green space provide the community with spaces to gather or play. Future improvements include accessibility improvements to the courts and play area.

Hazel Grove Park

Hazel Grove Park is a 3.40 acre neighborhood park located a few blocks off Central Point Road. The site currently consists of a natural play structure, a picnic shelter with accompanying tables, benches, and a walking path. There is a mix of mature trees and open space for play. Future improvements include replacement of existing amenities as they age and future plantings to provide additional habitat and shade.

Hazelwood Park

Hazelwood Park is a 0.54 acre pocket park at the corner of Laurelwood Drive and Hartke Loop. The space provides an open, grassy area for play. Current amenities include a swingset and a slide. Future improvements would include additional playground components and plantings to provide shade.

Hillendale Park

Hillendale Park is a 16 acre community park located on Clairmont Way, with parking also available on Rosebery Avenue. The park also connects with Clackamas County's Red Soils Campus via a paved walking path at the end of Red Soils Court. The trails are lined with sitting benches and large grassy areas suitable for lawn games. A small creek runs through the park, with an observation deck overlooking the wetlands. Current amenities include:

- Barbeque grills
- 2 baseball/softball diamonds
- 2 soccer fields
- A mixed use (basketball/pickleball/tennis) sport court
- 1 sand volleyball court
- 1 reservable picnic shelter with accompanying tables
- A preserved wetland with an observation deck and interpretive signage
- Walking paths and bridges
- 2 playgrounds
- Restroom facilities

Future improvements would focus on replacement of outdated play equipment with new, inclusive play structures; a replacement restroom facility; a new single-user restroom facility in the lower section of the park; improvements to the mixed use sport court; and accessibility improvements to the walking paths, bridges, and parking lots. Additionally, this site is recommended for additional plantings throughout the park and wetland preservation along Mud Creek to improve water quality and habitat. This could include areas for interpretation and wildlife viewing.

Jon Storm Park

Jon Storm Park is a 1.5 acre specialty park located on the bank of the Willamette River, just south of Clackamette Park. The park sits on Clackamette Drive just before Sportcraft Landing, overlooking the river with a view of Willamette Falls. Current amenities include a recreational & commercial boat dock, restroom facilities, and a reservable picnic shelter with accompanying tables. Future improvements at the site include accessibility upgrades to walking paths and restrooms, as well as necessary repairs and replacement of the boat dock components as they age. Additionally, there may be future work to improve the capacity of the boat dock in order to receive larger commercial vessels.

Library Park

Library Park is a 1.3 acre pocket park located on the grounds of the Oregon City Public Library. Current amenities include benches, walking paths, a small playground, and a spray park. Future improvements at the site include accessibility upgrades to walking paths and the replacement of existing amenities as they age.

McLoughlin Promenade

McLoughlin Promenade is a 7.8 acre linear trail on the bluff above downtown, which provides spectacular views of the Willamette River, Willamette Falls, and downtown Oregon City. It also provides a connection to the Oregon City Municipal Elevator. Current amenities include benches, dog pots, and walking paths that connect into the McLoughlin Neighborhood. This park is also the site of the Cayuse 5 Memorial, providing historical interpretation and a significant ceremony site for Tribal nations. Future improvements to the site include a second phase of the Cayuse 5 Memorial and accessibility upgrades to walking paths, as well as replacement of amenities as they age.

Oak Tree Park

Oak Tree Park is a 0.39 acre natural area located off South End Road. It is mostly open lawn space with a few mature and young trees. No major development is planned at Oak Tree Park for the future.

Old Canemah Park

Old Canemah Park is a 7.56 acre natural area located in the historic Canemah neighborhood. With walking trails, changing grades, picnic areas, and beautiful views of the Willamette River, Old Canemah Park provides a relaxing escape. Current amenities include picnic areas, walking paths, trails, and a small parking lot. There is also a covered viewpoint that overlooks the Willamette River. Future improvements to Old Canemah Park include a redesigned, accessible pathway to the viewpoint area; environmental and historical interpretation throughout the park; accessibility improvements to the parking area; and native habitat restoration. This site is also intended to become a piece of the McLoughlin-Canemah project that connects downtown Oregon City to the Canemah neighborhood.

Park Place Park

Park Place Park is an 18.5 acre neighborhood park located off Front Avenue in the Park Place Neighborhood. Current amenities include natural areas, open lawn space, walking paths, an off-leash dog area, a playground, and a restroom. Park Place Park has a master plan from 1995 that recommends future Phase II improvements to include a sports court, additional walking paths, and an expanded play area. It is recommended this site undergo a community-based plan update before moving forward with any improvements to ensure the community can provide input on a final design for Phase II improvements.

Richard S. Bloom Tots Park

Richard S. Bloom Tots Park is a 0.18 acre pocket park located across the street from Library Park. Current amenities include a small children's play area, a restroom, and some benches. Future improvements at this site would include replacement of existing amenities as they age and accessibility upgrades as items are replaced.

Rivercrest Park

Rivercrest Park is a 6.5 acre neighborhood park located on Park avenue in the heart of the Rivercrest neighborhood. Current amenities include a spray park, tennis courts, a basketball court, a t-ball field, a playground, 2 reservable picnic shelters with accompanying tables, a restroom, and concrete cornhole pits. Future improvements at this site include accessibility improvements to existing amenities; replacement of the spray park with a larger, more accessible option as it ages; an expansion to the reservable picnic shelter near the spray park; and replacement of the playground equipment with more accessible options as they age.

Shenandoah Park

Shenandoah Park is a 0.55 acre open space located off Central Point Road at the intersection of Allegheny Drive and Shenandoah Drive. The park is mostly open lawn space with mature trees. No major development is planned at Shenandoah Park

Singer Creek Park

Singer Creek Park is an 18 acre community park located adjacent to Linn Avenue along Singer Creek. There are trails that connect the park to Belle Court and Holmes Lane.

Current amenities include walking paths, natural habitat, and a disc golf course. Future improvements would include new trails throughout the forest, an improved walking path that connects Holmes Lane to Linn Avenue, and an off-leash dog area.

Sportcraft Boat Ramp

Sportcraft Boat Ramp is a 3.34 acre specialty park located at the end of Clackamette Drive adjacent to Jon Storm Park. Current amenities include a 2-lane boat dock that provides safe boating access to the Willamette River, as well as a parking lot for boat trailers. Future improvements would include replacement of existing amenities and repaving of the parking lot.

Tyrone S. Woods Park

Tyrone S. Woods park is a 9-acre neighborhood park located off Meyers Road in the south of the City. Current amenities include benches, walking paths, a nature play area, a reservable picnic shelter with accompanying tables, picnic tables disbursed throughout the park, a restroom, and a fenced dog park. This park has a recent master plan that defines Phase II improvements as a skatepark, pickleball courts, and additional open lawn space and walking paths.

Waterboard Park

Waterboard Park is a 21.28 acre natural area located at the end of John Adams Street, near the former armory. Waterboard park is mostly natural habitat with viewpoints, walking paths, a parking lot at the lower and upper entrance. Future improvements at this site would include accessibility improvements to trails, walking paths and parking lots. It is recommended this site undergo a community planning process, especially if the City were to add additional land for development at the lower entrance.

Wesley Lynn Park

Wesley Lynn Park is a 17.5 acre community park located on Frontier Parkway off Meyers Road in the southern end of Oregon City. Current amenities include:

- A large playground
- Walking paths

- 1 reservable picnic area with barbeque grills, a sink, and accompanying picnic tables
- 2 baseball/softball fields (one with synthetic turf infield
- 2 soccer fields
- An off-leash dog area
- A restroom and snack shack

Future improvements at this site would include synthetic turf infield on the other ball field; dugout and bleacher improvements; an expanded, universally accessible play area; a fenced dog park; habitat restoration and shade improvements; additional parking; an additional shelter; and accessibility improvements to walking paths and restroom facilities.

Facility Inventory

End of the Oregon Trail Interpretive Center

The End of the Oregon Trail Interpretive Center consists of four buildings and site amenities/features located at the End of the Oregon Trail historical site. The Main Building (Wagons 1-3) consists of learning and activity rooms and a theater. The Visitor's Center consists of a welcome center and gift shop. Henderson Farm consists of a two-story building with a learning/activity center downstairs and offices. The restroom building consists of restrooms and staff areas. The restroom itself serves the Interpretive Center and the parkland. Future development on this site is currently guided by the previous master plans from the 1990's. It is recommended the City engage in a refinement planning process to engage stakeholders on identifying future development opportunities.

Pioneer Community Center

The Pioneer Community Center is a 16,000 SF building that was originally constructed in 1976. The building underwent partial renovation in 2019/2020. The current purpose of this facility is to provide community space for social services and rentals, as well as staff offices for individuals engaged in providing these services. The facility also includes approximately 1.7 acres of landscaped grounds and parking area that is utilized for a variety of programming. Part of these grounds include the Sister City Peace Garden, with interpretive signage and a small walking path. Future development at this site would

include accessibility improvements to existing amenities and upgrades/renovations as amenities age out.

Oregon City Swimming Pool

The Oregon City Swimming Pool is a 20,572 SF building that was constructed in two phases. The natatorium was constructed in 1965 and the community center wing was constructed in 1978. Renovations to the interior finishes, natatorium glass, ADA improvements, and rebuilding of the pool deck were performed between 2014 and 2019. As an aging facility, the City continues to invest in the facility's upkeep, most recently with a project focused on resurfacing and retiling the pool shell. Future development at this site should be guided by a community planning process that provides a future vision of what the community believes this site should become.

Mountain View Cemetery

Mountain View Cemetery is a 55-acre municipally owned cemetery with a variety of structures and uses. Facilities on site include a small office building, a public restroom, a maintenance shop, and several mausoleums. The cemetery grounds are divided into four main categories:

- The Pioneer Cemetery, which represents 10.52 acres, was first established in 1854 and is primarily a historic cemetery
- The Veterans Memorial and Parents of Murdered Children Memorial, which represents 0.48 acres, primarily serves as a gathering and reflection space for the public to enjoy year-round, with specific events also held in these locations. The Veterans Memorial was recently reconstructed with project completion in 2024.
- The Main Cemetery, which represents 29 acres, primarily serves the community as a final resting place for loved ones. This section includes cremation, ground burial, and mausoleum lots that are available to the public for sale. It also includes various maintenance facilities utilized by the Parks and Cemetery Division.
- The Scattering Canyon, which represents 17 acres, primarily serves as forestland and an option for families interested in scattering cremains. There are some developed trails that allow for public access into the forest.

Future development at this site should be guided by a community planning process that includes a business analysis to provide a community vision for the future of this site. In

lieu of that planning process, the City should prioritize ADA accessibility upgrades and repaving of the Pioneer Cemetery access road.

Ermatinger House

Ermatinger House is a 3,300 SF historic house sitting on approximately 0.12 acres of landscaped grounds in the McLoughlin Historic District of Oregon City. The house was originally constructed in 1843 and is one of the oldest houses in Clackamas County. The house was renovated from 2011 to 2017 and it was opened to the public in 2018 as a museum space. The current use of this facility is to provide historical interpretation for the public on the history of the house and Oregon City as a whole. Future development at this site would include historically appropriate upgrades and repairs as amenities and the building itself ages. There are also opportunities to update and improve the interpretive elements of the facility as time progresses.

Buena Vista Club

Buena Vista Club is a 1,200 SF building located on the Atkinson Park property. The Club was reportedly constructed in 1923 and functioned as a social club until 1987 when the building was donated to the City. The City rented out the facility for events until the building was formally closed in 2013. Due to the site's appearance on the National Register of Historic Places, future developments at this site would be focused on preservation of the existing structure with a goal of providing historical interpretation at a minimum. If enough funding can be secured, the City could pursue a goal of reopening the building for public use.

New Parks/Facilities

Clairmont Way

Clairmont Way is a 2.53 acre open space that is currently owned by Oregon City Parks and Recreation. It is located along Clairmont Way just off Molalla Ave. It is planned for development as a new park by the City sometime in the future. Planned amenities could include a bicycle pump track; a skate park; or a fenced dog park with associated picnic areas, benches, and walking paths.

Park Place Concept Area South Village (Neighborhood Park)

The Park Place Concept Area Master Plan calls for dedication of 3 to 5 acres of land within the Park Place Concept Area to be used as a neighborhood park. This neighborhood park would likely include the following amenities:

- Walking paths
- A playground
- A reservable picnic shelter with accompanying picnic tables
- Open lawn space

It is recommended that a community planning process is completed to ensure community input on any planned amenities, as well as to avoid overlapping in amenities between the planned neighborhood and community parks.

Park Place Concept Area North Village (Community Park)

The Park Place Concept Area Master Plan calls for dedication of 8 to 10 acres of land within the Park Place Concept Area to be used as a community park. This community park may include the following amenities:

- Walking paths
- A playground
- A fenced dog park
- A reservable picnic shelter with accompanying picnic tables
- A multi-use sports court
- A multi-use sports field
- Natural area

It is recommended that a community planning process is completed to ensure community input on any planned amenities, as well as to avoid overlapping in amenities between the planned neighborhood and community parks.

Thimble Creek Concept Area (Neighborhood Parks)

The Thimble Creek Concept Area Master Plan identifies a series of three small neighborhood parks within the Thimble Creek Concept Area. The Master Plan calls for a "Pearl and String" concept that links these three neighborhood parks with a landscaped pathway or streetscape, providing a unique and walkable experience to residents. These smaller parks should be planned through a community planning process to ensure

community input on amenities, as well as to avoid overlapping in amenities between the neighborhood parks.

As development may happen in phases, the approach for the linear-oriented south-central open space park is through a pearl and string approach. The park peals may vary in size but are connected by a 30-foot-wide string which includes a shared-use path. The park includes the following elements:

• 30-foot ped/bikeway string along the east side of Center Parkway to be located in a shared-use path and will not be considered part of a pearl.
• Up to 4 pearls of various sizes spread along the open space network
• Min sizes pearl: 2 acres minimum.
• Maximum size pearl: none
• Min combined size of all pearls: 10 acres
• Min average width of each park pearl: 200 feet
• Min average depth of each park pearl: 200 feet
• At least 5 acres to be developed with active recreation components
• The first park pearl dedicated shall be at least 3 acres in size

East Ridge- Thimble Creek Conservation Area

The East Ridge is a beautiful edge to the Thimble Creek area and should be planned as a publicly accessible amenity and protected resource area. However, this vision could be accomplished as a public park or through a private ownership, construction, and long-term maintenance approach with public access easements. The natural resource inventory identified important resources and opportunities for habitat restoration in the riparian areas of Thimble Creek. The park is identified primarily as an open space area with space for habitat restoration, trails, viewpoints, educational and passive recreational opportunities. The park includes the following elements:

• Minimum of ½ of area between the Thimble Creek stream buffer and the 490-foot elevation
ridgeline to be open space.
• Two public viewpoints separated by at least 400 feet with a minimum size of .35 acre at less than
10% slope for each viewpoint. One of the viewpoints must be visible from a passing vehicle.
• Minimum 700-foot non-interrupted view corridor along open space from east edge of Ridge
Parkway.
• Provide a pedestrian-oriented forest trail from one viewpoint to another along the Ridge Parkway

South End Concept Area

The South End Concept Plan provides access to a network of parks and open space within easy walking distance of residents and offers a variety of opportunities for recreation. The plan utilizes bands of open space consisting of sensitive habitat and drainage areas, park land, and roadways with landscaped central parkways to connect each of the planned neighborhoods to each other and the adjacent regional natural area at Canemah Bluffs. As currently proposed, the South End Concept Plan provides 24 acres of parks and an additional 51 acres of open space.

Meyers Road/Caufield Area (Neighborhood Park)

The park equity maps contained within the Parks Master Plan identify an area in the Meyers Road/Caulfield Neighborhood area as lacking in neighborhood parks. To meet targeted levels of service identified in the City's Parks Master Plan, the City should consider acquiring land in this area for future development as a neighborhood park.

Partlow Road Area (Neighborhood Park)

The park equity maps contained within the Parks Master Plan identify an area in the Partlow Road area as lacking in neighborhood parks. To meet targeted levels of service identified in the City's Parks Master Plan, the City should consider acquiring land in this area for future development as a neighborhood park.

Additional Trails

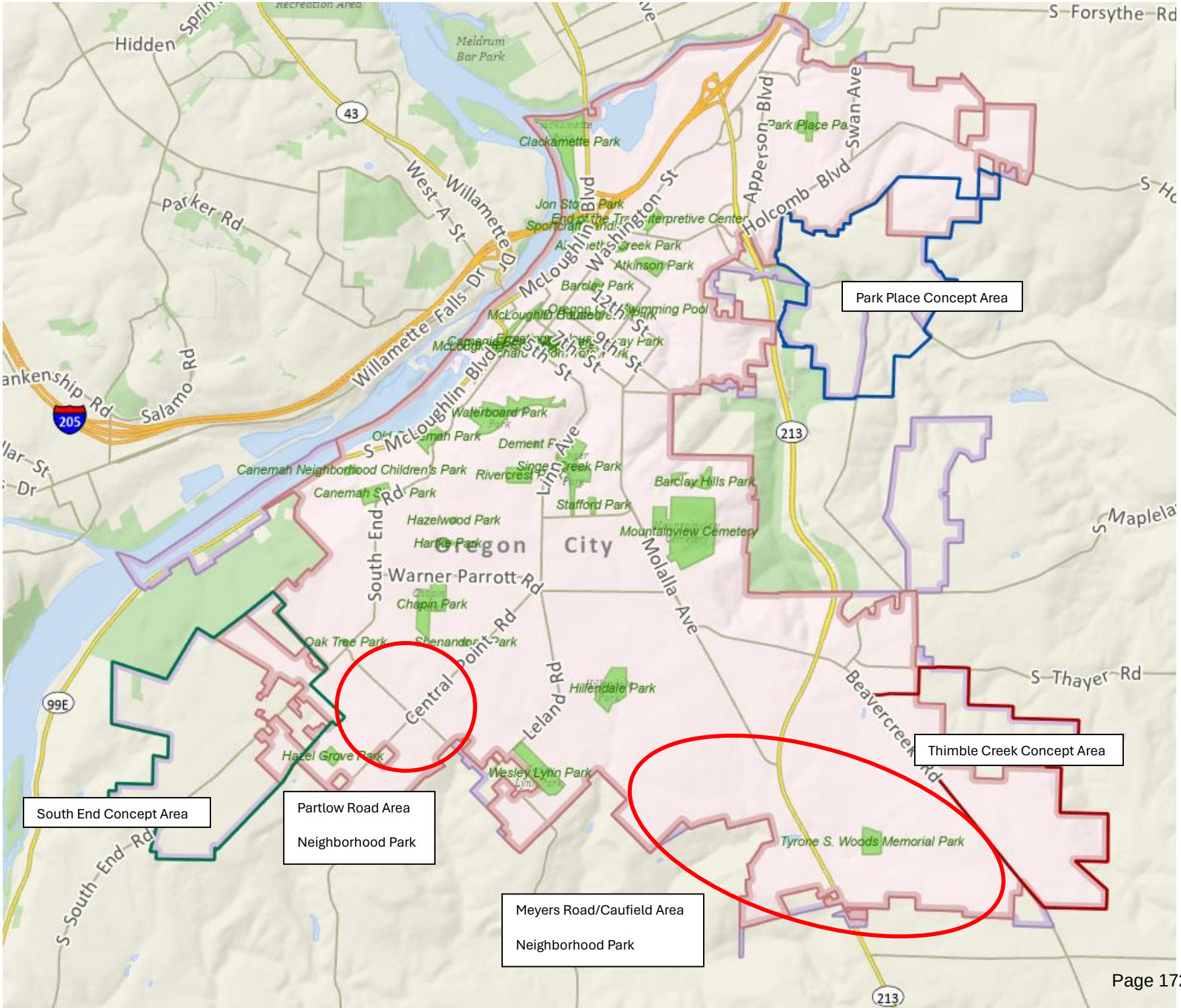
According to the level of service analysis performed in the Parks Master Plan process, the City needs to add 3 miles of trails to meet future levels of service based on projected population growth. The City should prioritize projects that are already identified in the existing Trails Master Plan for potential future development.

Aquatics & Recreation Center

The Parks Master Plan identifies a deficiency in the planned level of service for indoor recreation facilities as Oregon City's population continues to grow. The City should consider planning for a new Aquatics & Recreation Center that will better serve the continuing needs of both residents and non-residents. Additionally, the City should

consider acquiring enough land to construct both a new Aquatics & Recreation Center and a youth sports facility to ensure sufficient community support and consolidate activities to a central location. It is recommended the City engage in a community planning process to determine the appropriate size and location of such a facility.

Figure 1 – Map of Current and Future City Park Land



OREGON CITY

Community Development – Planning

695 Warner Parrott Road | Oregon City OR 97045
Ph (503) 722-3789

LEGISLATIVE STAFF REPORT AND RECOMMENDATION

A preliminary analysis of the applicable approval criteria for a legislative proposal is enclosed within the following report.
May 2, 2025

HEARING DATE: May 12, 2025 **-** Planning Commission

FILE NUMBER: GLUA 25-0002**:** LEG-25-0001

APPLICATION TYPE: Legislative (OCMC 17.50.170)

APPLICANT: City of Oregon City, c/o Parks and Recreation Department, 500 Hilda Street, Oregon City, OR 97045

REQUEST: Legislative. The Parks and Recreation Department proposes an update to the Parks Master Plan, an Ancillary Document to the OC2040 Comprehensive Plan. This proposal amends the Comprehensive Plan.

LOCATION(S): City Wide

17.50.170 - Legislative hearing process.

A. Purpose. Legislative actions involve the adoption or amendment of the city's land-use regulations, comprehensive plan, maps, inventories and other policy documents that affect the entire city or large portions of it. Legislative actions which affect land use must begin with a public hearing before the planning commission.
B. Planning Commission Review.
1. Hearing Required. The planning commission shall hold at least one public hearing before recommending action on a legislative proposal. Any interested person may appear and provide written or oral testimony on the proposal at or prior to the hearing. The community development director shall notify the Oregon Department of Land Conservation and Development (DLCD) as required by the post-acknowledgment procedures of ORS 197.610 to 197.625, as applicable.
2. The community development director's Report. Once the planning commission hearing has been scheduled and noticed in accordance with Section 17.50.090(C) and any other applicable laws, the community development director shall prepare and make available a report on the legislative proposal at least seven days prior to the hearing.
3. Planning Commission Recommendation. At the conclusion of the hearing, the planning commission shall adopt a recommendation on the proposal to the city commission. The planning commission shall make a report and recommendation to the city commission on all legislative proposals. If the planning commission recommends adoption of some form of the proposal, the planning commission shall prepare and forward to the city commission a report and recommendation to that effect.
C. City Commission Review.

1. City Commission Action. Upon a recommendation from the planning commission on a legislative action, the city commission shall hold at least one public hearing on the proposal. Any interested person may provide written or oral testimony on the proposal at or prior to the hearing. At the conclusion of the hearing, the city commission may adopt, modify or reject the legislative proposal, or it may remand the matter to the planning commission for further consideration. If the decision is to adopt at least some form of the proposal, and thereby amend the city's land-use regulations, comprehensive plan, official zoning maps or some component of any of these documents, the city commission decision shall be enacted as an ordinance.
2. Notice of Final Decision. Not later than five days following the city commission final decision, the community development director shall mail notice of the decision to DLCD in accordance with ORS 197.615(2).

IF YOU HAVE ANY QUESTIONS ABOUT THIS APPLICATION, PLEASE CONTACT THE PLANNING DIVISION OFFICE AT (503) 722-3789.

EXECUTIVE SUMMARY

The City Commission adopted the Parks Master Plan (2023) in June 2024 after an extensive public engagement process and City Commission review. The final step in the process is to adopt the document as an ancillary document to the Comprehensive Plan. This step integrates the adopted vision into the City's Comprehensive Plan with the same weight as the master plans of other city assets, such as the Transportation System Plan and Water, Storm, and Sewer Master Plans.

By integrating the Park's Master plan with the Comprehensive Plan, the city establishes a long-term vision for parks and recreation. This ensures that park development aligns with broader community goals, growth patterns, and land-use strategies. A Master Plan adopted through the legislative land use process is also needed to attract funding from grants and other sources, requiring a formal plan to support improvements in parks and recreation, as well as legal support for any future system development fees (SDCs).

The Parks Master Plan document (2023) and the newly created Exhibit A, which identifies and describes existing and proposed parks keyed to a map, will provide the needed legal nexus for implementation.

I. BACKGROUND:

File No. LEG-25-00001 updates the Oregon City Parks Master Plan (2008) by adopting the Oregon City Parks Master Plan (2023). The Oregon City Parks Master Plan is an ancillary document to the Oregon City Comprehensive Plan.

"Ancillary Plans are adopted by the City Commission for such things as parks and recreation, transportation systems, water facilities, and sewer facilities. Usually prepared by City departments through a public process, ancillary plans are approved by the City Planning Commission and adopted by the City Commission to provide operational guidance to city departments in planning for and carrying out city services. These plans are updated more frequently than the Comprehensive Plan."

The Oregon City Parks Master Plan (2023) is a document that proposes specific programs and projects intended to provide a level of service that meets the needs of the community now and in the future. The document provides operational guidance to the Oregon City Parks & Recreation

Department in planning for and carrying out city services for the foreseeable future. Specific projects include development of more fenced dog parks; purchase and development of more usable outdoor space for programming/events; increase connectivity and accessibility of trails and parks; and install newer, more inclusive play structures in parks.

The Oregon City Parks Master Plan (2023) will create a cohesive Parks & Recreation system that provides an appropriate level of service to the community based on statistically valid surveys, comparable agency benchmarks, and national trends in participation and community needs.

PROCESS

Adoption of the code amendments is a legislative action that requires review and recommendation from the Planning Commission prior to adoption by the City Commission following public hearings.

Public Involvement and Public Comment

To ensure public participation in the development of the Oregon City Parks Master Plan (2023), several avenues for comment were developed.

A specific website (orcityparksandplay.org) was developed and shared with the community. This website served as conduit for information related to the plan development, opportunities for input, and updates on the process.

In June 2022, several key stakeholders and user groups were interviewed to gain insight into the current strengths, opportunities, and priorities for the park system. These groups included:

- The Confederated Tribes of Grand Ronde
- Friends of the Ermatinger House
- Oregon City Soccer
- Oregon City Youth Sports
- Oregon City Swim Club
- Parks and Recreation Advisory Committee
- OCPRD Parks & Cemetery Maintenance Team

Several public input meetings were held during the development and finalization of the Plan. The first public input meeting took place on June 2nd, 2022 in a hybrid format (in-person and online) and provided attendees with a presentation of the project, process, initial demographic findings, as well as an opportunity for residents to offer feedback on the parks system via live polling. There were also public engagement events on the following dates:

- December 5th, 2022 at Robert Libke
- January 23rd, 2023 at City Hall
- July 10th, 2023 at City Hall

The final public input meeting was held just prior to review and approval of the final draft Master Plan by City Commission. This meeting was held on May 6th, 2024 at the Pioneer Community Center and followed a similar format to the first public input meeting.

The plan was also presented to and reviewed by the following committees during the approval process:

- Final draft presented to CIC – June 3rd, 2024
- Final draft presented to YAC – May 13th, 2024
- Joint work session with PRAC and City Commission – May 7th, 2024
- Draft plan presented to PRAC – March 28th, 2024

Feedback from these public input meetings and stakeholder presentations identified the following priorities to enhance the City's parks and recreation system:

- Water activation – activating and improving access to the Willamette River for existing community users to drive tourism and economic development
- Sports complex – a youth sports complex was mentioned as a priority by multiple stakeholders. Key components of the complex include ample parking and synthetic turf for at least four multi-use fields. An attached fieldhouse was also mentioned for indoor soccer and baseball.
- Connectivity and access – improving and expanding trails and paths throughout the City was an often-mentioned priority by stakeholders. They would like to see more access to natural areas and a better utilization of the City's topography and natural areas, with more connectivity throughout the system.
- Historical preservation – Stakeholders would like to see a focus on historical preservation and acknowledgement. Specific priorities were a memorial for Cayuse 5, restoring the End of the Oregon Trail Interpretive Center, and a better-defined purpose and usage of the Ermatinger House.
- Sustainability - A prevalent theme expressed by respondents was the Department's ability to take care of its current assets; sustainability was also an often-mentioned priority. Stakeholders would like to see the plan assist staff in taking total cost of ownership into account when planning new facilities, parks, and amenities. There was also a desire to catch up with deferred maintenance for existing parks before moving forward with new projects.

During the development of this master plan, a statistically valid survey and a general online survey were released for citizens to provide input. The statistically valid survey was targeted at households from all areas of the city, representing the diversity of the city's demographics. 401 survey respondents participated in the statistically valid survey. The online survey was released via SurveyMonkey and had 184 responses. The online survey asked the same questions as the statistically valid survey; however there is no precision rate or level of confidence since there was no selection criteria for respondents.

Feedback from these various surveys identified the following parks and recreation facilities/amenities as high priorities for investment:

- Multi-use paved trails
- Multi-use unpaved trails
- Water access
- Outdoor amphitheater
- Indoor walking/jogging track

- Large community parks
- Open space & conservation areas
- Fenced dog parks
- Small neighborhood parks

The Legislative Process as it relates to the Oregon City Comprehensive Plan

The applicable approval criteria for a Legislative action are the guidance provided in the Oregon City Comprehensive Plan, the applicable goals and policies of the Oregon City Comprehensive Plan, and any applicable statewide planning goals.

Plan implementation process;

The City Commission directed staff to implement the Parks Master Plan at the June 12, 2024, meeting. The plan was approved, and staff were asked to start the Legislative adoption process.

The first evidentiary public hearing for the proposed amendments will be held with the Planning Commission, following the notice procedures for legislative action per OCMC 17.50. The City Commission public hearing will be scheduled once the Planning Commission has completed its review and provided a recommendation on the proposed amendments.

The Department of Land Conservation and Development was notified as required by ORS 197.610 – 197.625. The Staff Report will be made available at least seven days prior to the public hearing and the application was processed according to the Legislative Hearing Process as required under Oregon City Municipal Code 17.50.170. Implementation of the Plan is discussed further in the staff report.

<u>Background on the purpose of plan adoption</u>

The Plan reflects community needs, desires, attitudes and conditions

The community had many opportunities to share their concerns and priorities for the future of the Oregon City Parks & Recreation system during the development of this plan. Please see "Public Involvement and Public Comment" section for a summary of these opportunities and the feedback that was received.

The Plan helps to guide land use actions, including an examination of trends

The 2023 Parks Master Plan is intended to guide land use actions as they relate to parks, open space, and natural areas used for recreation. The plan includes an extensive examination of current trends in recreation to identify current and future needs of the community. These trends will help staff prioritize facilities and amenities to meet these needs as the community continues to grow. The plan also includes a robust examination of trends within the community, including a level of service analysis that identifies whether our current parks, amenities, and facilities are meeting the current and future needs of the community. This level of service analysis will assist staff in identifying future needs for new parks, amenities, and facilities, particularly in areas of new development within the City. According to this level of service analysis, Parks and Recreation should prioritize the following types of parks and amenities to meet the needs of the community now and into the future:

- Community Parks – 23.1 acres needed in 2022; 29 acres needed by 2032
- Trails (paved and unpaved) – 2 miles needed in 2022, 3 miles needed by 2032
- Pickleball courts – 2 courts needed in 2022; 2 courts needed by 2032
- Multi-purpose fields (rectangular) – meets standards in 2022, 0.1 fields needed by 2032
- Fenced dog parks – 0.3 dog parks needed in 2022; 0.4 dog parks needed by 2032
- Indoor aquatic space – 412 square feet needed in 2022; 1,854 square feet needed by 2032
- Indoor recreation space – 38,834 square feet needed in 2022; 44,604 square feet needed by 2032

Public Notice and Comments
This is a legislative action that requires public notice pursuant to OCMC 17.50.090.C. - *Notice of Public Hearing on a Legislative Proposal*. The Community Development Director provided the required Post Acknowledgement Plan Amendment (PAPA) notice to the Oregon Department of Land Conservation and Development on March 20, 2025. Notice of the Planning Commission public hearing was also provided to the Citizen Involvement Committee, Natural Resources Committee, Neighborhood Associations, and affected service districts, agencies and parties by email on April 4, 2025

II. DECISION-MAKING CRITERIA

The remainder of this staff report provides additional findings to demonstrate that the proposed amendments are consistent with applicable approval criteria.

Chapter 17.68 - Zoning Changes and Comprehensive Plan Amendments

17.68.010 - Initiation of the amendment.
A text amendment to the comprehensive plan, or an amendment to the zoning code or map or the Comprehensive Plan map, may be initiated by:
A. A resolution request by the City Commission;
B. An official proposal by the Planning Commission;
C. An application to the Planning Division; or.
D. A Legislative request by the Planning Division.
All requests for amendment or change in this title shall be referred to the Planning Commission.

Response: The proposal qualifies as initiated as a legislative request by the Parks and Recreation department at the direction of the City Commission.

17.68.015 –Procedures.
Applications shall be reviewed pursuant to the procedures set forth in Chapter 17.50.

17.50.170 - Legislative hearing process.
A. Purpose. Legislative actions involve the adoption or amendment of the city's land use regulations, comprehensive plan, maps, inventories and other policy documents that affect the entire city or large portions of it. Legislative actions which affect land use shall begin with a public hearing before the planning commission.

B. Planning Commission Review.
1. Hearing Required. The planning commission shall hold at least one public hearing before recommending action on a legislative proposal. Any interested person may appear and provide written or oral testimony on the proposal at or prior to the hearing. The community development director shall notify the Oregon Department of Land Conservation and Development (DLCD) as required by the post-acknowledgment procedures of ORS 197.610 to 197.625, as applicable.

C. City Commission Review.
1. City Commission Action. Upon a recommendation from the planning commission on a legislative action, the city commission shall hold at least one public hearing on the proposal. Any interested person may provide written or oral testimony on the proposal at or prior to the hearing. At the conclusion of the hearing, the city commission may adopt, modify or reject the legislative proposal, or it may remand the matter to the planning commission for further consideration. If the decision is to adopt at least some form of the proposal, and thereby amend the city's land use regulations, comprehensive plan, official zoning maps or some component of any of these documents, the city commission decision shall be enacted as an ordinance.
2. Notice of Final Decision. Not later than five days following the city commission final decision, the community development director shall mail notice of the decision to DLCD in accordance with ORS 197.615(2).
Response: This legislative action followed the procedures found in OCMC 17.50.170 including meetings with the Citizen Involvement Committee, Natural Resource Committee, Planning Commission, and City Commission where applicable.

17.68.020 - Criteria.
The criteria for comprehensive plan amendment or text or map amendment in the zoning code are set forth as follows:
A. The proposal shall be consistent with the applicable goals and policies of the comprehensive plan;
Response: This legislative action is consistent with the applicable goals and policies of the comprehensive plan as detailed in the responses below. Therefore, the proposed amendments are consistent with Criterion (A).

<u>0C2040 Oregon City Comprehensive Plan</u>

According to the OC2040 Comprehensive Plan (Appendix 3): “Ancillary plans are adopted by the City Commission for such things as parks and recreation, transportation systems, water facilities, and sewer facilities. Usually prepared by City departments through a public process, ancillary plans are approved by the City Planning Commission and adopted by the City Commission to provide operational guidance to city departments in planning for and carrying out city services. These plans are updated more frequently than the comprehensive plan.”

The Oregon City Parks Master Plan will be adopted as an ancillary document to the Oregon City Comprehensive Plan .

Conformity of the proposal with the city's comprehensive plan;

Oregon City has a variety of parks, trails and open space governed by a Parks and Recreation Master Plan (2008). Currently in the process of being updated (2023), the Plan serves as a guide to implementing Oregon City's goal of providing a broad range of parks and recreational spaces, activities, and programs to meet the current and future needs of its residents. The plan emphasizes the unique assets in Oregon City and identifies opportunities to further leverage those assets and build new ones. A set of mission statements provides the framework for the plan and will also serve as a starting point for new OC2040 goals and strategies that are developed for this project. Those mission statements are:

• Strengthen community image and sense of place, promote cultural unity
• Protect and preserve natural and cultural resources
• Foster social, intellectual, physical and emotional development
• Strengthen safety and security in park and recreation spaces
• Support economic development
• Provide educational experiences through recreation
• Promote health, wellbeing, and community problem solving
• Be good stewards of public resources

The OC2040 mission statements outlined herein are reflected in the 2023 Parks Master Plan as follows:

- The investments in cultural programming, taking care of existing assets, and historic preservation will strengthen community image, provide a sense of place that is unique to Oregon City, and promote cultural unity
- Access to open space and natural areas was identified as a top priority during the development of this master plan. Actions taken that are consistent with that priority, such as acquisition of new natural areas and open space, will protect and preserve natural and cultural resources
- The programming plans and recommendations identified throughout this master plan will help foster social, intellectual, physical, and emotional development in our community
- Investments into deferred maintenance and existing assets will strengthen safety and security in park and recreation spaces
- Priorities such as water activation and historic preservation provide opportunities to increase tourism, thereby supporting economic development
- Priorities such as increasing indoor aquatic and recreation space, as well as increasing nature-based programming, provide opportunities for educational experiences through recreation.
- The plan is intended to promote health, wellbeing, and community problem solving by providing guidance on how to best provide parks and recreation opportunities to the community at large.
- The plan calls for specific, targeted investments that rely on a conservative funding strategy, promoting good stewardship of public resources. Additionally, the focus on improving existing assets is itself good stewardship of existing public resources.

CHAPTER 4: PROTECTED ENVIRONMENT

GOAL 1

Provide and maintain a comprehensive system of parks, trails, natural resource areas, and

recreation amenities that is accessible to residents of all ages and abilities, enhances the environmental and aesthetic quality of the community, and encourages healthy living.

The plan is intended to serve as guidance for how to provide and maintain a comprehensive system of parks, trails, natural resource areas, and recreation amenities that is accessible to residents of all ages and abilities, enhances the environmental and aesthetic quality of the community, and encourages healthy living.

POLICY 1.1 Provide additional parklands to adequately serve the City's current and estimated future
population based on adopted service levels and community needs.

> The plan identifies specific areas in need of investment, such as community parkland and indoor aquatic/recreation space based on adopted service levels and community needs
>
> STRATEGY 1.1.A When property adjacent to an existing neighborhood or community park becomes available, consider adding property to the park and developing it to meet the current needs of existing neighborhoods.
>
> The plan provides equity mapping that highlights areas with reduced levels of service that should be focus areas for investment, particularly if adjacent property becomes available.
>
> STRATEGY 1.1.B Identify and protect land for parks and recreation within the Urban Growth Boundary.
>
> The plan's equity maps show areas, such as the Park Place Neighborhood and Caulfield Neighborhood, where land available in the Urban Growth Boundary could be obtained to support future growth in those areas.
>
> STRATEGY 1.1.C Require or encourage developers to dedicate park sites as part of the subdivision review process. When possible, require or encourage developers to build parks to City standards and give them to the City to operate and maintain.
>
> Two areas have been identified in addenda to this plan that meet the needs of this strategy; Park Place Concept Area and Thimble Creek Concept Area. Staff recognize that requiring or encouraging developers to build parks to City standards and giving them to the City to operate and maintain is a more cost-effective and advantageous route to acquiring new developed parkland.

POLICY 1.2 Provide equitable distribution of parks and trails across the city.

This master plan includes equity maps that outline the current distribution of parks, trails, and amenities across the city. These maps will be used to identify areas for future investment and development.

> STRATEGY 1.2.A Ensure the adequacy of pedestrian and bicycle connections to local, county, and regional trails.

The master plan includes equity maps for trails (paved and unpaved), identifying areas of the city where trails are lacking. These maps will be utilized for planning and investment, in conjunction with the City's Trails Master Plan.

STRATEGY 1.2.B Ensure adequate park and trail development in high density development and neighborhoods lacking access to these amenities.

The master plan's equity maps indicate specific areas where trails and park development are lacking, such as sections of the McLoughlin neighborhood, the Caufield neighborhood, and the Park Place neighborhood. These areas will be prioritized for future investments to ensure adequate park and trail development in neighborhoods lacking access to the amenities.

POLICY 1.3 Provide a network of signage and trails to enhance connections within parks, and between
parks, neighborhoods, and public amenities.

The plan identifies consistent signage as an area of focus for the department and recommends more consistent signage be developed and installed system-wide.

POLICY 1.4 Reduce barriers to park use and improve safety and accessibility of parks resources for all
users, regardless of ability, comfort level, or native language.

Increasing safety and accessibility of parks resources is identified as a priority through many comments regarding improving existing assets and tackling deferred maintenance. As amenities and parks are improved, the department will ensure that safety and accessibility are improved as well. This plan identifies playgrounds specifically as an area needing attention in the coming years.

STRATEGY 1.4.A Manage open space areas for their value in linking citizens and visitors with the natural environment, providing solace, exercise, scenic views and outdoor education. Built features in open space sites should harmonize with natural surroundings.

Access to open space and natural areas was identified as a top priority for park investment. Additionally, nature-based programming was identified as a top priority for future programming needs in the community. Amenities in these areas will be blended with the natural surroundings as much as possible to ensure harmony between the built and natural environment. Parks and Recreation has a duty to ensure adequate conservation of open space and natural areas and this master plan identifies that as a top priority.

Statewide Planning Goals

Response: This proposal makes no changes to the Comprehensive Plan, zoning, or land use designations for lands within the Urban Growth Boundary. Since the City's Comprehensive Plan and its ancillary documents are already acknowledged by the Oregon Department of Land Use and

Conservation (DLCD), no further analysis for consistency with Statewide Planning Goals is required.

Chapter 17.50 Administration and Procedures

17.50.050 – Pre-application conference.

A. Pre-application Conference. Prior to a Type II – IV or Legislative application, excluding Historic Review, being deemed complete, the applicant shall schedule and attend a pre-application conference with City staff to discuss the proposal, unless waived by the Community Development Director. The purpose of the pre-application conference is to provide an opportunity for staff to provide the applicant with information on the likely impacts, limitations, requirements, approval standards, fees and other information that may affect the proposal.

1. To schedule a pre-application conference, the applicant shall contact the Planning Division, submit the required materials, and pay the appropriate conference fee.

2. At a minimum, an applicant should submit a short narrative describing the proposal and a proposed site plan, drawn to a scale acceptable to the City, which identifies the proposed land uses, traffic circulation, and public rights-of-way and all other required plans.

3. The Planning Division shall provide the applicant(s) with the identity and contact persons for all affected neighborhood associations as well as a written summary of the pre-application conference.

B. A pre-application conference shall be valid for a period of six months from the date it is held. If no application is filed within six months of the conference or meeting, the applicant shall schedule and attend another conference before the City will accept a permit application. The Community Development Director may waive the pre-application requirement if, in the Director's opinion, the development has not changed significantly and the applicable municipal code or standards have not been significantly amended. In no case shall a pre-application conference be valid for more than one year.

C. Notwithstanding any representations by City staff at a pre-application conference, staff is not authorized to waive any requirements of this code, and any omission or failure by staff to recite to an applicant all relevant applicable land use requirements shall not constitute a waiver by the City of any standard or requirement.

Response: Staff held the required pre-application conference meeting (File PA-24-00021), on July 30, 2024 The pre-application conference notes are attached to the application.

17.50.055 - Neighborhood association meeting.

Neighborhood Association Meeting. The purpose of the meeting with the recognized neighborhood association is to inform the affected neighborhood association about the proposed development and to receive the preliminary responses and suggestions from the neighborhood association and the member residents.

A. Applicants applying for annexations, zone change, comprehensive plan amendments, conditional use, Planning Commission variances, subdivision, or site plan and design review (excluding minor site plan and design review), general development master plans or detailed development plans applications shall schedule and attend a meeting with the City-recognized neighborhood association in whose territory the application is proposed no earlier than one year prior to the date of application. Although not required for other projects than those identified above, a meeting with the neighborhood association is highly recommended.

B. The applicant shall request via email or regular mail a request to meet with the neighborhood association chair where the proposed development is located. The notice shall describe the proposed project. A copy of this notice shall also be provided to the chair of the Citizen Involvement Committee.

C. A meeting shall be scheduled within thirty days of the date that the notice is sent. A meeting may be scheduled later than thirty days if by mutual agreement of the applicant and the neighborhood association. If the neighborhood association does not want to, or cannot meet within thirty days, the applicant shall host a meeting inviting the neighborhood association, Citizen Involvement Committee, and all property owners within three hundred feet to attend. This meeting shall not begin before six p.m. on a weekday or may be held on a weekend and shall occur within the neighborhood association boundaries or at a City facility.

D. If the neighborhood association is not currently recognized by the City, is inactive, or does not exist, the applicant shall request a meeting with the Citizen Involvement Committee.

E. To show compliance with this section, the applicant shall submit a copy of the email or mail notice to the neighborhood association and CIC chair, a sign-in sheet of meeting attendees, and a summary of issues discussed at the meeting. If the applicant held a separately noticed meeting, the applicant shall submit a copy of the meeting flyer, postcard or other correspondence used, and a summary of issues discussed at the meeting and submittal of these materials shall be required for a complete application.

Response: Staff and our consultants presented the final draft of the master plan to CIC on June 3rd, 2024. A copy of the presentation is attached for the record.

17.50.070 - Completeness review and one hundred twenty-day rule.

C. Once the Community Development Director determines the application is complete enough to process, or the applicant refuses to submit any more information, the City shall declare the application complete. Pursuant to ORS 227.178, the City will reach a final decision on an application within one hundred twenty calendar days from the date that the application is determined to be or deemed complete unless the applicant agrees to suspend the one hundred twenty calendar day time line or unless State law provides otherwise. The one hundred twenty-day period, however, does not apply in the following situations:

1. Any hearing continuance or other process delay requested by the applicant shall be deemed an extension or waiver, as appropriate, of the one hundred twenty-day period.

2. Any delay in the decision-making process necessitated because the applicant provided an incomplete set of mailing labels for the record property owners within three hundred feet of the subject property shall extend the one hundred twenty-day period for the amount of time required to correct the notice defect.

3. The one hundred twenty-day period does not apply to any application for a permit that is not wholly within the City's authority and control.

4. The one hundred twenty-day period does not apply to any application for an amendment to the City's comprehensive plan or land use regulations nor to any application for a permit, the approval of which depends upon a plan amendment.

D. A one-hundred day period applies in place of the one-hundred-twenty day period for affordable housing projects where:

1. The project includes five or more residential units, including assisted living facilities or group homes;

2. At least 50% of the residential units will be sold or rented to households with incomes equal to or less than 60% of the median family income for Clackamas County or for the state, whichever is greater; and

3. Development is subject to a covenant restricting the owner and successive owner from selling or renting any of the affordable units as housing that is not affordable for a period of 60 years from the date of the certificate of occupancy.

E. The one hundred twenty-day period specified in OCMC 17.50.070.C or D may be extended for a specified period of time at the written request of the applicant. The total of all extensions may not exceed two hundred forty-five calendar days.

F. The approval standards that control the City's review and decision on a complete application are those which were in effect on the date the application was first submitted.

Response: Legislative actions are not subject to the 120-day deadline.

III. RECOMMENDATION

Based on the findings in this report, staff recommends approval of Planning file GLUA 25-0002**:** LEG-25-0001. If the Planning Commission recommends approval to the City Commission, staff will prepare an Ordinance for consideration by the City Commission to adopt the proposed plan.

IV. EXHIBITS

1. Parks Master Plan (2023)
   1a.Exhibit A- Park Summary

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Pete Walter, Planning Manager		

SUBJECT:
Item 8.c. - Second Reading of Ordinance 25-1006, Adopting LEG-25-02 Climate Friendly and Equitable Communities Code Amendments

STAFF RECOMMENDATION:
Approve the second reading of Ordinance 25-1006 approving file LEG-25-02.

EXECUTIVE SUMMARY:
The City Commission approved the first reading of Ordinance 25-1006 on June 4, 2025. Staff have received DLCD's formal letter denying the exemption request to reduce the 1/2 mile frequent transit corridor to 1/4 mile, please see attached letter.

Statewide CFEC rules require Oregon Cities and Counties to implement a number of reforms related to parking requirements in an effort to reduce the climate impacts of excessive parking. Many of the changes are prescriptive, and several of them are already in effect. Oregon City chose to selectively adopt many of the requirements but also to retain some minimum parking requirements while conforming substantially to the new State rules, discussed in more detail in the background and attached recommended findings.

BACKGROUND:
The City Commission approved the first reading of Ordinance 25-1006 on June 4, 2025. Staff have received DLCD's formal letter denying the exemption request to reduce the 1/2 mile frequent transit corridor to 1/4 mile. See attached.

The proposed code amendments reflect some minor changes since the Planning Commission's recommendation on April 14 based on comments from DLCD staff for consistency with state statutes. A map of where the amendments will be effective within a 1/2 mile walkshed from bus line 33 is included as required under OAR 660-012-0440(3). The area affected using this approach is significantly smaller than the 1/2 mile straight line measurement method and is permitted under the CFEC rules. The rules also apply within a 1/4 mile of the adopted regional center based on a straight-line measurement.

The parking-related rules (OAR 660-12-0400 through -0450) generally aim to reduce the amount of unnecessary parking built due to minimum requirements, and to reduce impacts of new parking to the extent possible. There are three broad paths to compliance allowed within the rules (“options,” per DLCD’s terminology).

- Option 1 is to repeal mandates entirely.
- Options 2 and 3 are to enact either a smaller subset of more significant reforms (Option 2) or a larger subset of less significant reforms (Option 3).

At their meeting in January 2024, the Oregon City Commission directed Staff to proceed with Option 3. Since then, staff has worked with Brian Davis of Studio Davis to conduct public outreach and develop a set of conceptual recommendations which are discussed in the memo titled "Oregon City Conceptual Approach to CFEC Compliance" dated March 1, 2025.

The recommendations discuss and consider feedback received through an extensive outreach process that included presentations to the various boards and commissions serving Oregon City as well as a public workshop that included in-person and online elements. From the City's initial engagement, Option 3 emerged as the preferred compliance alternative. The CFEC Committee supported this alternative and established the general framework for compliance.

While many elements of Option 3 are prescriptive, there are several areas where Oregon City has some discretion regarding how to meet requirements. The project team sought feedback on these areas through subsequent engagement efforts with the CFEC Committee and other standing committees during January and February 2025, including with a public open house held on February 10, 2025. For the Open House, the project team created a number of materials to solicit feedback, including creation of a poster that summarized the feedback received to date.

The following chapters of the OCMC will be amended:
17.04 Definitions
17.08.025 Low Density Residential- Conditional Uses
17.10.025 Medium Density Residential- Conditional Uses
17.12.020 High Density Residential- Permitted Uses
17.29.020 MUC1&MUC2- Permitted Uses
17.34.030 MUD-Permitted Uses
17.35.030 Willamette Falls Downtown District-Conditional Uses
17.52 Off Street Parking and Loading
17.54.115 Supplemental Zoning Regulations and Exceptions- Mobile Food Units
17.56.040 Conditional Uses-Criterial and Standards for conditional uses
17.62 Site Plan and Design Review

Planning Commission Direction

Requiring parking within one-half mile of Tri-Met Bus Line 33 is disallowed per OAR 660-012-0440. However, the rule allows the City to distinguish between a straight-line distance and a walking distance.

> OAR 660-012-0440(*4) Cities and counties may use either walking distance or straight-line distance in measuring distances in this rule.*

The original maps and corridors the City has used to implement this section were based on the straight-line measurements which creates a rather wide transit corridor throughout the

City. Since receiving feedback from the City Commission, City staff worked to analyze a half (1/2) mile walking distance buffer based on bus stops along Line 33. This approach reduces the width of the buffer which means there are more areas of the City subject to parking minimums.
The Planning Commission recommended the walking distance method to use when measuring the half (½) mile transit corridor. Based on this direction staff has created a GIS based map that will be used for implementation.

PROCESS
Adoption of the code amendments is a legislative action that requires review and recommendation from the Planning Commission prior to adoption by the City Commission following public hearings.

OPTIONS:
1. Approve the second reading of Ordinance 25-1006, adopting the CFEC code amendments and using the walking distance measurement for the half-mile transit corridor, as recommended by the Planning Commission
2. Approve the second reading of Ordinance 25-1006, with modifications suggested by the City Commission.
3. Request revisions and modifications and continue the public hearing to a date certain.

BUDGET IMPACT:

ORDINANCE NO. 25-1006

AN ORDINANCE OF THE CITY OF OREGON CITY AMENDING TITLE 17 – ZONING OF THE OREGON CITY MUNICIPAL CODE TO IMPLEMENT PARKING REFORMS REQUIRED UNDER THE TRANSPORTATION PLANNING RULE, OREGON ADMINISTRATIVE RULES (OAR) 660-012-0400 – 0450 AND OAR 660-012-0630.

WHEREAS, it is the city's intent to reduce greenhouse gas emissions, remove regulations that contribute to the overbuilding of off-street parking, create a safe and pleasant pedestrian environment, and mitigate the negative impacts of large surface parking lots; and

WHEREAS, OAR 660-12-0400 through -0450 and OAR 660-012-0630 generally aim to reduce the amount of unnecessary parking built due to minimum requirements, to reduce impacts of new parking to the extent possible, and expand opportunities within parking lots for tree canopy, electric vehicle charging, solar and wind power and bicycle parking; and

WHEREAS, the proposed code amendments comply with OAR 660-012-0400 – 0450 and OAR 660-012-0630 and implement several of the goals and policies of the city's Comprehensive Plan related to climate, economic development, housing affordability, and active transportation; and

WHEREAS, the City conducted an extensive public outreach process to get feedback from Oregon City residents and business to inform the City's preferred approach to implementing state requirements; and

WHEREAS, on April 14, 2025 the Oregon City Planning Commission conducted a public hearing and voted to recommend approval of the proposed amendments to the City Commission; and

WHEREAS, the City Commission finds that the proposed amendments are in the public interest of Oregon City.

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. The City Commission hereby amends the chapters of the Oregon City Municipal Code Chapter Title 17; which are attached hereto as Exhibits A and B.

Section 2. The Commission adopts the findings in the "Staff Report and Recommendation for Legislative File LEG-25-02."

Section 3. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable.

Section 4. The effective date shall be 30 days after final adoption.

Read for the first time at a regular meeting of the City Commission held on the 4th day of June, 2025, and the City Commission finally enacted the foregoing ordinance this 18th day of June, 2025.

_____
DENYSE C. MCGRIFF
Mayor

Attested to this 18th day of June 2025,

_____
Jakob Wiley, City Recorder

Approved as to legal sufficiency:

_____
City Attorney

Exhibits:
A. Amended sections of the Oregon City Municipal Code – Redline Version
B. Amended sections of the Oregon City Municipal Code – Clean Version

Chapter 17.04 DEFINITIONS

[Note: the following is a list of new or amended definitions intended to implement CFEC code requirements) – these definitions will be numbered in the Municipal Code when codified.]

Change of Use

"Change of Use" means a type of development in which the principal use for an existing site or building is changed to a new different use, but not including a change of ownership, tenancy, or management where the previous nature of the use, line of business, or other function is substantially unchanged. A change of use may or may not require land use approval depending on the scale and type of use proposed. For example, if an existing warehouse in an industrial zone were to be converted to a manufacturing facility, and both the existing and the proposed use are permitted in the zone, a change of use is occurring, however, land use review would be limited to only the aspects of the use that are changing. See also definition for "Development".

Electrical Service Capacity

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;

(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; or

(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; and

(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to parking spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

Electric vehicle charging station

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

Frequent Transit Corridor

"Frequent Transit Corridor" means:

(a) Priority transit corridors designated under OAR 660-012-0710; or
(b) Corridors with transit service arriving with a scheduled frequency of at least four times an hour during peak service; or
(c) If no corridor qualifying under subsection (b), corridors with the most frequent transit service in the community if the scheduled frequency is at least once per hour during peak service.

Level 2 electric vehicle charging station

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

Mixed Use Development

"Mixed Use Development" means

Existing language in code: "more than one type of land use occupies a single structure or parcel of land."

or:

The development of a single property, or contiguous properties under single ownership, with a building or buildings which comprise two or more different land uses including residential, office, retail, recreational, light industrial, institutional, and other listed uses where permitted.

New Parking Lot

"New parking lot" or space means any of the following:

(a) New parking lot area or space where no parking previously existed.

(b) Removal and replacement of pavement and subgrade of existing parking areas greater than six inches deep (6").

(c) The term new parking lot does not apply to crack and chip sealing, patching, repaving over existing subgrade or selective repair of damaged areas less than six inches (6").

New Parking lot area.

"New parking lot area" means all surface area on which a vehicle can drive, including all parking stalls, all drives and drive-through lanes within the property regardless of length, and all maneuvering areas regardless of depth. New parking lot area does not include areas not used by passenger vehicles such as loading areas or outdoor storage.

Oregon City Regional Center

Oregon City Regional Center means the area indicated on the adopted Regional Center Map for downtown and North End Areas of the City that implements the Metro Region 2040 Center Concept for Oregon City. The Regional Center spans the area from the former paper mill to Clackamette Cove and the intersection of OR-213 / I-205 / OR 99E, from the banks of the Willamette and Clackamas Rivers to the bluff, and areas on both sides of McLoughlin Boulevard. The majority of the Oregon City Regional Center is zoned Mixed Use Downtown, although other zone districts are present within the boundary of the Regional Center.

Oregon Residential Reach Code

"Oregon Residential Reach Code" means a statewide optional energy construction standard approved by the Building Codes Division. It is separate from the state building code and applicable at the designer's and contractor's discretion.

Small scale mobility device

"Small scale mobility device" means electric bicycles, electric scooters, and other personal electric assistive mobility devices such as electric wheelchairs.

Surface Parking

"Surface Parking" means the area measured around the perimeter of all new parking spaces, maneuvering areas, and interior landscaping.

Underused parking

"Underused parking" means parking lots or facilities that are below 50% of capacity most or all of the time.

17.04.595 Institutional development.

"Institutional development" includes all public, semi-public and private community facilities and uses, including government office and maintenance facilities, educational facilities, research institutions, correctional institutions, museums, libraries, stadiums, hospitals, residential ~~care~~ facilities, auditoriums and convention or meeting halls, churches, parks and public recreational facilities, automobile parking structures, and other similar facilities and uses.

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.08.025 Conditional uses.

The following uses are permitted in the R-10, R-8 and R-6 districts when authorized by and in accordance with the standards contained in OCMC 17.56:

A. Golf courses, except miniature golf courses, driving ranges or similar commercial enterprises;

B. Bed and breakfast inns/boarding houses;

C. Cemeteries, crematories, mausoleums and columbariums;

D. Child care centers and nursery schools;

E. Emergency service facilities (police and fire), excluding correctional facilities;

F. Residential ~~care~~ facilities;

G. Private and/or public educational or training facilities;

H. Public utilities, including sub-stations (such as buildings, plants and other structures);

I. Religious institutions;

J. Assisted living facilities; nursing homes and group homes for over fifteen patients.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

17.10.025 Conditional uses.

The following uses are permitted in the R-5 and R-3.5 districts when authorized by and in accordance with the standards contained in OCMC 17.56:

A. Golf courses, except miniature golf courses, driving ranges or similar commercial enterprises;

B. Bed and breakfast inns/boarding houses;

C. Cemeteries, crematories, mausoleums and columbariums;

D. Child care centers and nursery schools;

E. Emergency service facilities (police and fire), excluding correctional facilities;

F. Residential ~~care~~ facilities;

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

G. Private and/or public educational or training facilities;

H. Public utilities, including sub-stations (such as buildings, plants and other structures);

I. Religious institutions;

J. Assisted living facilities; nursing homes and group homes for over fifteen patients;

K. Live/work dwellings.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.12.020 Permitted uses.

Permitted uses in the R-2 district are:

A. Accessory dwelling units for existing single-family detached residential units constructed prior to the effective date of the ordinance codified in this chapter;

B. Duplexes;

C. Triplexes;

D. Quadplexes;

E. Townhouses;

F. Multi-family residential;

G. Cottage clusters;

H. Residential ~~care~~ facilities;

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

I. Accessory buildings;

J. Parks, playgrounds, playfields and community or neighborhood centers;

K. Home occupations;

L. Family day care providers;

M. Temporary real estate offices in model homes located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed;

N. Management and associated offices and buildings necessary for the operations of a multi-family residential development;

O. Transportation facilities.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.29.020 Permitted uses—MUC-1 and MUC-2.

A. Banquet, conference facilities and meeting rooms.

B. Bed and breakfast/boarding houses, hotels, motels, and other lodging facilities.

C. Child care centers and/or nursery schools.

D. Indoor entertainment centers and arcades.

E. Health and fitness clubs.

F. Medical and dental clinics, outpatient; infirmary services.

G. Museums, libraries and cultural facilities.

H. Offices, including finance, insurance, real estate and government.

I. Outdoor markets, such as produce stands, craft markets and farmers markets that are operated on the weekends and after six p.m. during the weekday.

J. Postal services.

K. Parks, playgrounds, playfields and community or neighborhood centers.

L. Repair shops, for radio and television, office equipment, bicycles, electronic equipment, shoes and small appliances and equipment.

M. Multi-family residential, triplexes and quadplexes.

N. One or two dwelling units in conjunction with a nonresidential use, provided that the residential use occupies no more than fifty percent of the total square footage of the development.

O. Restaurants, eating and drinking establishments without a drive-through.

P. Services, including personal, professional, educational and financial services; laundry and dry-cleaning.

Q. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies, specialty stores, marijuana, and similar, provided the maximum footprint for a stand-alone building with a single store or multiple buildings with the same business does not exceed sixty thousand square feet.

R. Seasonal sales.

S. Residential ~~care~~ facilities, assisted living facilities; nursing homes and group homes for over fifteen patients licensed by the state.

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

T. Studios and galleries, including dance, art, photography, music and other arts.

U. Utilities: Basic and linear facilities, such as water, sewer, power, telephone, cable, electrical and natural gas lines, not including major facilities such as sewage and water treatment plants, pump stations, water tanks, telephone exchanges and cell towers.

V. Veterinary clinics or pet hospitals, pet day care.

W. Home occupations.

X. Research and development activities.

Y. Temporary real estate offices in model dwellings located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed.

Z. Transportation facilities.

AA. Live/work dwellings.

BB. Accessory dwelling unit in conjunction with a legally established non-conforming single-family dwelling.

CC. Duplex.

DD. After-hours public parking.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 13-1003, § 1(Exh. 1), 7-17-2013; Ord. No. 13-1017, § 1(Exh. 1), 4-16-2014; Ord. No. 16-1008, § 1(Exh. A), 10-19-2016, ballot 11-8-2016; Ord. No. 18-1005, § 1(Exh. A), 5-2-2018; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.34.020 Permitted uses.

Permitted uses in the MUD district are defined as:

A. Banquet, conference facilities and meeting rooms;

B. Bed and breakfast/boarding houses, hotels, motels, and other lodging facilities;

C. Child care centers and/or nursery schools;

D. Indoor entertainment centers and arcades;

E. Health and fitness clubs;

F. Medical and dental clinics, outpatient; infirmary services;

G. Museums, libraries and cultural facilities;

H. Offices, including finance, insurance, real estate and government;

I. Outdoor markets, such as produce stands, craft markets and farmers markets that are operated on the weekends and after six p.m. during the weekday;

J. Postal services;

K. Repair shops, for radio and television, office equipment, bicycles, electronic equipment, shoes and small appliances and equipment;

L. Multi-family residential, triplexes and quadplexes;

M. One or two units in conjunction with a nonresidential use provided that the residential use occupies no more than fifty percent of the total square footage of the development;

N. Restaurants, eating and drinking establishments without a drive-through;

O. Services, including personal, professional, educational and financial services; laundry and dry-cleaning;

P. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies, specialty stores provided the maximum footprint of a freestanding building with a single store does not exceed sixty thousand square feet (a freestanding building over sixty thousand square feet is allowed as long as the building contains multiple stores);

Q. Seasonal sales;

R. Residential ~~care~~ facilities, assisted living facilities; nursing homes and group homes for over fifteen patients licensed by the state;

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

S. Studios and galleries, including dance, art, photography, music and other arts;

T. Utilities: Basic and linear facilities, such as water, sewer, power, telephone, cable, electrical and natural gas lines, not including major facilities such as sewage and water treatment plants, pump stations, water tanks, telephone exchanges and cell towers;

U. Veterinary clinics or pet hospitals, pet day care;

V. Home occupations;

W. Research and development activities;

X. Temporary real estate offices in model dwellings located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed;

Y. Transportation facilities;

Z. Live/work dwellings;

AA. After-hours public parking;

BB. Marinas;

CC. Religious institutions;

DD. Mobile food units outside of the downtown design district.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.35.030 Conditional uses.

The following uses are permitted in this district when authorized and in accordance with the process and standards contained in OCMC 17.56:

A. Emergency services;

B. Hospitals;

C. Assisted living facilities; nursing homes, residential ~~care~~ facilities and group homes for over fifteen patients;

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

D. Parking not in conjunction with a primary use on private property, excluding after-hours public parking;

E. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies and specialty stores in a freestanding building with a single store exceeding forty thousand square feet;

F. Public facilities such as sewage and water treatment plants, water towers and recycling and resource recovery centers;

G. Industrial uses including food and beverage production, design, light manufacturing, processing, assembly, packaging, fabrication and treatment of products made from previously prepared or semi-finished materials that exceed sixty thousand square feet;

H. Public utilities and services such as pump stations and sub-stations;

I. Stadiums and arenas.

(Ord. No. 14-1016, § 1(Att. B), 11-5-2014; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

Chapter 17.52 OFF-STREET PARKING AND LOADING[1]

17.52.005 Purpose

The purpose of this chapter is…

A. To ensure that off-street parking is well-designed, efficiently used and compatible with adjacent land uses and the transportation system, and provides safe internal circulation for temporary parking of vehicles, pedestrians, bicycles, small scale mobility devices and transit needs;

C. To regulate the number of spaces, access, dimensions, tree canopy, landscaping, surfacing and drainage of parking areas;

D. To provide incentives for repurposing, reusing and reducing underused and unneeded parking areas and impervious areas used for parking.

CFEC Requirement

N/A

Explanation

Although not required for CFEC compliance, this adds a purpose statement to clarify the chapter's intent. The "Applicability" section below should remain a distinct section from the "Purpose" section.

17.52.010 Applicability.

The construction of a new structure or parking lot, or alterations to the size or use of an existing structure, parking lot or property use shall require site plan review approval and compliance with this chapter. This chapter does not apply to residential developments including single-family detached residential dwellings, duplexes, townhouses, tri- or 3-plexes, quad- or 4-plexes, and cottage clusters. Multi-family and commercial mixed-use development with five or more units shall demonstrate compliance with these standards through the Site Plan and Design Review process per OCMC 17.62.

[1]Editor's note(s)—Ord. No. 18-1009, § 1(Exh. A), adopted July 3, 2019, amended Chapter 17.52 in its entirety to read as herein set out. Former Chapter 17.52, §§ 17.52.010—17.52.090, pertained to similar subject matter, and derived from Ord. No. 10-1003, adopted July 7, 2010; Ord. No. 13-1003, adopted July 17, 2013; Ord. No. 14-1016, adopted November 5, 2014 and Ord. No. 18-1005, adopted May 2, 2018.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Oregon City complies per OCMC 17.52.010 – Applicability, but this addition now expressly mentions triplex and 4-plexes for clarity.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.52.015 Planning commission adjustment of parking standards.

A. Purpose. The purpose of permitting a planning commission adjustment to parking standards is to provide for flexibility in modifying parking standards in all zoning districts, without permitting an adjustment that would adversely impact the surrounding or planned neighborhood. Adjustments provide flexibility to those uses which may be extraordinary, unique, or provide greater flexibility for areas that can accommodate a denser development pattern based on existing infrastructure and ability to access the site by means of walking, biking or transit. An adjustment to a minimum parking standard may be approved based on a determination by the planning commission that the adjustment is consistent with the purpose of this code, and the approval criteria can be met.

B. Procedure. A request for a planning commission parking adjustment shall be initiated by a property owner or authorized agent by filing a land use application. The application shall be accompanied by a site plan, drawn to scale, showing the dimensions and arrangement of the proposed development and parking plan, the extent of the adjustment requested along with findings for each applicable approval criteria. A request for a parking adjustment shall be processed as a Type III application as set forth in Chapter 17.50.

C. Approval criteria for the adjustment are as follows:

1. Documentation. The applicant shall document that the individual project will require an amount of parking that is different from that required after all applicable reductions have been taken.

2. Parking Analysis for Surrounding Uses and On-Street Parking Availability. The applicant shall show that there is a continued fifteen percent parking vacancy in the area adjacent to the use during peak parking periods and that the applicant has permission to occupy this area to serve the use pursuant to the procedures set forth by the community development director.

a. For the purposes of demonstrating the availability of on street parking as defined in OCMC 17.52.020.B.3, the applicant shall undertake a parking study during time periods specified by the community development director. The time periods shall include those during which the highest parking demand is anticipated by the proposed use. Multiple observations during multiple days shall be required. Distances are to be calculated as traversed by a pedestrian that utilizes sidewalks and legal crosswalks or an alternative manner as accepted by the community development director.

b. The on-site parking requirements may be reduced based on the parking vacancy identified in the parking study. The amount of the reduction in on-site parking shall be calculated as follows:

i. Vacant on-street parking spaces within three hundred feet of the site will reduce on-site parking requirements by 0.5 parking spaces; and

ii. Vacant on-street parking spaces between three hundred and six hundred feet of the site will reduce on-site parking requirements by 0.2 parking spaces.

3. Function and Use of Site. The applicant shall demonstrate that modifying the amount of required parking spaces will not significantly impact the use or function of the site and/or adjacent sites.

4. Compatibility. The proposal is compatible with the character, scale and existing or planned uses of the surrounding neighborhood.

5. Safety. The proposal does not significantly impact the safety of adjacent properties and rights-of-way.

6. Services. The proposal will not create a significant impact to public services, including fire and emergency services.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.020 Number of automobile spaces ~~required~~.

A. Exemptions. The City shall not require a minimum number of parking spaces in the following situations.

1. Residential developments with more than one unit on a single Lot of Record as defined by 17.04.695.

2. Developments on a lot or parcel that includes lands within one-half (1/2) mile walking distance of a frequent transit corridor.

3. Per OAR 660-012-0435, no off-street parking is required within the Oregon City Regional Center, and within one-quarter mile of the Oregon City Regional Center.

4. Facilities and homes designed to serve people with psychosocial, physical, intellectual or developmental disabilities, including but not limited to a: residential care facility, residential training facility, residential treatment facility, residential training home, residential treatment home, and conversion facility as defined in ORS 443.400;

5. Child care facility as defined in ORS 329A.250;

~~Single-room occupancy housing;~~

6. Residential units smaller than 750 square feet;

7. Single-room occupancy housing;

8. Affordable housing as defined in OAR 660-039-0010;

9. Publicly supported housing as defined in ORS 456.250;

10. Emergency and transitional shelters for people experiencing homelessness; and

11. Domestic violence shelters.

12. Change of use of or redevelopment of buildings vacant for more than two years provided the applicant provides evidence that the building was vacant for two years prior to the date of application/permit submittal~~of~~.

13. Change of use or redevelopment where at least 50 percent of the building floor area is retained.

14. Expansion of existing businesses provided that the cumulative expansion within one calendar year does not exceed 30 percent of the existing building footprint.

15. Designated historic buildings and landmarks pursuant to OCMC 17.40.030 – Historic Overlay District.

16. Commercial properties with fewer than ten (10) on-site employees or 3,000 square feet of floor space.

17. Developments built under the Oregon Residential Reach Code.

18. Developments seeking certification under any Leadership in Energy and Environmental Design (LEED) rating system.

19. Schools as defined in OCMC 17.04

20. Bars and taverns

21. Mixed-use development.

A change in use within an existing habitable building located in the MUD design district or the Willamette Falls Downtown District is exempt from additional parking requirements.

22. Additions to an existing building and new construction that do not constitute cumulative expansion more than 30% within one calendar year are required to meet the minimum parking requirements for the areas as specified in Table 17.52.020 for the increased square footage.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

The new exemption section implements the majority of CFEC requirements in OAR 660-012-0425 and 660-012 0430 into one part of the code, although there is some redundancy with Table 17.52.020 which displays minimum and maximum parking by specific use in a tabular format. References to "minimum" and "required" parking have been removed in accordance with CFEC guidance, where needed.

B. Where new parking is proposed ~~T~~the number of parking spaces shall comply with the minimum and ~~minimum and~~ maximum ~~standards~~ ratio listed in Table 17.52.020. The maximum parking requirements are based on spaces per one thousand square feet net leasable area unless otherwise stated.

Table 17.52.020

Land Use	Minimum and Maximum Parking ~~Requirements~~	
	Minimum	Maximum
Bars and taverns	Not required	
Cottage cluster	Not required	
Multi-family residential (no studio units)	1.00 per unit	2~~.5~~ per unit
Multi-family residential, studio unit or one-bedroom	Not required	1.2 per unit
Triplex and quadplex	~~2.00~~Not required	4
Hotel, motel	1.0 per guest room	1.25 per guest room
Correctional Institution	1 per 7 beds	1 per 5 beds
Senior housing, including congregate care, residential care and assisted living facilities; nursing homes and other types of group homes	~~1 per 7 beds~~Not required	1 per 5 beds
Hospital	2.00	4.00
Preschool nursery/kindergarten	~~2.00~~Not required	3.00
Elementary/middle school	~~1 per classroom~~Not required	1 per classroom + 1 per administrative employee + 0.25 per seat in

		auditorium/assembly room/stadium
High school, college, commercial school for adults	~~0.20 per # staff and students~~ Not required	0.30 per # staff and students
Auditorium, meeting room, stadium, religious assembly building, movie theater	.25 per seat	0.5 per seat
Retail store, shopping center, restaurants	4.10	5.00
Office	2.70	3.33
Medical or dental clinic	2.70	3.33
Sports club, recreation facilities	Case specific	5.40
Storage warehouse, freight terminal	0.30	0.40
Manufacturing, wholesale establishment	1.60	1.67
Light industrial, industrial park	1.3	1.60

1. M~~ixed ultiple~~ Uses. Unless exempt under (A), ~~I~~in the event several land uses occupy a single structure or parcel of land, the total requirements for off-street parking shall be the sum of the requirements of the several uses computed separately.
2. Requirements for types of buildings and uses not specifically listed herein shall be determined by the community development director, based upon the requirements of comparable uses listed.
3. Where calculation in accordance with the above list results in a fractional space, any fraction less than one-half shall be disregarded and any fraction of one-half or more shall require one space.
4. Fleet vehicle parking shall be accommodated within the maximum parking ratio, except that in GI, CI, and MUE zones, fleet vehicle parking may be included in a parking lot in addition to the maximum number of permitted parking spaces.
5. For land uses with more than 65,000 square feet of floor area, surface parking may not consist of more area than the floor area of the building.

~~5. A change in use within an existing habitable building located in the MUD design district or the Willamette Falls Downtown District is exempt from additional parking requirements. Additions to an existing building and new construction are required to meet the minimum parking requirements for the areas as specified in Table 17.52.020 for the increased square footage.~~

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

Table 17.52.020 displays minimum and maximum parking by specific use in a tabular format. References to "minimum" and "required" parking have been removed in accordance with CFEC guidance, where needed.

~~B~~C. ~~P~~Parking requirements can be met ~~either~~ on-site~~,~~ or off-site ~~by meeting~~through one or ~~multiple~~ more of the following ~~conditions~~options:

1. Parking may be located on the same site as the associated use which it is supporting.
2. Mixed Uses. If more than one type of land use occupies a single structure or parcel of land~~, the total requirements for off-street automobile parking shall be the sum of the requirements for all uses, unless~~

~~it can be shown that the peak parking demands are actually less (e.g.~~ and the uses operate on different days or at different times of the day ~~). In that case,~~ the total requirements ~~shall~~ may be reduced accordingly~~, up to a maximum reduction of fifty percent, as determined by the community development director~~.

3. Shared Parking. Provision of shared parking shall be permitted in order to meet parking requirements. Shared ~~Required p~~parking facilities for two or more uses, structures, or parcels of land ~~may be satisfied by the same parking facilities used jointly, to the extent that the owners or operators show that the need for parking facilities does not materially overlay (e.g., uses primarily of a daytime versus nighttime nature), that the shared parking facility is within one thousand feet of the potential uses, and provided~~shall provide sufficient proof of the right of ~~that the right of~~ joint use in a form acceptable to the Community Development Director ~~use is evidenced by a recorded deed, lease, contract, or similar written instrument authorizing the joint use~~.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Shared parking is currently addressed within OCMC 17.52.20(B)(3) as a permissible path to meet parking requirements. This can be kept as-is for the area where parking requirements will be retained. However, more general language will be needed establishing the permissibility of shared parking. Potential language follows.

"Parking facilities for two or more uses, structures, or parcels of land may be shared, provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument authorizing the joint use."

4. On-Street Parking. On-street parking may be counted toward ~~the minimum standards~~on-site parking when it is on the street face abutting the subject land use. An on-street parking space shall not obstruct a required clear vision area and it shall not violate any law or street standard. On-street parking for commercial uses requesting this shall conform to the following standards:

a. Dimensions. The following constitutes one on-street parking space:

~~1~~i. Parallel parking: Twenty-two feet of uninterrupted and available curb;

~~2~~ii. Forty-five and/or sixty-degree diagonal parking: Fifteen feet of curb;

~~3~~iii. Ninety-degree (perpendicular) parking: Twelve feet of curb.

~~4~~iv. Public Use Required for Credit. On-street parking spaces counted toward meeting the parking requirements of a specific use ~~may~~ shall not be used exclusively by that use, but shall be available for general public use at all times. Signs or other actions that limit general public use of on-street spaces are prohibited.

b. The public works director shall allow conversion of on-street parking spaces to other uses including bicycle parking, mini-parks, tree canopy, wind and solar power, transit-oriented facilities and pedestrian enhancement projects when consistent with public works standards and policies and in accordance with OCMC chapters 12.04, 12.08, and 16.12

5. Garage parking spaces and driveways at least 20 feet deep shall count towards off-street parking.

6. Off-site parking. Required parking spaces may be provided offsite, within 2,000 feet pedestrian travel of a site. If any non-loading parking is provided on site, all required parking for people with disabilities shall be on site. If all parking is offsite, parking for people with disabilities must be located within the

shortest possible distance of an accessible entrance via an accessible path and no greater than 200 feet from that entrance.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Adds two new prescriptive requirements to comply with CFEC addressing explicitly counting driveway spaces and garages towards parking.

Additional revisions were required in response to comments from DLCD to remove language inconsistent with the rule. DLCD considers land use regulations to be compliant with the 'facilitate' provision of this rule if the shared parking process does not involve applicability limitations, approval criteria, or an application process that discourages shared parking through unreasonable cost or delay.

C. Reduction of the Number of the Minimum Automobile Spaces Required. Any combination of the reductions below is permitted unless otherwise noted. The reductions may be cumulative and not capped.

~~1. Downtown Parking Overlay. The minimum required number of parking stalls is reduced within the downtown parking overlay by fifty percent.~~

~~2. Transit Oriented Development. For projects not located within the downtown parking overlay district, the minimum required number of parking stalls is reduced up to twenty-five percent when:~~

~~a. In a commercial center (sixty thousand square feet or greater of retail or office use measured cumulatively within a five hundred foot radius);~~

~~b. When adjacent to multi-family development with over eighty units; or~~

~~c. Within one thousand three hundred twenty feet of an existing or planned public transit street and within one thousand three hundred twenty feet of the opposite use (commercial center or multi-family development with over eighty units).~~

~~3~~1.. Tree Preservation. The community development director may grant an adjustment to any standard of this requirement provided that the adjustment preserves any tree greater than 20 inches in diameter ~~designated heritage tree or grove~~ so that the reduction in the amount of required pavement can help preserve existing healthy trees in an undisturbed, natural condition.

~~4~~2.. Transportation Demand Management. The community development director shall reduce the required number of parking stalls up to twenty-five percent when a parking-traffic study prepared by a traffic engineer demonstrates alternative modes of transportation, including transit, bicycles, and walking, and/or special characteristics of the customer, client, employee or resident population will reduce expected vehicle use and parking space demand for this development, as compared to standard Institute of Transportation Engineers vehicle trip generation rates and further that the transportation demand management program promotes or achieves parking utilization lower than minimum city parking requirements.

A transportation demand management (TDM) program shall be developed to include strategies for reducing vehicle use and parking demand generated by the development and will be measured annually. If, at the annual assessment, the city determines the plan is not successful, the plan may be revised. If the city determines that no good-faith effort has been made to implement the plan, the city may take enforcement actions.

~~5~~3~~.~~. ~~The minimum required number of~~Parking stalls may be reduced by up to ten percent when the subject property is adjacent to an existing or planned fixed public transit route or within one thousand feet of an existing or planned transit stop.

~~6~~4. Parking shall be reduced by one off-street parking space for each three kilowatts of capacity in solar panels or wind power that will be provided in a development.

~~7~~5. Parking shall be reduced by one off-street parking space for each dedicated car sharing parking space in a development. These spaces shall be clearly signed or marked appropriately.

~~8~~6. Parking mandates shall be reduced by two off-street parking spaces for every electric vehicle charging station provided in a development.

~~9~~7. Parking mandates shall be reduced by one off-street parking space for every two units in a development that are fully accessible to people with mobility disabilities.

CFEC Requirement

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

This is largely self-explanatory, and the additions are prescriptive. One could use the term "receive credit for" as an alternative to "shall be reduced by" in the context of this section.

Additional revisions were required in response to comments from DLCD for consistency with state rules.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.52.025 Reuse and redevelopment of parking allowed

A. Purpose. The purpose of this section is to encourage other beneficial uses within parking areas, especially in situations where parking is underused as defined in OCMC 17.04.

B. Property owners shall be allowed to redevelop, remove, reuse and repurpose any portion of any existing off-street parking areas for bicycle-oriented, pedestrian-oriented or transit supportive facilities including but not limited to bicycle parking, bus stops and pull-outs, transit shelters, and park and ride stations. These requests may be approved through the Type I Site Plan and Design Review application process in OCMC 17.62.030.

C. In applying (A) and (B) above, property owners shall be permitted to reduce existing mandated minimum parking, access for emergency vehicles must be retained, and adequate parking for loading areas shall be consistent pursuant to OCMC 17.52.090 – Loading Areas.

CFEC Requirement

Allow redevelopment of a portion of a parking lot for bike or transit uses (660-012-0405(1)(b))

Allow and encourage redevelopment of underused parking (660-012-0405(2))

Explanation

This is largely self-explanatory, and the additions are prescriptive. The current code does not clearly articulate redevelopment of parking for bike or transit uses. New language added to the code to explicitly allow for this to allow redevelopment of any portion of any parking area, and to allow redevelopment of underused parking. The City can still require review for new or expanded uses or structures.

A definition of "underused parking" will be added to 17.04 to provide clarity; "parking lots or facilities that are below 50% of capacity most or all of the time."

Additional revisions were required in response to comments from DLCD to clarify that redevelopment of any portion of any parking area is permitted, not just 'underused' parking, and to specifically allow reductions below minimums.

17.52.030 Standards for automobile parking.

A. Access. Ingress and egress locations on public thoroughfares shall be located in the interests of public traffic safety and meet requirements of OCMC 16.12.035. Groups of more than four parking spaces shall be so located and served by driveways so that their use will require no backing movements or other maneuvering within a street right-of-way other than an alley.

B. Surfacing. Required off-street parking spaces and access aisles shall have paved surfaces adequately maintained. The use of pervious asphalt/concrete and alternative designs that reduce stormwater runoff and improve water quality pursuant to the city's stormwater and low impact development design standards are encouraged.

C. Drainage. Drainage shall be designed in accordance with the requirements of OCMC 13.12 and the city public works stormwater and grading design standards.

D. Dimensional Standards.

1. Requirements for parking developed at varying angles are according to the table included in this section. A parking space shall not be less than seven feet in height when within a building or structure, and shall have access by an all-weather surface to a street or alley. Parking stalls in compliance with the American with Disabilities Act may vary in size in order to comply with the building division requirements. Up to thirty-five percent of the ~~minimum required~~ parking ~~may~~ shall be compact, while the remaining required parking stalls ~~are~~ may be designed to standard dimensions. The community development director may approve alternative dimensions for parking stalls ~~in excess of the minimum requirement~~ which comply with the intent of this chapter.

2. Alternative Parking/Plan. Any applicant may propose an alternative parking plan. Such plans are often proposed to address physically constrained or smaller sites, however innovative designs for larger sites may also be considered. In such situations, the community development director may approve an alternative parking lot plan with variations to parking dimensions of this section. The alternative shall be consistent with the intent of this chapter and shall create a safe space for automobiles and pedestrians while providing landscaping ~~to~~ of the quantity and quality found within standard parking lot landscaping requirements.

CFEC Requirement

N/A.

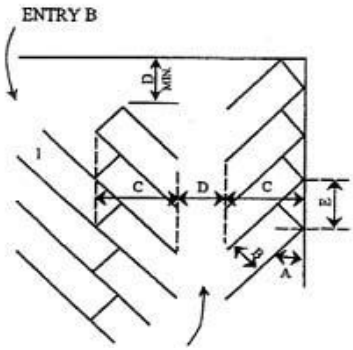
Explanation

Revisions for clarification. Staff will continue to review any parking, if required, for compliance with applicable dimensional standards.

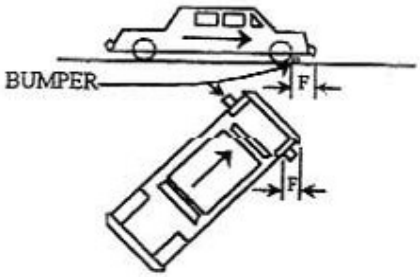
Parking Standard
Parking Angle Space Dimensions

A Parking Angle		B Stall Width	C Stall to Curb	D Aisle Width	E Curb Length	F Overhang
0 degrees		8.5	9.0	12	20	0
30 degrees	Standard Compact	9' 8'	17.3' 14.9'	11' 11'	18' 16'	
45 degrees	Standard Compact	8.5 8.5	19.8' 17.0'	13' 13'	12.7' 11.3'	1.4
60 degrees	Standard Compact	9' 8'	21' 17.9'	18' 16'	10.4' 9.2'	1.7
90 degrees	Standard Compact	9' 8'	19.0' 16.0'	24' 22'	9' 8'	1.5

All dimensions are to the nearest tenth of a foot.



TYPICAL PARKING LAYOUT
ENTRY A



NOTE: SPACE 1 CONTINGENT UPON ENTRY B
OVERHANG

NOTE: Overhang dimensions are intended to indicate possible location from parking area edge for location of bumpers.

E. Carpool and Vanpool Parking.

1. Designated employee parking areas in ~~N~~new developments with ~~seventy-five~~fifty (50) or more parking spaces, ~~excluding projects where seventy-five percent or more of the total floor area is residential,~~ and new hospitals, government offices, group homes, nursing and retirement homes, schools and transit park-and-ride facilities with fifty or more parking spaces, shall ~~identify the spaces available for employee, student and commuter parking and~~ designate at least five percent, but not fewer than two, of those spaces for exclusive carpool and vanpool parking. The required ~~C~~carpool and vanpool parking spaces ~~shall be~~ shall be located closer to the main employee, student or commuter entrance than all other employee, student or commuter parking spaces with the exception of ADA accessible parking spaces. The carpool/vanpool spaces shall be clearly marked or signed "Reserved — Carpool/Vanpool Only."

2. The standards in E(1) shall not apply to projects where seventy-five percent or more of the floor area is residential.

CFEC Requirement

Preferential placement of carpool/vanpool parking (660-012-0405(1)(a)).

Explanation

OCMC 17.52.030(E) currently requires preferential parking for carpools/vanpools for many developments. Oregon City's requirements meet or exceed those from the new OAR, which is limited in applicability to only "designated employee areas." However, the threshold for applicability for these new parking areas is 50 spaces, so the OCMC will need to be slightly updated to meet this.

Additional revisions were required in response to comments from DLCD to clarify applicability to designated employee parking areas .

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.040 Bicycle parking standards.

A. Purpose—Applicability. To encourage bicycle transportation to help reduce principal reliance on the automobile, and to ensure bicycle safety and security, bicycle parking shall be provided in conjunction with all uses other than exclusively residential use with less than five dwellings on-site (excluding cottage clusters).

B. Number of Bicycle Spaces Required. For any use not specifically mentioned in Table A, the bicycle parking requirements shall be the same as the use which, as determined by the community development director, is most similar to the use not specifically mentioned. Calculation of the number of bicycle parking spaces required shall be determined in the manner established in OCMC 17.52.020 for determining automobile parking space requirements. Modifications to bicycle parking requirements may be made through the site plan and design, conditional use, or master plan review process.

Table A Required Bicycle Parking Spaces*

Where two options for a requirement are provided, the option resulting in more bicycle parking applies. Where a calculation results in a fraction, the result is rounded up to the nearest whole number.

Use	Minimum Bicycle Parking	Minimum Bicycle Parking — Covered — ~~The following percentage of bicycle parking is required to be covered~~
Multi-family (five or more units)	1 per ~~10~~ 2 units (minimum of 2)	~~50%~~ 0.5 spaces per unit (minimum of 1)
Mixed-use with five or more residential units	1 per 2 units (minimum of 2)	0.5 spaces per unit (minimum of 1)
Correctional institution	1 per 15 auto spaces (minimum of 2)	30% (minimum of 1)
Nursing home or care facility	1 per 30 auto spaces (minimum of 2)	30% (minimum of 1)
Hospital	1 per 20 auto spaces (minimum of 2)	30% (minimum of 1)
Park-and-ride lot	1 per 5 auto spaces (minimum of 2)	50% (minimum of 1)
Transit center	1 per 5 auto spaces (minimum of 2)	50% (minimum of 1)
Parks and open space	1 per 10 auto spaces (minimum of 2)	0%
Public parking lots	1 per 10 auto spaces (minimum of 2)	50% (minimum of 1)
Automobile parking structures	1 per 10 auto spaces (minimum of 4)	80% (minimum of 2)
Religious institutions, movie theater, auditorium or meeting room	1 per 10 auto spaces (minimum of 2)	30% (minimum of 1)
Libraries, museums	1 per 5 auto spaces (minimum of 2)	30% (minimum of 1)
Preschool, nursery, kindergarten	2 per classroom (minimum of 2)	50% (minimum of 1)
Elementary	4 per classroom (minimum of 2)	50% (minimum of 1)
Junior high and High school	2 per classroom (minimum of 2)	50% (minimum of 2)
College, business/commercial schools	2 per classroom (minimum of 2)	50% (minimum of 1)
Swimming pools, gymnasiums, ball courts	1 per 10 auto spaces (minimum of 2)	30% (minimum of 1)
Retail stores and shopping centers	1 per 20 auto spaces (minimum of 2)	50% (minimum of 2)
Retail stores handling exclusively bulky merchandise such as automobile, boat or trailer sales or rental	1 per 40 auto spaces (minimum of 2)	0%
Bank, office	1 per 20 auto spaces (minimum of 2)	50% (minimum of 1)
Medical and dental clinic	1 per 20 auto spaces (minimum of 2)	50% (minimum of 1)
Eating and drinking establishment	1 per 20 auto spaces (minimum of 2)	0%

Gasoline service station	1 per 10 auto spaces (minimum of 2)	0%

* Covered bicycle parking is not required for developments with two or fewer parking stalls.

CFEC Requirement

Bicycle Parking Requirements (OAR 660-012-0630)

Minimum bicycle parking requirements for certain uses (660-012-630(2))

Covered bicycle parking required for multifamily and mixed-use residential (660-012-630(3))

Explanation

OCMC 17.52.040 Table A specifies bicycle parking requirements, and includes a minimum requirement for all uses specified by this rule. Cities must require at least 0.5 stalls per unit in covered bicycle parking for multi-family and mixed use residential uses. While Oregon City requires 50% of bike parking stalls to be covered, because it only requires one stall per 10 units it does not meet the letter of this rule. The easiest way to meet the requirement would be to change the covered parking requirement in the first row of Table A to the numerical requirement rather than a percentage, updating the header as needed.

C. Design Standards.

1. Bicycle parking facilities shall be in the form of a lockable enclosure on-site, secure room in a building on-site, a covered or uncovered rack on-site, or within the adjacent right-of-way.

2. Bicycle parking areas shall be clearly marked or visible from on-site buildings or the street. If a bicycle parking area is not plainly visible from the street or main building entrance, a sign shall be posted indicating the location of the bicycle parking area. Indoor bicycle parking areas shall not require stairs to access the space. If sites have more than one building, bicycle parking shall be distributed as appropriate to serve all buildings.

3. Bicycle parking areas shall be illuminated pursuant to OCMC 17.62.065 – Outdoor Lighting.

~~3~~4. All bicycle racks shall be designed so that:

a. The bicycle frame is supported horizontally at two or more places.

b. The frame and at least one wheel of the bicycle can be locked to the rack with a standard U-type lock.

c. The user is not required to lift the bicycle onto the bicycle rack.

d. Each bicycle parking space is accessible without moving another bicycle.

e. It is a minimum of thirty inches tall and eighteen inches wide between the two points of contact.

f. Provides an area of at least six feet by two feet per standard bicycle.

g. Provides an area of at least six feet by three feet for cargo bicycles and large bicycles. Where only one bicycle space is required per Table A, it shall meet the larger space requirement of is standard.

g. All bicycle racks and lockers shall be securely anchored to the ground or to a structure.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

CFEC Requirement

Bike parking must meet certain standards regarding security and accessibility (660-012-630(3))

Provide parking for bikes and other "small-scale mobility devices" at key destinations (660-012-630(4))

Explanation

The design standards specified by OCMC 17.52.040(C) are fairly robust and adequately address most of the requirements regarding the size of spaces, accessibility, and location. It is recommended that the City add language to OCMC 17.52.040(C)(2) to indicate the spaces should also be "well lit." This rule also includes a stipulation that spaces must be included to "accommodate large bicycles, including family and cargo bicycles.", however, it does not stipulate how many of those spaces should be sized this way, so staff has specified a minimum of one space Oregon City's design standards are likely adequate to ensure that these bicycles are accommodated at most or all bike spaces.

17.52.060 Parking lot landscaping.

Purpose. The purpose of this code section includes the following:

1. To enhance and soften the appearance of parking lots;
2. To limit the visual impact of parking lots from sidewalks, streets and particularly from residential areas;
3. To shade and cool parking areas;
4. To reduce air and water pollution;
5. To reduce stormwater impacts and improve water quality; and
6. To establish parking lots that are more inviting to pedestrians and bicyclists.

A. Applicability. Unless otherwise specified, construction of new parking lots and alterations of existing parking lots shall comply with parking lot landscaping standards. Parking lot landscaping requirements within this section do not apply to parking structures or parking garages, except landscaping as required in OCMC 17.62.

B. Development Standards.

1. The landscaping shall be located in defined landscaped areas that are uniformly distributed throughout the parking or loading area.
2. All areas in a parking lot not used for parking, maneuvering, or circulation shall be landscaped.
3. Developments adding off-street parking areas of one-half acre (21,780 square feet) or more shall comply with (a)~~,~~or (b) ~~or (c)~~ below:

   (a) Provide tree canopy that will cover at least 40 percent of the new parking lot at maturity but no later than 15 years after planting.

   (b) ~~w~~Where an applicant can demonstrate that it is infeasible to meet the 40% canopy requirement in (a) the Community Development Director may approve installation of solar panels with a generation capacity of at least 0.5 kilowatts per parking space. Panels may be located anywhere on the property subject to applicable standards of the OCMC.

   The new surface parking area shall be measured based on the perimeter of all new off-street parking spaces, maneuvering lanes, and maneuvering areas, including driveways and drive aisles.

4. ~~3.~~ Parking lot trees shall be a mix of deciduous shade trees and coniferous trees. The trees shall be evenly distributed throughout the parking lot as both interior and perimeter landscaping.

~~4~~5. Required landscaping trees shall be of a minimum two-inch minimum caliper size for deciduous species or a minimum 8 foot height for evergreen species ~~(though it may not be standard for some tree types to be distinguished by caliper),~~at the time of planting ~~planted according to American Nurseryman Standards,~~ and selected from the Oregon City Street Tree List, Parking Lot Tree list or other approved species recommended by a certified ~~n~~ arborist or registered landscape architect. Trees shall be planted and maintained to maximize their root health and chances for survival, including having ample high-quality soil, space for root growth, and reliable irrigation according to the needs of the species. Trees should be planted in continuous trenches where possible.

~~5~~6. At maturity, all of the landscaped area shall be planted in ground cover plants, which includes grasses. Mulch (as a ground cover) shall only be allowed underneath plants at full growth and within two feet of the base of a tree and is not a substitute for ground cover.

~~6~~7. Landscaped areas shall include irrigation systems unless an alternate plan is submitted, and approved by the community development director, that can demonstrate adequate maintenance.

~~7~~8. All landscaping shall be installed according to accepted planting procedures as recommended by a Landscape Architect~~, according to American Nurseryman Standards~~.

9. Development of a tree canopy plan under this section shall be done in coordination with the local electric utility, including pre-design, design, building and maintenance phases. The minimum standards for tree planting shall be no lower than the 2021 American National Standards Institute A300 standards.

CFEC Requirement

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

Explanation

The rule indicates that Oregon City must require at least one, or any combination, of the following:

A) Require installation of solar panels capable of generating 0.5 kilowatts per new parking space;

B) Require a fee-in-lieu payment of $1,500 per new parking space to be invested in a city, county, or state fund dedicated to renewable energy development; or

C) Require a tree canopy covering 40% of the parking lot.

During the outreach process participants generally indicated support for landscaping, and a plurality felt that there should also be a solar option for parking lot landscaping, which Oregon City does not currently allow for.

Note that a fee-in-lieu program was not widely supported during the outreach process and it is unclear how such a program would be administered, so this is not recommended here.

Additional revisions were required in response to comments from DLCD for consistency with state rules.

C. Perimeter Parking Lot Landscaping and Parking Lot Entryway/Right-of-Way Screening for New Parking Lots and new parking lots over ½ acre. Shall ~~New Pparking lots and~~ include associated drive aisles ~~shall include a~~ with five-foot wide landscaped buffer where the parking lot abuts the right-of-way and/or adjoining properties. In order to provide connectivity between non-single-family sites, the community development director may approve an interruption in the perimeter parking lot landscaping for a single driveway where

the parking lot abuts property designated as multi-family, commercial or industrial. Shared driveways and parking aisles that straddle a lot line do not need to meet perimeter landscaping requirements.

1. The perimeter parking lot are[a] shall include:

   a. Trees spaced a maximum of thirty feet apart (minimum of one tree on either side of the entryway is required). When the parking lot is adjacent to a public right-of-way, the parking lot trees shall be offset from the street trees;

   b. An evergreen hedge screen of thirty to forty-two inches high or shrubs spaced no more than four feet apart on average. The hedge/shrubs shall be parallel to and not nearer than two feet from the right-of-way line. The required screening shall be designed to allow for free access to the site and sidewalk by pedestrians. Visual breaks, no more than five feet in width, shall be provided every thirty feet within evergreen hedges abutting public right-of-ways.

   c. Developments shall provide either trees along driveways or a minimum of 30 percent tree canopy coverage over new parking areas. Developments are not required to provide trees along drive aisles. The tree spacing and species planted shall be designed to maintain a continuous canopy except when interrupted by driveways, drive aisles, and other site design considerations.

CFEC Requirement

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

Explanation

The 30% perimeter coverage requirement is met prima facie if the overall 40% tree canopy requirement from the previous section is met. Otherwise, 30% tree coverage is required along the perimeter while meeting the previous requirement via the solar option. Additional revisions were required in response to comments from DLCD for consistency with state rules.

D. Parking Area/Building Buffer. Except for parking lots with fewer than five parking stalls, parking areas (excluding drive aisles with no adjacent parking) shall be separated from the exterior wall of a structure, exclusive of pedestrian entranceways or loading areas, by one of the following:

   1. Minimum five-foot wide landscaped planter strip (excluding areas for pedestrian connection) meeting the standards for perimeter parking lot area landscaping; or:

   2. Minimum seven-foot sidewalks with shade trees spaced a maximum of thirty feet apart in three-foot by five-foot tree wells.

E. Interior Parking Lot Landscaping. Surface parking lots with more than five parking stalls shall include at least forty-five square feet of interior parking lot landscaping per parking stall to improve the water quality, reduce stormwater runoff, and provide pavement shade. Pedestrian walkways or any impervious surface in the landscaped areas are not to be counted in the percentage. Fractions shall be rounded up when calculating the required number of plantings. Interior parking lot landscaping shall include:

   a. A minimum of one tree per four parking spaces.

   b. A minimum of 1.5 shrubs per parking space.

   c. No more than eight contiguous parking spaces shall be created without providing an interior landscape strip between them. Landscape strips shall be provided between rows of parking shall be a minimum of six feet in width and a minimum of ten feet in length.

F. Alternative landscaping plan.

Any applicant may propose an alternative landscaping plan. Such plans are often proposed to address physically constrained or smaller sites, however innovative designs for larger sites may also be considered. Alternative plans may include the use of low impact development techniques and minimized landscaping requirements. In such situations, the community development director may approve variations to the landscaping standards of OCMC 17.52.060 in accordance with subsection 1 and/or 2 below.

1. General Review Standard. The alternative shall meet the standards in OCMC 17.62.015, Modifications that will better meet design review requirements.

2. Credit for Pervious/Low Impact Development. The community development director may count up to fifty percent of the square footage of any pervious hardscaped landscape material within a parking lot that is designed and approved pursuant to the city's adopted stormwater and low impact development design standards toward minimum landscaping requirements for the site. (This includes porous pavement detention, open celled block pavers, porous asphalt, porous concrete pavement, porous turf, porous gravel, etc.).

3. Alternative landscaping plans shall not be permitted for any new development that includes more than one-half acre of new off-street surface parking on a lot or parcel. The new surface parking area shall be measured based on the perimeter of all new off-street parking spaces, maneuvering lanes, and maneuvering areas, including driveways and drive aisles.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.070 Electrical ~~Service Capacity~~Vehicle Charging

A. New private multi-family residential or mixed-use developments with five or more residential units shall install electrical service capacity, as defined in OCMC 17.04, to new off-street parking spaces subject to the following standards. ~~Variance requests to these standards are prohibited.~~

1. Non-residential development and residential or mixed-use developments with less than five dwelling units shall provide electrical service capacity to a minimum of 20 percent of all off-street vehicle parking spaces on the site.

2. Residential or mixed-use development with five or more dwelling units shall provide electrical service capacity to a minimum of 40 percent of all off-street vehicle parking spaces on site.

3. The placement of electrical service equipment shall not conflict with, or block access required under the Americans with Disabilities Act. Electrical service equipment shall not displace required pedestrian paths, sidewalks, landscaping, bicycle paths and parking spaces.

4. Parking mandates shall be reduced by two off street parking spaces for every electric vehicle charging station provided in a development.

CFEC Requirement

Electric Vehicle Charging (OAR 660-012-0410)

Explanation

Rule -0410 calls for new private multi-family residential or mixed-use developments with five or more residential dwelling units to install conduits to serve 40% of vehicle parking spaces. Currently, Oregon City's code doesn't address EV charging, so language to meet this requirement will be needed. A potential way to do this would be to add the following language (or similar) to code.

The definition of Electrical Service Capacity will be added as OCMC 17.04.345 -350. Per implementation guidance, potential language is:

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;

(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; or

(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; and

(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

17.52.080 Maintenance.

The owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of the site including but not limited to the off-street parking and loading spaces, bicycle parking and all landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and shall be kept free from refuse and debris.

All plant growth in interior landscaped areas shall be controlled by pruning, trimming, or otherwise so that:

A. It will not interfere with the maintenance or repair of any public utility;

B. It will not restrict pedestrian or vehicular access; and

C. It will not constitute a traffic hazard due to reduced visibility.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.090 Loading areas.

A. Purpose. The purpose of this section is to provide adequate loading areas for commercial, office, retail and industrial uses that do not interfere with the operation of adjacent streets.

B. Applicability. OCMC 17.52.090 applies to uses that are expected to have service or delivery truck visits with a forty-foot or longer wheelbase, at a frequency of one or more vehicles per week. The city engineer and decision maker shall determine through site plan and design review the number, size, and location of required loading areas, if any.

C. Standards.

1. The off-street loading space shall be large enough to accommodate the largest vehicle that is expected to serve the use without obstructing vehicles or pedestrian traffic on adjacent streets and driveways. Applicants are advised to provide complete and accurate information about the potential need for loading spaces because the city engineer or decision maker may restrict the use of other public right-of-way to ensure efficient loading areas and reduce interference with other uses.

2. Where parking areas are prohibited between a building and the street, loading areas or drive isles are also prohibited.

3. The city engineer and decision maker, through site plan and design review, may approve a loading area adjacent to or within a street right-of-way when all of the following loading and unloading operations conditions are met:

a. Short in duration (i.e., less than one hour);

b. Infrequent (less than three operations daily between five a.m. and twelve a.m. or all operations between twelve a.m. and five a.m. at a location that is not adjacent to a residential zone);

c. Does not obstruct traffic during peak traffic hours;

d. Does not interfere with emergency response services; and

e. Is acceptable to the applicable roadway authority.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.54.115 Mobile food units.

A. Applicability. The following provisions apply to mobile food units not located within a building. The provisions do not apply to indoor mobile food units or mobile food units allowed pursuant to a special event permit issued by the city.

B. General Requirements.

1. Mobile food units shall primarily sell food items.
2. Mobile food units shall not sell cannabis, in any form.
3. Mobile food units shall have a valid Oregon City business license.
4. Mobile food units shall not be located within the right-of-way, except as approved by the city engineer.
5. Mobile food units shall maintain continuous compliance with applicable federal, state, and city standards.
6. Discharge or leakage draining into the stormwater system is prohibited. Wastewater shall not be dumped onto the ground, onto the streets, or into a storm a drain. All liquid waste from the waste tank or from cleaning activities such as cleaning the mobile food cart shall be captured and properly disposed of in the sanitary sewer.
7. All permanent utility lines shall be placed underground. Temporary utilities, lines and tanks shall be placed underground or otherwise screened, covered, or hidden from view from the right-of-way as to minimize visual impacts and prevent tripping hazards or other unsafe conditions.
8. Power connections may not be connected by overhead wires to the individual mobile food units.
9. Comply with the stormwater and grading design standards for additional impervious surfaces.
10. Mobile food units, equipment, customer service areas, or any associated item may not be located within the right-of-way.
11. Sites with more than ten mobile food units at any time shall have a designated loading area.
12. Parking lots, refuse and recycling areas, outdoor lighting, fencing, and structures (other than the mobile food units) are subject to compliance with site plan and design review standards in OCMC 17.62. Mobile food units are exempt from OCMC 17.52 unless otherwise identified below.
13. Mobile food unit owners are responsible for maintaining the mobile unit and the adjacent site area in a neat and clean condition. This includes but is not limited to regular maintenance and cleaning of the exterior of the mobile food unit to avoid rust and peeling paint, repair of broken or sagging awnings, canopies, platforms, counters, benches, tables, umbrellas, and other structures used by customers adjacent to the mobile food unit.

C. Design Standards.

1. Transitory Mobile Food Units. Mobile food units that remain on a property for five hours or less in a twenty-four-hour period shall comply with the following:

   a. Standards related to the site.

      i. Be limited to three food units on a property at any one time;

      ii. Maintain ~~the minimum number of parking stalls and~~ minimum drive aisle widths and landscaping ~~parking lot~~ requirements for parking lots; and

      iii. Not result in the reduction of landscaping less than the minimum site.

b. Standards related to the mobile food unit.

i. Comply with nuisances regulations in OCMC 8.08.040;

ii. Comply with OCMC 17.62.050.I for all temporary structures associated with the mobile food cart units (except for the unit itself);

iii. Connect to individual wastewater holding tanks at all times; and

iv. Connect to a potable water tank at all times.

2. Non-Transitory Mobile Food Units. All other mobile food units that remain on a property for more than five hours at a time shall comply with the following:

a. Standards related to the site.

i. Maintain ~~the minimum number of parking stalls and~~ minimum drive aisle widths and ~~parking lot~~ landscaping requirements for parking lots;

ii. Not result in the reduction of landscaping less than the minimum site;

b. Standards related to the unit.

i. Fully screen from view any mechanical or power generating equipment that is separated from and external to the mobile food unit with vegetation or screening at a height equal to or greater than the height of the generating unit;

ii. Connect to a permanent water source, unless exempted by the city engineer if utilities are not available;

iii. Connect to public sewer. This may be achieved through a communal system;

iv. Connect to a permanent power source; and

v. Comply with the minimum setbacks and maximum height of the zoning designation.

D. Process.

1. A Type I minor site plan and design review shall be submitted for each property in compliance with the transitory standards in OCMC 17.54.115.C.1 with a wastewater/water operations and maintenance plan.

2. A Type II minor site plan and design review shall be submitted for each property in compliance with the non-transitory standards in OCMC 17.54.115.C with a wastewater/water operations and maintenance plan.

3. Mobile food cart units shall each submit a business license and mobile food cart unit form.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.56.040 Criteria and standards for conditional uses.

In addition to the standards listed herein in OCMC 17.56.010, which are to be considered in the approval of all conditional uses and the standards of the zone in which the conditional use is located, the following additional standards shall be applicable:

A. Building Openings. The city may limit or prohibit building openings within fifty feet of residential property in a residential zone if the openings will cause glare, excessive noise or excessive traffic which would adversely affect adjacent residential property as set forth in the findings of the planning commission.

B. Additional Street Right-of-Way. The dedication of additional right-of-way may be required where the city plan indicates need for increased width and where the street is inadequate for its use; or where the nature of the proposed development warrants increased street width.

C. Public Utility or Communication Facility. Such facilities as a utility substation, water storage tank, radio or television transmitter, tower, tank, power transformer, pumping station and similar structures shall be located, designed and installed with suitable regard for aesthetic values. The base of these facilities shall not be located closer to the property line than a distance equal to the height of the structure. Hydroelectric generation facilities shall not exceed ninety megawatts of generation capacity.

D. Schools. The site shall be located to best serve the intended area, shall be in conformance with the city plan, shall have adequate access, and shall be in accordance with appropriate state standards.

E. Helipad Landing Facility.

1. Size of runways and landing areas;
2. Approaches and obstructions within the runways and landing areas;
3. Fencing and/or screening to provide visual and noise buffering and to deflect winds or blast due to aircraft operation;
4. Fire protection measures and equipment;
5. Night illumination adequate for operations, and its effects upon surrounding property;
6. Landing markers;
7. Structural adequacy of runways, pads and other structures;
8. Paving and ground cover materials in relation to noise and down wash.

F. Residential ~~Care~~ Facilities.

1. In addition to the general provisions of OCMC 17.56.020, any application shall include a description of the proposed use, including the number of residents and the nature of the condition or circumstances for which care, or a planned treatment or training program will be provided, the number of staff and the estimated length of stay per resident and the name of the agency responsible for regulating or sponsoring the use.
2. Approval of a conditional use application for a residential care facility shall include the following minimum standards where applicable:
   a. The proposed facility shall maintain all applicable licenses required by the appropriate agencies for the use described in the application.
   b. All residential ~~care~~ facilities shall be subject to design review. Special considerations for this use are:

i. Compatibility in appearance with the surrounding area;

ii. Provisions of usable on-site open space appropriate to the needs of the residents and the nature of the care, treatment or training provided;

iii. Clearly defined property boundaries.

"Residential Care Facilities" is revised to "Residential Facilities" to be consistent with ORS 443.400, and the existing definition in OCMC 17.04.1025.

G. Bed and Breakfast Inns.

1. The bed and breakfast inn shall maintain all applicable licenses required by governmental agencies for the use described in the application.

2. All bed and breakfast inns shall be subject to design review. Special considerations for this use are:

a. Compatibility of the structure in appearance with the surrounding area;

b. Compatibility of ~~the~~ any parking facilities in appearance and circulation of traffic with the surrounding area. Parking facilities, if proposed, shall also comply with Chapter 17.52;

Clarifies that if parking is proposed for the development, the applicable standards in the Chapter 17.52 apply, such as landscaping, dimensions, pedestrian circulation, etc.

c. Compatibility of the signage in appearance with the surrounding area. Signage shall also comply with Chapter 15.28;

d. The number of rooms to be used as overnight public accommodations shall not exceed four rooms in an underlying residential zone, or seven rooms in an underlying nonresidential zone;

e. The owner/operators shall reside in the bed and breakfast inn, or in a residence adjacent to the bed and breakfast inn; and

f. The planning commission may allow up to an additional six non-guests to be served along with the guests at a meal.

H. Shelters.

1. Shelters shall be processed as a Type IV review.

2. The shelter shall maintain a written community engagement plan include the following information:

a. Description of purpose and scope of services of the shelter;

b. Population to be housed at the shelter and the process and criteria for the selection of guests;

c. Bed capacity for nightly guests;

d. Hours of operations and curfew, if applicable;

e. Twenty-four-hour contact information; and

f. Explanation of how the shelter will address concerns/complaints.

3. Shelters shall hold a meeting with the community prior to commencing operation, and a minimum of once a year each year thereafter. The purpose of the meeting is to discuss the community engagement plan and provide an opportunity for greater communication. Mailed notice of the meeting shall be provided to property owners within three hundred feet, the neighborhood association, and the city. The meeting shall be open to the public.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008(Exh. A), 12-18-2019)

Chapter 17.62 SITE PLAN AND DESIGN REVIEW[1]

17.62.010 Purpose.

The purposes of site plan and design review are to: Encourage site planning in advance of construction; protect lives and property from potential adverse impacts of development; consider natural or man-made hazards which may impose limitations on development; conserve the city's natural beauty and visual character and minimize adverse impacts of development on the natural environment as much as is reasonably practicable; assure that development is supported with necessary public facilities and services; ensure that structures and other improvements are properly related to their sites and to surrounding sites and structure; and implement the city's comprehensive plan and land use regulations with respect to development standards and policies.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.015 Modifications that will better meet design review requirements.

The review body shall consider modification of certain site related development standards of this chapter specified below. These modifications may be approved as part of a Type II design review process.

A. Applicability.

1. This process shall apply to modifications to:

a. Landscaping in OCMC 17.62.050.A;

b. Vehicular connections to adjoining properties in OCMC 17.62.050.B.2;

c. On-site pedestrian circulation in OCMC 17.62.050.C;

d. Onsite utility location OCMC 17.62.050.G;

e. Building location in OCMC 17.62.055.D;

f. Building details in OCMC 17.62.055.I;

g. Windows in OCMC 17.62.055.J;

h. Parking lot landscaping in OCMC 17.52.060.

2. Modifications that are denied through Type II design review may be requested as a variance through the variance process pursuant to OCMC 17.60.020 or master plan adjustment pursuant to OCMC 17.65.070 as applicable.

[1]Editor's note(s)—Ord. No. 18-1009, § 1(Exh. A), adopted July 3, 2019, amended Chapter 17.62 in its entirety to read as herein set out. Former Chapter 17.62, §§ 17.62.010—17.62.100, pertained to similar subject matter, and derived from Ord. No. 08-1014, adopted July 1, 2009; Ord. No. 10-1003, adopted July 7, 2010; Ord. No. 16-1007, adopted August 17, 2016; Ord. No. 13-1003, adopted July 17, 2013; Ord. No. 17-1007, adopted June 21, 2017 and Ord. No. 18-1005, adopted May 2, 2018.

3. Rather than a modification, applicants may choose to apply for a variance through the variance process pursuant to OCMC 17.60.020 or master plan adjustment pursuant to OCMC 17.65.070 as applicable.

B. The review body may approve requested modifications if it finds that the applicant has shown that the following approval criteria are met:

1. The modification will result in a development that better meets the applicable design guidelines; and

2. The modification meets the intent of the standard. On balance, the proposal will be consistent with the purpose of the standard for which a modification is requested.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.030 When required.

Site plan and design review shall be required for all development of real property in all zones except the low and medium density residential districts, unless otherwise provided for by this title or as a condition of approval of a permit. Site plan and design review shall also apply to all conditional uses, cluster housing developments, multi-family uses, manufactured home parks, and nonresidential uses in all zones. Site plan and design review does not apply to activities occurring within the right-of-way except for communication facilities pursuant to OCMC 17.80.

Site plan and design review is required for a change in use between the uses in Table 17.62.030:

Table 17.62.030

Existing Use	Proposed Use
Residential	Nonresidential use, including but not limited to: commercial, office, industrial, retail, or institutional
Single-family or duplex	3 or more dwellings

Site plan and design review shall not alter the type and category of uses permitted in the underlying zoning districts.

Only the standards of OCMC 17.62.035 apply to duplex, triplex, quadplex, cottage cluster, townhouse, single-family detached residential unit, live/work dwelling and accessory dwelling unit Type I applications.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.035 Minor site plan and design review.

This section provides for a minor site plan and design review process. Minor site plan review is a Type I or Type II decision, as described in OCMC 17.62.035.A, subject to administrative proceedings described in OCMC 17.50 and may be utilized as the appropriate review process only when authorized by the community development director. The purpose of this type of review is to expedite design review standards for uses and activities that require only a minimal amount of review, typical of minor modifications and/or changes to existing uses or buildings.

A. Type I Minor Site Plan and Design Review.

1. Applicability. Type I applications involve no discretion and are typically processed concurrently with a building permit application. The Type I process is not applicable for:

   a. Any activity which is included with or initiates actions that require Type II—IV review.

   b. Any increase in square footage of a conditional or nonconforming use (excluding nonconforming structures).

   c. Any proposal in which nonconforming upgrades are required under OCMC 17.58.

   d. Any proposal in which modifications are proposed under OCMC 17.62.015.

2. The following projects may be processed as a Type I application:

   a. Addition of up to two hundred square feet to a commercial, institutional, or multi-family structure in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding new drive thru). Increases of more than two hundred square feet in a twelve-month period shall be processed as Type II.

   b. Addition of up to one thousand square feet to an industrial use in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding ancillary retail and office). Increases of more than one thousand square feet in a twelve-month period shall be processed as Type II.

   c. Temporary structures, excluding mobile vendors.

   d. Removal, replacement or addition of awnings, or architectural projections to existing structures.

   e. Addition, modification, or relocation of refuse enclosure.

   f. Changes to amount, location, or design of bicycle parking.

   g. Installation of mechanical equipment.

   h. Repaving of previously approved parking lots with no change to striping.

   i. Replacement of exterior building materials.

   j. Addition of windows and doors, relocation of windows and doors in which transparency levels remain unchanged, or removal of windows and doors provided minimum transparency requirements are still met.

   k. Addition or alteration of parapets or rooflines.

   l. Modification of building entrances.

   m. Addition to or alteration of a legal nonconforming single- or two-family dwelling.

   n. Change to parking lot circulation or layout, excluding driveway modifications.

   o. Removal or relocation of existing vehicle parking stalls~~ provided total parking remains between approved minimum and maximum with no new reductions other than through the downtown parking district~~ to ~~accomodate~~accommodate tree planting, landscaping, stormwater facilities, solar and wind power equipment, outdoor seating, parking for bicycles, scooters and other small scale mobility devices, pedestrian improvements and similar purposes.~~.~~

CFEC Requirement

Allow redevelopment of a portion of a parking lot for bike or transit uses (660-012-0405(1)(b))

Allow and encourage redevelopment of underused parking (660-012-0405(2))

Explanation

This addition specifies the review process will be a Type I administrative review process for redevelopment and repurposing of parking lots. Oregon City already has a Type I review of this type for reductions in parking, however, this explicitly states some of the uses that would be permitted in these areas instead of parking for vehicles.

p. Adoption of shared parking agreements.

q. Changes to landscaping ~~that do not require~~ to improve stormwater quality and quantity treatment under OCMC 13.12.

r. New or changes to existing pedestrian accessways, walkways or plazas.

s. Installation of or alterations to ADA accessibility site elements.

t. Modification or installation of a fence, hedge, or wall, or addition of a fence, hedge or wall.

u. Addition of or alterations to outdoor lighting.

v. Demolition of any structure or portion of a structure.

w. Tree removal.

x. Type I master plan amendments under OCMC 17.65.080.

y. Mobile food units in one location for five hours or less as identified in OCMC 17.54.115.

z. Duplex, triplex, quadplex, cottage cluster, townhouse, single-family detached residential unit, live/work dwelling, and accessory dwelling unit.

aa. Placement of a single manufactured home within an existing space or lot in a manufactured home park.

3. Submittal Requirements. A Type I application shall include:

a. A narrative describing the project.

b. Site plan drawings showing existing conditions/uses and proposed conditions/uses.

c. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.

d. A completed application form.

e. Any other information determined necessary by the community development director.

B. Type II Minor Site Plan and Design Review.

1. Type II minor site plan and design review applies to the following uses and activities unless those uses and activities qualify for Type I review per OCMC 17.62.035.A:

a. Modification of an office, commercial, industrial, institutional, public or multi-family structure that does not increase the interior usable space (for example covered walkways or entryways, addition of unoccupied features such as clock tower, etc.).

b. Modification to parking lot layout and landscaping, or the addition of up to five parking spaces.

c. A maximum addition of up to one thousand square feet to a commercial, office, institutional, public, multi-family, or industrial building provided that the addition is not more than thirty-five percent of the original building square footage.

d. Mobile food units in OCMC 17.54.115.

e. Other land uses and activities may be added if the community development director makes written findings that the activity/use will not increase off-site impacts and is consistent with the type and/or scale of activities/uses listed above.

2. Application. The application for the Type II minor site plan and design review shall contain the following elements:

a. The submittal requirements of OCMC 17.50.

b. A narrative explaining all aspects of the proposal in detail and addressing each of the applicable criteria listed in OCMC 17.62.

c. Site plan drawings showing existing conditions/uses and proposed conditions/uses.

d. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.

e. Additional submittal material may be required by the community development director on a case-by-case basis.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.040 Items required.

A complete application for site plan and design review shall be submitted. Except as otherwise in subsection I of this section, the application shall include the following:

A. A site plan or plans, to scale, containing the following:

1. Vicinity information showing streets and access points, pedestrian and bicycle pathways, transit stops and utility locations;

2. The site size, dimensions, and zoning, including dimensions and gross area of each lot or parcel and tax lot and assessor map designations for the proposed site and immediately adjoining properties;

3. Contour lines at two-foot contour intervals for grades zero to ten percent, and five-foot intervals for grades over ten percent;

4. The location of natural hazard areas on and within one hundred feet of the boundaries of the site, including:

a. Areas indicated on floodplain maps as being within the one hundred-year floodplain,

b. Unstable slopes, as defined in OCMC 17.44.020,

c. Areas identified on the seismic conditions map in the comprehensive plan as subject to earthquake and seismic conditions;

5. The location of natural resource areas on and within one hundred feet of the boundaries of the site, including fish and wildlife habitat, existing trees (six inches or greater in caliper measured four feet above ground level), wetlands, streams, natural areas, wooded areas, areas of significant trees or vegetation, and areas designated as being within the natural resources overlay district;

6. The location of inventoried historic or cultural resources on and within one hundred feet of the boundaries of the site;

7. The location, dimensions, and setback distances of all existing permanent structures, improvements and utilities on or within twenty five feet of the site, and the current or proposed uses of the structures;

8. The location, dimensions, square footage, building orientation and setback distances of proposed structures, improvements and utilities, and the proposed uses of the structures by square footage;

9. The location, dimension and names, as appropriate, of all existing and platted streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit street and facilities, neighborhood activity centers, and easements on and within two hundred fifty feet of the boundaries of the site;

10. The location, dimension and names, as appropriate, of all proposed streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit streets and facilities, neighborhood activity centers, and easements on and within two hundred feet of the boundaries of the site;

11. All parking, circulation, loading and servicing areas, including the locations of all carpool, vanpool and bicycle parking spaces as required in OCMC 17.52;

12. Site access points for automobiles, pedestrians, bicycles and transit;

13. On-site pedestrian and bicycle circulation;

14. Outdoor common areas proposed as open space;

15. Total impervious surface created (including buildings and hard ground surfaces);

16. The proposed location, dimensions and materials of fences and walls.

B. A landscaping plan, drawn to scale, showing the location and types of existing trees (six inches or greater in caliper measured four feet above ground level) and vegetation proposed to be removed and to be retained on the site, the location and design of landscaped areas, the varieties, sizes and spacings of trees and plant materials to be planted on the site, other pertinent landscape features, and irrigation systems required to maintain plant materials.

C. Architectural drawings or sketches, drawn to scale and showing floor plans, elevations accurately reflected to grade, and exterior materials of all proposed structures and other improvements as they will appear on completion of construction. The name of the adjacent street shall be identified on each applicable building elevation.

D. An electronic materials board clearly depicting all building materials with specifications as to type, color and texture of exterior materials of proposed structures.

E. An erosion/sedimentation control plan, in accordance with the requirements of OCMC 17.47 and the public works erosion and sediment control standards, and a drainage plan developed in accordance with city drainage master plan requirements, OCMC 13.12 and the public works stormwater and grading design standards. The drainage plan shall identify the location of drainage patterns and

drainage courses on and within one hundred feet of the boundaries of the site. Where development is proposed within an identified hazard area, these plans shall reflect concerns identified in the hydrological/geological/geotechnical development impact statement.

F. An exterior lighting plan, drawn to scale, showing type, height, and area of illumination.

G. Archeological Monitoring Recommendation. For all projects that will involve ground disturbance, the applicant shall provide:

1. A letter or email from the Oregon State Historic Preservation Office Archaeological Division indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the Oregon State Historic Preservation Office and that the Oregon State Historic Preservation Office had not commented within forty-five days of notification by the applicant; and

2. A letter or email from the applicable tribal cultural resource representative of the Confederated Tribes of the Grand Ronde, Confederated Tribes of the Siletz, Confederated Tribes of the Umatilla, Confederated Tribes of the Warm Springs and the Confederated Tribes of the Yakama Nation indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the applicable tribal cultural resource representative and that the applicable tribal cultural resource representative had not commented within forty-five days of notification by the applicant.

If, after forty-five days' notice from the applicant, the Oregon State Historic Preservation Office or the applicable tribal cultural resource representative fails to provide comment, the city will not require the letter or email as part of the completeness review. For the purpose of this section, ground disturbance is defined as the movement of native soils.

H. Such special studies or reports as the community development director may require to obtain information to ensure that the proposed development does not adversely affect the surrounding community or identified natural resource areas or create hazardous conditions for persons or improvements on the site. The community development director shall require an applicant to submit one or more development impact evaluations as may be necessary to establish that the city's traffic safety or capacity standards, natural resource, including geologic hazard and flood plain overlay districts, will be satisfied.

I. The community development director may waive the submission of information for specific requirements of this section or may require information in addition to that required by a specific provision of this section, as follows:

1. The community development director may waive the submission of information for a specific requirement upon determination either that specific information is not necessary to evaluate the application properly, or that a specific approval standard is not applicable to the application. If submission of information is waived, the community development director shall, in the decision, identify the waived requirements, explain the reasons for the waiver, and state that the waiver may be challenged on appeal and may be denied by a subsequent review authority. If the matter is forwarded to the planning commission for initial review, the information required by this paragraph shall be included in the staff report;

2. The community development director may require information in addition to that required by a specific provision of this section upon determination that the information is needed to evaluate the application properly and that the need can be justified on the basis of a special or unforeseen circumstance as necessary to comply with the applicable standards. If additional information is required, the community development director shall, in the decision, explain the reasons for requiring the additional information.

J. All new utilities shall be placed underground.

1. Service poles may be allowed on private property when undergrounding service is technically or physically infeasible.

K. One full-sized copy of all architectural and site plans.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.050 General standards.

All development shall comply with the following standards:

A. Landscaping.

1. Existing native vegetation is encouraged to be retained to the maximum extent practicable. All plants listed on the Oregon City Nuisance Plant List shall be removed from the site prior to issuance of a final occupancy permit for the building.

2. The amount of landscaping required is found in the standards for each underlying zone. Where the underlying zone does not contain and minimum landscaping standard, the minimum site landscaping shall be fifteen percent of the total site area. Except as allowed elsewhere in Title 16 or 17 of this code, all areas to be credited towards landscaping shall be installed with growing plant materials.

3. Pursuant to OCMC 17.49, landscaping requirements within the natural resource overlay district, other than landscaping required for parking lots, may be met by preserving, restoring and permanently protecting native vegetation and habitat on development sites.

4. A landscaping plan shall be prepared by a registered landscape architect for new or revised landscaped areas and parking lots. Landscape architect approval is not required for tree removal and/or installation if the species are chosen from an approved street tree list. A certified landscape designer, arborist, or nurseryman shall be acceptable in lieu of a landscape architect for projects with less than five hundred square feet of landscaping. All landscape plans shall include a mix of vertical (trees and shrubs) and horizontal elements (grass, groundcover, etc.) that within three years will cover one hundred percent of the landscape area. Plant species listed on the Oregon City Nuisance Plant list are prohibited and native species are encouraged. No mulch, bark chips, or similar materials shall be allowed at the time of landscape installation except under the canopy of shrubs and within two feet of the base of trees.

5. Landscaping shall be visible from public thoroughfares to the extent practicable.

6. The landscaping in parking areas shall not obstruct lines of sight for safe traffic operation and shall comply with all requirements of OCMC 10.32, Traffic Sight Obstructions.

B. Vehicular Access and Connectivity.

1. Parking areas shall be located behind the building façade that is closest to the street, below buildings, or on one or both sides of buildings.

2. Existing or future connections to adjacent sites through the use of vehicular and pedestrian access easements which provide connection from the right-of-way to the adjoining property shall be provided.

3. Parcels larger than three acres shall provide streets as required in OCMC 16.12.

4. Parking garage entries shall not be more than half of the streetscape.

C. A well-marked, continuous and protected on-site pedestrian circulation system meeting the following standards shall be provided:

1. Pathways between all building entrances and the street are required. Pathways between the street and buildings fronting on the street shall be as direct as possible and shall not cross a drive aisle. Exceptions may be allowed by the director where steep slopes, a physically constrained site, or protected natural resources prevent a direct connection or where an indirect route would enhance the design and/or use of a common open space.

2. The pedestrian circulation system shall connect all main entrances, transit stops, ADA spaces, parking areas, bicycle parking, recreational areas, common outdoor areas, and any pedestrian amenities on the site. For buildings fronting on the street, the sidewalk may be used to meet this standard.

3. The pedestrian circulation system shall connect the principal building entrance to those of buildings on adjacent sites, except within industrial zoning designations.

4. Elevated external stairways or walkways shall not extend beyond the building facade except for external stairways or walkways located in, or facing interior courtyard areas that are not visible from the street or a public access easement. This standard does not apply to sky-bridges or sky-ways.

5. On-site pedestrian walkways shall be hard surfaced, well drained and at least five feet wide. Surface material shall contrast visually to adjoining surfaces. When bordering parking spaces other than spaces for parallel parking, pedestrian walkways shall be a minimum of seven feet in width unless curb stops are provided. When the pedestrian circulation system is parallel and adjacent to an auto travel lane, the walkway shall be raised or separated from the auto travel lane by a raised curb, bollards, landscaping or other physical barrier.

If a raised walkway is used, the ends of the raised portions shall be equipped with curb ramps for each direction of travel.

6. Pedestrian ~~walkways that cross~~crossings at intersections with drive aisles or other vehicular circulation areas shall be demarcated ~~with striping and, in addition preferably~~ by a raised surface that slows vehicular travel, or ~~utilize a~~other change in textural material or height to alert the driver of the pedestrian crossing area. ~~Crossings demarcated only by striping are discouraged as they are less effective.~~

7. Pedestrian facilities within parking lots shall be illuminated to at least the same level as the on-site driveways pursuant to section 17.62.065.

CFEC Requirement

Implements the requirement for certain designs for Pedestrian connections through large parking lots (660-012-0405(4)(c))

Explanation

This addition amendment specifies the type of design to be used for pedestrian crossings in large parking lots. Including the levels of illumination.

D. All development shall maintain continuous compliance with applicable federal, state, and city standards.

E. Adequate public water and sanitary sewer facilities sufficient to serve the proposed or permitted level of development shall be provided pursuant to OCMC 16.12. The applicant shall demonstrate that

adequate facilities and services are presently available or can be made available concurrent with development. Service providers shall be presumed correct in the evidence, which they submit. All facilities shall be designated to city standards as set out in the city's facility master plans and public works design standards. A development may be required to modify or replace existing off-site systems if necessary to provide adequate public facilities. The city may require over sizing of facilities where necessary to meet standards in the city's facility master plan or to allow for the orderly and efficient provision of public facilities and services. Where over sizing is required, the developer may request reimbursement from the city for over sizing based on the city's reimbursement policy and fund availability, or provide for recovery of costs from intervening properties as they develop.

F. If a transit agency, upon review of an application for an industrial, institutional, retail or office development, recommends that a bus stop, bus turnout lane, bus shelter, accessible bus landing pad, lighting, or transit stop connection be constructed, or that an easement or dedication be provided for one of these uses, consistent with an agency adopted or approved plan at the time of development, the review authority shall require such improvement, using designs supportive of transit use. Improvements at a major transit stop may include intersection or mid-block traffic management improvements to allow for crossings at major transit stops, as identified in the city's transportation system plan.

G. Screening of Mechanical Equipment. Commercial, mixed-use, institutional, and multi-family buildings shall include the following measures to screen or block views of mechanical equipment from adjacent streets according to the following requirements:

1. Rooftop mechanical equipment, including HVAC equipment and utility equipment that serves the structure, shall be screened from view from the adjacent street on all new buildings or building additions. Screening shall be accomplished through the use of parapet walls or a sight-obscuring enclosure around the equipment constructed of one of the primary materials used on the primary facades of the structure, and that is an integral part of the building's architectural design. The parapet or screen shall completely surround the rooftop mechanical equipment to an elevation equal to or greater than the highest portion of the rooftop mechanical equipment being screened from adjacent streets, as viewed from the sidewalk or future sidewalk location on the adjacent street at pedestrian level. In the event such parapet wall does not fully screen all rooftop equipment, then the rooftop equipment shall be enclosed by a screen constructed of one of the primary materials used on the primary facade of the building so as to achieve complete screening. Screening requirements do not apply to new or replacement equipment on existing buildings. New or replacement rooftop mechanical equipment on existing buildings shall be painted or powder-coated.

2. Wall-mounted mechanical HVAC and air conditioning equipment, and groups of multiple utility meters shall not be placed on the front facade of a building or on a facade that faces a right-of-way. Wall-mounted mechanical equipment, including-air conditioning and groups of multiple utility meters, that extend six inches or more from the outer building wall shall be screened from view from adjacent streets; from residential, public, and institutional properties; and from public areas of the site or adjacent sites through the use of (a) sight-obscuring enclosures constructed of one of the primary materials used on the primary facade of the structure, (b) sight-obscuring fences, or (c) trees or shrubs that block at least eighty percent of the equipment from view or (d) painting the units to match the building. Wall-mounted mechanical equipment that extends six inches or less from the outer building wall shall be designed to blend in with the color and architectural design of the subject building. Vents which extend six inches or less from the outer building wall shall [be] exempt from this standard if painted.

3. Ground-mounted above-grade mechanical equipment shall be screened by ornamental fences, screening enclosures, trees, or shrubs that block at least eighty percent of the view from the public right-of-way.

4. This section shall not apply to the installation of solar energy panels, photovoltaic equipment, wind power generating equipment, dishes/antennas, pipes, vents, and chimneys.

H. Building Materials.

1. Prohibited Materials. The following materials shall be prohibited in visible locations from the right-of-way or a public access easement unless an exception is granted by the community development director based on the integration of the material into the overall design of the structure:

a. Vinyl or plywood siding (including T-111 or similar plywood).

b. Glass block or highly tinted, reflected, translucent or mirrored glass (except stained glass) as more than ten percent of the building facade.

c. Corrugated fiberglass.

d. Chain link fencing (except for temporary purposes such as a construction site, gates for a refuse enclosure, stormwater facilities, when excepted by 17.62.050.H.2.g, or when located on properties within the general industrial district).

e. Crushed colored rock/crushed tumbled glass.

f. Non-corrugated and highly reflective sheet metal.

g. Tarps, except for the protection of outside storage.

2. Special Material Standards. The following materials are allowed if they comply with the requirements found below:

a. Concrete Block. When used for the front façade of any building, concrete blocks shall be split, rock- or ground-faced and shall not be the prominent material of the elevation. Plain concrete block or plain concrete may be used as foundation material if the foundation material is not revealed more than three feet above the finished grade level adjacent to the foundation wall.

b. Metal Siding. Metal siding shall have visible corner moldings and trim and incorporate masonry or other similar durable/permanent material near the ground level (first two feet above ground level) except when used for a temporary structure.

c. Exterior insulation and finish system (EIFS) and similar troweled finishes shall be trimmed in wood, masonry, or other approved materials and shall be sheltered from extreme weather by roof overhangs or other methods.

d. Building surfaces shall be maintained in a clean condition and painted surfaces shall be maintained to prevent or repair peeling, blistered or cracking paint.

e. Membrane or fabric covered storage areas are permitted as temporary structures, excluding the use of tarps.

f. Vinyl or powder coated chain link fencing is permitted for city-owned stormwater management facilities, reservoirs, and other public works facilities such as pump stations, maintenance yards, and storage yards not located within the general industrial district.

g. Chain link fencing is permitted in the following circumstances:

1. Within city-owned parks and recreational facilities.

2. On any property when used for a baseball or softball backstop or dugout, track and field facility, or sports court.

I. Temporary Structures. Temporary structures are permitted pursuant to the following standards:

1. Structures up to two hundred square feet:

a. Shall not be on a property for more than three consecutive days;

b. Shall not be on a property more than six times per year;

c. Shall comply with the minimum dimensional standards of the zoning designation;

d. Shall be sited so as to leave ~~the minimum number of~~adequate parking ~~spaces~~ for the primary uses ~~as~~ if required by OCMC 17.52 or as otherwise specified in a land use approval;

e. Shall not disturb ingress or egress to the site; and

f. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

2. Temporary structures larger than two hundred square feet may be permitted up to two times per year; and:

a. Structures larger than two hundred square feet up to eight hundred square feet:

i. Shall not be on a property for more than thirty consecutive days;

ii. Shall comply with the minimum dimensional standards of the zoning designation;

iii. Shall be sited so as to leave ~~the minimum number of~~adequate parking ~~spaces~~ for the primary uses ~~as~~ if required by OCMC 17.52 or as otherwise specified in a land use approval;

iv. Shall not disturb ingress or egress to the site; and

v. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

b. Structures larger than eight hundred square feet:

i. Shall not be on a property for more than seven consecutive days;

ii. Shall comply with the minimum dimensional standards of the zoning designation;

iii. Shall be sited so as to leave ~~the minimum number of~~ adequate parking ~~spaces~~ for the primary uses ~~as~~ if required by OCMC 17.52 or as otherwise specified in a land use approval;

iv. Shall not disturb ingress or egress to the site; and

v. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

3. Government owned properties are exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.H and I and the dimensional standards of the zoning designation.

J. All new utilities shall be placed underground.

1. Service poles may be allowed on private property when undergrounding service is technically or physically infeasible.

K. Development shall comply with requirements of the following Oregon City Municipal Code chapters, as applicable, including but not limited to:

1. Chapter 12.04, Streets, Sidewalks and Public Places.
2. Chapter 12.08, Public and Street Trees.
3. Chapter 13.04, Water Service System.
4. Chapter 13.08, Sewer Regulations.
5. Chapter 13.12, Stormwater Management.
6. Chapter 16.12, Minimum Improvements and Design Standards for Development.
7. Chapter 17.20, Residential Design Standards for ADU's, Cluster Housing, Internal Conversions, Live/Work Units, and Manufactured Home Parks.
8. Chapter 17.40, Historic Overlay District.
9. Chapter 17.41, Tree Protection Standards.
10. Chapter 17.42, Flood Management Overlay District.
11. Chapter 17.44, Geologic Hazards.
12. Chapter 17.47, Erosion and Sediment Control.
13. Chapter 17.48, Willamette River Greenway.
14. Chapter 17.49, Natural Resource Overlay District.
15. Chapter 17.50, Administration and Procedures.
16. Chapter 17.52, Off-Street Parking and Loading.
17. Chapter 17.54, Supplemental Zoning Regulations and Exceptions.
18. Chapter 17.58, Lawful Nonconforming Uses, Structures, and Lots.
19. Chapter 17.65, Master Plans and Planned Unit Development.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.055 Institutional, office, multi-family, retail, and commercial building standards.

A. Purpose. The primary objective of the regulations contained in this section is to provide a range of design choices that promote creative, functional, and cohesive development that is compatible with surrounding areas. Buildings approved in compliance with these standards are intended to serve multiple tenants over the life of the building, and are not intended for a one-time occupant. The standards encourage people to spend time in the area, which also provides safety though informal surveillance. Finally, this section is intended to promote the design of an urban environment that is built to human scale by creating buildings and streets that are attractive to pedestrians, create a sense of enclosure, provide activity and interest at the intersection of the public and private spaces, while also accommodating vehicular movement.

B. Applicability. This section applies to institutional, office, multi-family, retail and commercial buildings except accessory structures less than one thousand square feet and temporary structures.

C. Conflicts. With the exception of standards for building orientation and building front setbacks, in the event of a conflict between a design standard in this section and a standard or requirement contained in the underlying zoning district, the standard in the zoning district shall prevail.

D. Siting of Structures. On sites with one hundred feet or more of frontage at least sixty percent of the site frontage width shall be occupied by buildings placed within five feet of the property line. For sites with less than one hundred feet of street frontage, at least fifty percent of the site frontage width shall be occupied by buildings placed within five feet of the property. Multi-family developments shall be placed no farther than twenty feet from the front property line. This section does not apply to properties with less than forty feet of frontage.

A larger front yard setback may be approved through site plan and design review if the setback area incorporates at least one element from the following list for every five feet of increased setback requested:

1. Tables, benches or other approved seating area.
2. Cobbled, patterned or paved stone or enhanced concrete.
3. Pedestrian scale lighting.
4. Sculpture/public art.
5. Fountains/water feature.
6. At least twenty square feet of landscaping or planter boxes for each tenant facade fronting on the activity area.
7. Outdoor café.
8. Enhanced landscaping or additional landscaping.
9. Other elements, as approved by the community development director, that can meet the intent of this section.

E. Building Orientation. All buildings along the street frontage shall face the front most architecturally significant facade toward the street and have a functional primary entrance facing the street. Primary building entrances shall be clearly defined and recessed or framed by a sheltering element such as an awning, arcade or portico in order to provide shelter from the summer sun and winter weather.

F. Entryways. Entrances shall include a doorway and a minimum of four of the following elements:

1. Display windows; recesses or projections; peaked roof or raised parapet over the door; canopy of at least five feet in depth; porch; distinct materials; architectural details such as tile work and moldings; pedestrian amenities such as benches, planters or planter boxes; landscape treatments integrating arbors, low walls, trellis work; or similar elements. Trellises, canopies and fabric awnings may project up to five feet into front setbacks and public rights-of-way, provided that the base is not less than eight feet at the lowest point and no higher than ten feet above the sidewalk.

G. Corner Lots. For buildings located at the corner of intersections, the primary entrance of the building shall be located at the corner of the building or within twenty-five feet of the corner of the building. Additionally, one of the following treatments shall be required:

1. Incorporate prominent architectural elements, such as increased building height or massing, cupola, turrets, or pitched roof, at the corner of the building or within twenty-five feet of the corner of the building.
2. Chamfer the corner of the building (i.e. cut the corner at a forty-five degree angle and a minimum of ten feet from the corner) and incorporate extended weather protection (arcade or awning), special paving materials, street furnishings, or plantings in the chamfered area.

3. Standards 1 and 2 above do not apply to vertically attached 3—4 plexes, multi-family buildings or multi-family portions of residential mixed-use buildings.

H. Variation in Massing. For street facing facades greater than one hundred twenty feet in length a modulation is required which extends through all floors. Decks and roof overhangs may encroach up to three feet per side into the modulation. The modulation shall meet one of the following dimensional requirements:

1. A minimum depth of two percent of the length of the façade and a minimum width of thirty percent of the length of the façade; or

2. A minimum depth of four percent of the length of the façade and a minimum width of twenty percent of the length of the façade.

I. Building Design Elements.

1. All front and side facades shall provide a design element or architectural feature that add interest and detail such that there are no blank walls of thirty feet in length or more, measured horizontally. Features that can meet this requirement include:

   a. Change in building material or texture;

   b. Window or door;

   c. Balcony; or

   d. Pillar or post.

2. Street facing facades shall include additional design features. For every thirty feet of façade length, three of the following elements are required:

   a. Decorative materials on more than ten percent of the total wall area (e.g., brick or stonework, shingles, wainscoting, ornamentation, and similar features);

   b. Decorative cornice and/or roof line (e.g., for flat roofs);

   c. Roof gable;

   d. Recessed entry;

   e. Covered canopy entry;

   f. Cupola or tower;

   g. Dormer;

   h. Balcony;

   i. Pillars or posts;

   j. Repeating pattern of building materials;

   k. A change in plane of at least two feet in width and six inches in depth;

   l. Bay or oriel window; or

   m. An alternative feature providing visual relief and detail as approved by the community development director.

3. Building Detail Variation. Architectural features shall be varied on different buildings within the same development. At least two of the required features on each street-facing elevation shall be distinct from the street-facing elevations of other buildings within the same development.

J. Windows.

1. The minimum windows requirements are set forth in Table 17.62.055.J. Windows are measured in lineal fashion between 3.5 feet and six feet from the ground. For example, a one hundred-foot long building elevation would be required to have at least sixty feet (sixty percent of one hundred feet) of windows in length between the height of 3.5 feet and six feet from the ground.

Table 17.62.055.J
Minimum Windows

Use	Ground Floor: Front and Street Facing Facades	Upper Floor(s): Front and Street Facing Facades	Ground Floor: Side(s) Facades	Upper Floor(s): Side(s) Facades
Non-Multi-Family (or Portions of Buildings Thereof)	60%	10%	30%	10%
Multi-Family (or Portions of Buildings Thereof)	15%	15%	10%	10%

2. Reflective, glazed, mirrored or tinted glass is limited to ten percent of the lineal footage of windows on the street facing facade. Highly reflective or glare-producing glass with a reflective factor of one-quarter or greater is prohibited on all building facades. Any glazing materials shall have a maximum fifteen percent outside visual light reflectivity value. No exception shall be made for reflective glass styles that appear transparent when internally illuminated.

3. Side walls that face walkways may include false windows and door openings only when actual doors and windows are not feasible because of the nature of the use of the interior use of the building. False windows located within twenty feet of a right-of-way shall be utilized as display windows with a minimum display depth of thirty-six inches.

4. Multi-family windows shall incorporate window trim at least four inches in width when surrounded by horizontal or vertical lap siding.

K. Roof Treatments. The maximum length of any continuous roofline on a street-facing façade shall be seventy-five feet without a cross gable or change in height of at least two feet.

L. Drive-through facilities shall:

1. Be located at the side or rear of the building.

2. Be designed to maximize queue storage on-site.

M. Special development standards along transit streets.

1. Purpose. This section is intended to provide direct and convenient pedestrian access to retail, office and institutional buildings from public sidewalks and transit facilities and to promote pedestrian and transit travel to commercial and institutional facilities.

2. Applicability. Except as otherwise provide in this section, the requirements of this section shall apply to the construction of new retail, office and institutional buildings which front on a transit street.

3. Development Standards.

    a. All buildings shall have at least one main building entrance oriented towards the transit street. A main building entrance is oriented toward a transit street if it is directly located on the transit street, or if it is linked to the transit street by an on-site pedestrian walkway that does not cross off-street parking or maneuvering areas.

    i. If the site has frontage on more than one transit street, or on a transit street and a street intersecting a transit street, the building shall provide one main building entrance oriented to the transit street or to the corner where the two streets intersect.

        ii. For building facades over three hundred feet in length on a transit street, two or more main building entrances shall be provided as appropriate and oriented towards the transit street.

    b. In the event a requirement of this section conflicts with other requirements in Title 17, the requirements of this section shall control.

4. Exemptions. The following permitted uses are exempted from meeting the requirements of subsection 3 of this section:

    a. Heavy equipment sales;

    b. Motor vehicle service stations, including convenience stores associated therewith; or

    c. Solid waste transfer stations.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.056 Additional standards for large retail establishments.

Retail building(s) occupying more than ten thousand gross square feet of floor area shall contribute to the establishment or enhancement of community and public spaces by providing at least two of the following:

A. Patio/seating area;

B. Pedestrian plaza with benches;

C. Transportation center;

D. Window shopping walkway;

E. Outdoor playground area;

F. Kiosk area, water feature;

G. Clock tower; or

H. Other such deliberately shaped area and/or a focal feature or amenity that, in the judgment of the appropriate decision maker, adequately enhances such community and public spaces. Any such areas shall have direct access to the public sidewalk network and such features shall not be constructed of materials that are inferior to the principle materials of the building and landscape.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.057 Multi-family usable open space requirements.

A. Intent. Creating areas of usable open space that are easily accessed by residents provides focal points for community recreation and interaction and adds to the overall quality of life for residents. Given the environmental and recreational benefits of common open space, it should be integrated purposefully into the overall design of a development and not merely be residual areas left over after buildings and parking lots are sited.

B. Open Space Required. All new multi-family developments in all zones shall provide usable open space.

1. In residential zones, each development shall provide a minimum of one hundred square feet of open space per dwelling unit.

2. In nonresidential, commercial and mixed-use zones, each development shall provide a minimum of fifty square feet of open space per dwelling unit.

3. Required setback areas shall not count toward the open space requirement unless setback areas are incorporated into spaces that meet all other requirements of this section.

4. Required open space areas may be counted towards both the open space requirements and the minimum landscaping requirements in OCMC 17.62.050.A, if the spaces meet the requirements of both sections.

C. Usable Open Space Types.

1. Common open spaces shall be accessible to all residents of the development and include landscaped courtyards, decks, gardens with pathways, children's play areas, common rooftop decks and terraces, and other multipurpose recreational or green spaces. Common open spaces may be used to meet one hundred percent of the usable open space requirement. Design standards:

a. Minimum dimensions for common open space shall be twelve feet with a minimum size of two hundred square feet for developments with twenty units or less, and twenty feet with a minimum size of four hundred square feet for developments with twenty-one or more units.

b. Common open space shall feature a mix of natural and recreational amenities to make the area more functional and enjoyable for a range of users. Sites with twenty units or less shall provide a minimum of two of the following amenities, and sites with twenty-one units or more shall provide a minimum of three of the following amenities and an additional amenity for every twenty units over forty, rounded up.

1. Landscaping areas.

2. Community gardening areas.

3. Large trees expected to reach over eighteen inches dbh at maturity.

4. Seating.

5. Pedestrian-scaled lighting.

6. Hard-surfaced pedestrian paths in addition to those required for internal pedestrian circulation.

7. Paved courtyard or plaza.

8. Gazebos or other decorative shelters.

9. Play structures for children.

10. Sports courts.

11. An alternative amenity as approved by the community development director.

    c. Common open space shall be separated from ground level windows, streets, service areas and parking lots with landscaping, low-level fencing, and/or other treatments as approved by the city that enhance safety and privacy for both the common open space and dwelling units.

    d. Common open space shall be accessible from the dwelling units and, as appropriate, from public streets and sidewalks. The space shall be oriented to encourage activity from local residents.

2. Private open space that is not open to all residents includes balconies, patios, and other outdoor multi-purpose recreational or green spaces. It may be used to meet up to fifty percent of the usable open space requirement.

    a. Minimum dimensions for private open space shall be five feet with a minimum size of forty square feet.

3. Indoor recreational space may be used to meet up to twenty-five percent of the usable open space requirement provided the space is:

    a. Accessible to all dwelling units.

    b. Designed for and includes equipment for a recreational use (e.g., exercise, group functions, etc.).

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.058 Additional public park and open space requirements in Thimble Creek Concept Plan Area—Nonresidential development.

A. New non-residential development creating new commercial or industrial space will contribute to the creation of the parks and open space within the Thimble Creek Concept Plan by contributing a fee in lieu to the city to support the acquisition and interim use of needed park and open space land within the concept plan boundary as follows:

    1. The fee in lieu will be set by the city commission and adopted yearly in the city's fee schedule. The fee shall only be used by the city for park, trail and open space acquisition and interim site development.

    2. The fee-in-lieu or other equivalent monetary contribution, approved by the community development director, must be paid prior to approval of the certificate of occupancy.

(Ord. No. 21-1006, § 1(Exh. A), 7-1-2020)

17.62.059 Additional public park and open space requirements in Thimble Creek Concept Plan Area—Residential development.

A. Each development within the Thimble Creek Concept Plan area that includes residential development must dedicate land for neighborhood parks and open space subject to the location requirement set forth in subsection D as follows:

    1. The minimum acreage of land dedicated for the South-Central Open Space-Neighborhood Park as provided in the following calculation: (2.6 persons per dwelling units) × (total number of dwelling units proposed) × (four acres)/(one thousand persons);

    2. The minimum amount of land in acres dedicated for the East Ridge-Thimble Creek Conservation Area shall be 7.5 acres; and

3. The entire acreage must be dedicated as part of the final plat or site plan development approval for the first phase of development.

B. If a larger area for a neighborhood park or open space is proposed than is required based on the per-unit calculation described in subsection A, for the south Central Open Space Neighborhood Park, the city must reimburse the applicant for the value of the amount of land that exceeds the required dedication based on the fee-in-lieu formula expressed in subsection C.

C. The city may accept a fee-in-lieu as an alternative to this dedication at its discretion or may require a fee-in-lieu if a suitable site meeting the criteria described in subsection D of these provisions is not available within the development site. The calculation of the fee-in-lieu or other monetary contributions must meet the following standards:

1. The amount of the fee in lieu of other monetary contributions shall be determined by a licensed, city selected appraiser retained by the applicant, who will value the excessive dedication assuming that zoning and other land use entitlement necessary for park and open space development are in place.

2. The fee-in-lieu or other monetary contribution shall be paid current with public dedication.

D. Neighborhood park and open space sites proposed for dedication must be located within the South-Central Open Space Network and East Ridge Thimble Creek Conservation Area Park locations as shown in Figure 17.62.059-1 and meet the following locational and development standards:

1. South Central Open Space-Neighborhood Park.

a. Thirty-foot ped/bikeway string along the east side of Center Parkway to be located in a shared-use path and will not be considered part of a pearl.

b. Up to four pearls of various sizes spread along the open space network.

c. Minimum sizes pearl: Two acres minimum.

d. Maximum size pearl: None.

e. Minimum combined size of all pearls: Ten acres.

f. Minimum average pearl width: Two hundred feet.

g. Minimum average pearl depth: Two hundred feet.

h. At least five acres to be developed with active recreation components.

i. The first pearl dedicated must be at least three acres in size.

2. East Ridge-Thimble Creek Conservation Area shall include:

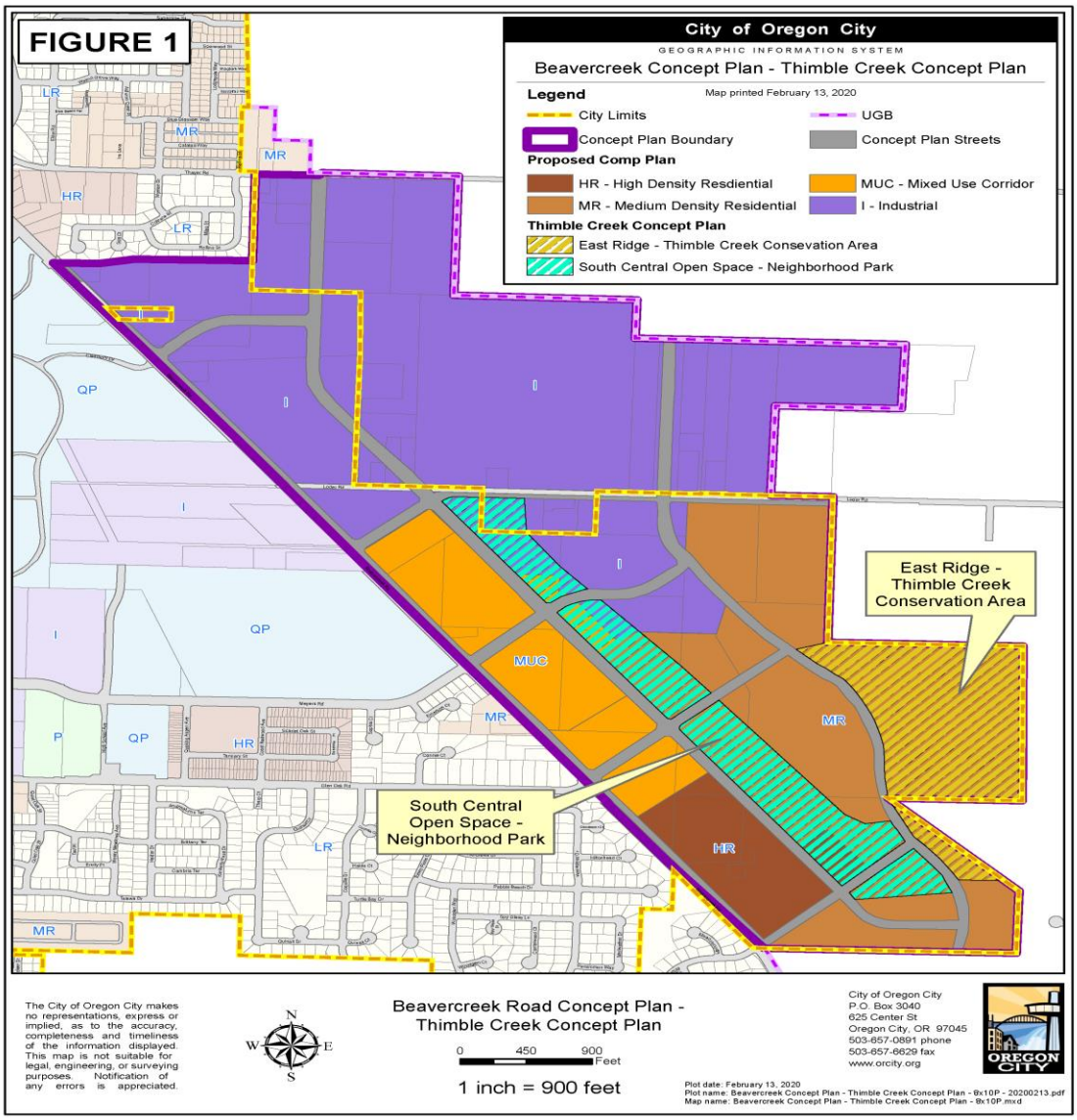
a. One-half of area between the Thimble Creek stream buffer and the four hundred ninety-foot elevation ridgeline to be open space;

b. Two public viewpoints separated by at least four hundred feet with a minimum size of .35 acre at less than ten percent slope for each viewpoint. One of the viewpoints must be visible from a passing vehicle on the Ridge Parkway;

c. Seven hundred-foot non-interrupted view corridor along the open space from the east edge of the Ridge Parkway; and

d. Provide a pedestrian-oriented forest trail from one view-point to another along the Ridge Parkway.

Figure 17.62.059-1



(Ord. No. 21-1006, § 1(Exh. A), 7-1-2020)

17.62.060 Reserved.

Editor's note(s)—Ord. No. 22-1001, § 1(Exh. A), adopted June 1, 2022, repealed § 17.62.060, which pertained to cluster housing and derived from Ord. No. 18-1009, adopted July 3, 2019; Ord. No. 19-1008, adopted December 18, 2019 and Ord. No. 21-1006, adopted July 1, 2020.

17.62.065 Outdoor lighting.

A. Purpose. The general purpose of this section is to require outdoor lighting that is adequate for safety and convenience; in scale with the activity to be illuminated and its surroundings; directed to the surface or activity to be illuminated; and designed to clearly render people and objects and contribute to a pleasant nighttime environment. Additional specific purposes are to:

1. Provide safety and personal security as well as convenience and utility in areas of public use or traverse, for uses where there is outdoor public activity during hours of darkness;
2. Control glare and excessive brightness to improve visual performance, allow better visibility with relatively less light, and protect residents from nuisance and discomfort;
3. Control trespass light onto neighboring properties to protect inhabitants from the consequences of stray light shining in inhabitants' eyes or onto neighboring properties;
4. Result in cost and energy savings to establishments by carefully directing light at the surface area or activity to be illuminated, using only the amount of light necessary; and
5. Control light pollution to minimize the negative effects of misdirected light and recapture views to the night sky.
6. Encourage energy efficient lighting with new technologies such as light emitting diodes (LED) or similar to reduce ongoing electrical demand and operating costs.

B. Applicability.

1. General.
   a. All exterior lighting for any type of commercial, mixed-use, industrial, institutional, or multi-family development shall comply with the standards of this section, unless excepted in subsection B.3.
   b. The city engineer or public works director shall have the authority to enforce these regulations on private property if any outdoor illumination is determined to present an immediate threat to the public health, safety and welfare.
2. Lighting Plan Requirement. All commercial, industrial, mixed-use, cottage housing and multi-family developments shall submit a proposed exterior lighting plan. The plan shall be submitted concurrently with the site plan. The exterior lighting plan shall include plans and specifications for streetlights, parking lot lights, and exterior building lights. The specifications shall include details of the pole, fixture height and design, lamp type, wattage, and spacing of lights.
3. Excepted Lighting. The following types of lighting are excepted from the requirements of this section:
   a. Residential lighting for single-family attached and detached homes, and duplexes.
   b. Public street and right-of-way lighting.
   c. Temporary decorative seasonal lighting provided that individual lamps have a light output of sixty watts or less.
   d. Temporary lighting for emergency or nighttime work and construction.
   e. Temporary lighting for theatrical, television, and performance areas, or for special public events.
   f. Lighting for a special district, street, or building that, according to an adopted municipal plan or ordinance, is determined to require special lighting aesthetics as part of its physical character.
   g. Lighting required and regulated by the Federal Aviation Administration.

C. Design and Illumination Standards.

1. Outdoor lighting, if provided, shall be provided in a manner that enhances security, is appropriate for the use, avoids adverse impacts on surrounding properties, and the night sky through appropriate shielding as defined in this section. Glare shall not cause illumination on other properties in excess of a measurement of 0.5 footcandles of light as measured at the property line.

2. Lighting shall be provided in parking lots, bicycle parking areas, and vehicular circulation areas.

3. Lighting shall be provided in pedestrian walkways, pedestrian plazas, and pedestrian circulation areas.

4. Lighting shall be provided at all building entrances.

5. With the exception of pedestrian scale lighting, all light sources shall be concealed or shielded with a full cut-off style fixture in order to minimize the potential for glare and unnecessary diffusion on adjacent property.

6. The maximum height of any lighting pole serving a multi-family residential use shall be twenty feet. The maximum height serving any other type of use shall be twenty-five feet, except in parking lots larger than five acres, the maximum height shall be thirty-five feet if the pole is located at least one hundred feet from any residential use.

7. Floodlights shall not be utilized to light all or any portion of a building facade between ten p.m. and six a.m.

8. Lighting on outdoor canopies shall be fully recessed into the canopy and shall not protrude downward beyond the ceiling of the canopy.

9. All outdoor light not necessary for security purposes shall be reduced, activated by motion sensor detectors, or turned off during non-operating hours.

10. Light fixtures used to illuminate flags, statues, or any other objects mounted on a pole, pedestal, or platform shall use a narrow cone beam of light that will not extend beyond the illuminated object.

11. For upward-directed architectural, landscape, and decorative lighting, direct light emissions shall not be visible above the building roofline.

12. No flickering or flashing lights shall be permitted, except for temporary decorative seasonal lighting.

13. Lighting for outdoor recreational uses such as ball fields, playing fields, tennis courts, and similar uses, are allowed a light post height up to eighty feet in height.

14. Main building entrances shall be well lighted and visible from any transit street. The minimum lighting level for building entries fronting on a transit street shall be three foot-candles.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.085 Refuse and recycling standards for commercial, industrial, office, institutional, and multi-family developments.

The purpose and intent of these provisions is to provide an efficient, safe and convenient refuse and recycling enclosure for the public as well as the local collection firm. All new development, change in property use, expansions, or exterior alterations to uses, other than single-family detached residential units, duplexes, triplexes, quadplexes, townhouses, cottage clusters or accessory dwelling units (ADUs), shall include a refuse and recycling enclosure. The area(s) shall be:

A. Fully enclosed and visually screened;

B. Located in a manner easily and safely accessible by collection vehicles;

C. Located in a manner so as not to hinder travel lanes, walkways, streets or adjacent properties;

D. On a level, hard surface designed to discharge surface water runoff and avoid ponding;

E. Maintained by the property owner;

F. Used only for purposes of storing solid waste and recyclable materials;

G. Designed in accordance with applicable sections of the Oregon City Municipal Code (including OCMC 8.20, Solid Waste Collection and Disposal) and city adopted policies.

Enclosures are encouraged to be sized appropriately to meet the needs of current and future tenants and designed with sturdy materials which are compatible to the primary structure(s).

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.090 Implementation.

A. Applications for site plan and design review shall be reviewed in the manner provided in OCMC 16.12 and 17.50. The building official may issue a certificate of occupancy only after the improvements required by site plan and design review approval have been completed, or a schedule for completion and a bond or other financial guarantee have been accepted by the city.

B. In performing site plan and design review, the review authority shall consider the effect of additional financial burdens imposed by such review on the cost and availability of needed housing types. Consideration of such factors shall not prevent the imposition of conditions of approval found necessary to meet the requirements of this section. The cost of such conditions of approval shall not unduly increase the cost of housing beyond the minimum necessary to achieve the provisions of this title, nor shall such cost prevent the construction of needed housing types.

C. The site plan and design review provisions of this chapter shall not be applied to reduce the density or height of an application for a development project that reserves at least seventy-five percent of the gross floor area for housing where the proposed density or height is at or below what is allowed in the base zone, except in the following situations:

1. Where the reduction in density is required for development subject to historic overlay provision in OCMC 17.40; or

2. Where the reduction in density is necessary to resolve a health, safety or habitability issue, or to comply with the natural resource overlay district regulations of OCMC 17.49, the geologic hazard overlay district regulations of OCMC 17.44, or the floodplain management overlay district regulations of OCMC 17.42 or steep slope regulations.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

Chapter 17.04 DEFINITIONS

[Note: the following is a list of new or amended definitions intended to implement CFEC code requirements) – these definitions will be numbered in the Municipal Code when codified.]

Change of Use

"Change of Use" means a type of development in which the principal use for an existing site or building is changed to a new different use, but not including a change of ownership, tenancy, or management where the previous nature of the use, line of business, or other function is substantially unchanged. A change of use may or may not require land use approval depending on the scale and type of use proposed. For example, if an existing warehouse in an industrial zone were to be converted to a manufacturing facility, and both the existing and the proposed use are permitted in the zone, a change of use is occurring, however, land use review would be limited to only the aspects of the use that are changing. See also definition for "Development".

Electrical Service Capacity

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;

(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; or

(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; and

(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to parking spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

Electric vehicle charging station

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

Frequent Transit Corridor

"Frequent Transit Corridor" means:

(a) Priority transit corridors designated under OAR 660-012-0710; or
(b) Corridors with transit service arriving with a scheduled frequency of at least four times an hour during peak service; or
(c) If no corridor qualifying under subsection (b), corridors with the most frequent transit service in the community if the scheduled frequency is at least once per hour during peak service.

Level 2 electric vehicle charging station

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

Mixed Use Development

"Mixed Use Development" means

Existing language in code: "more than one type of land use occupies a single structure or parcel of land."

or:

The development of a single property, or contiguous properties under single ownership, with a building or buildings which comprise two or more different land uses including residential, office, retail, recreational, light industrial, institutional, and other listed uses where permitted.

New Parking Lot

"New parking lot" or space means any of the following:

(a) New parking lot area or space where no parking previously existed.

(b) Removal and replacement of pavement and subgrade of existing parking areas greater than six inches deep (6").

(c) The term new parking lot does not apply to crack and chip sealing, patching, repaving over existing subgrade or selective repair of damaged areas less than six inches (6").

New Parking lot area.

"New parking lot area" means all surface area on which a vehicle can drive, including all parking stalls, all drives and drive-through lanes within the property regardless of length, and all maneuvering areas regardless of depth. New parking lot area does not include areas not used by passenger vehicles such as loading areas or outdoor storage.

Oregon City Regional Center

Oregon City Regional Center means the area indicated on the adopted Regional Center Map for downtown and North End Areas of the City that implements the Metro Region 2040 Center Concept for Oregon City. The Regional Center spans the area from the former paper mill to Clackamette Cove and the intersection of OR-213 / I-205 / OR 99E, from the banks of the Willamette and Clackamas Rivers to the bluff, and areas on both sides of McLoughlin Boulevard. The majority of the Oregon City Regional Center is zoned Mixed Use Downtown, although other zone districts are present within the boundary of the Regional Center.

Oregon Residential Reach Code

"Oregon Residential Reach Code" means a statewide optional energy construction standard approved by the Building Codes Division. It is separate from the state building code and applicable at the designer's and contractor's discretion.

Small scale mobility device

"Small scale mobility device" means electric bicycles, electric scooters, and other personal electric assistive mobility devices such as electric wheelchairs.

Surface Parking

"Surface Parking" means the area measured around the perimeter of all new parking spaces, maneuvering areas, and interior landscaping.

Underused parking

"Underused parking" means parking lots or facilities that are below 50% of capacity most or all of the time.

17.04.595 Institutional development.

"Institutional development" includes all public, semi-public and private community facilities and uses, including government office and maintenance facilities, educational facilities, research institutions, correctional institutions, museums, libraries, stadiums, hospitals, residential facilities, auditoriums and convention or meeting halls, churches, parks and public recreational facilities, automobile parking structures, and other similar facilities and uses.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.08.025 Conditional uses.

The following uses are permitted in the R-10, R-8 and R-6 districts when authorized by and in accordance with the standards contained in OCMC 17.56:

A. Golf courses, except miniature golf courses, driving ranges or similar commercial enterprises;

B. Bed and breakfast inns/boarding houses;

C. Cemeteries, crematories, mausoleums and columbariums;

D. Child care centers and nursery schools;

E. Emergency service facilities (police and fire), excluding correctional facilities;

F. Residential facilities;

G. Private and/or public educational or training facilities;

H. Public utilities, including sub-stations (such as buildings, plants and other structures);

I. Religious institutions;

J. Assisted living facilities; nursing homes and group homes for over fifteen patients.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.10.025 Conditional uses.

The following uses are permitted in the R-5 and R-3.5 districts when authorized by and in accordance with the standards contained in OCMC 17.56:

A. Golf courses, except miniature golf courses, driving ranges or similar commercial enterprises;

B. Bed and breakfast inns/boarding houses;

C. Cemeteries, crematories, mausoleums and columbariums;

D. Child care centers and nursery schools;

E. Emergency service facilities (police and fire), excluding correctional facilities;

F. Residential facilities;

G. Private and/or public educational or training facilities;

H. Public utilities, including sub-stations (such as buildings, plants and other structures);

I. Religious institutions;

J. Assisted living facilities; nursing homes and group homes for over fifteen patients;

K. Live/work dwellings.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019)

17.12.020 Permitted uses.

Permitted uses in the R-2 district are:

A. Accessory dwelling units for existing single-family detached residential units constructed prior to the effective date of the ordinance codified in this chapter;

B. Duplexes;

C. Triplexes;

D. Quadplexes;

E. Townhouses;

F. Multi-family residential;

G. Cottage clusters;

H. Residential facilities;

I. Accessory buildings;

J. Parks, playgrounds, playfields and community or neighborhood centers;

K. Home occupations;

L. Family day care providers;

M. Temporary real estate offices in model homes located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed;

N. Management and associated offices and buildings necessary for the operations of a multi-family residential development;

O. Transportation facilities.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.29.020 Permitted uses—MUC-1 and MUC-2.

A. Banquet, conference facilities and meeting rooms.

B. Bed and breakfast/boarding houses, hotels, motels, and other lodging facilities.

C. Child care centers and/or nursery schools.

D. Indoor entertainment centers and arcades.

E. Health and fitness clubs.

F. Medical and dental clinics, outpatient; infirmary services.

G. Museums, libraries and cultural facilities.

H. Offices, including finance, insurance, real estate and government.

I. Outdoor markets, such as produce stands, craft markets and farmers markets that are operated on the weekends and after six p.m. during the weekday.

J. Postal services.

K. Parks, playgrounds, playfields and community or neighborhood centers.

L. Repair shops, for radio and television, office equipment, bicycles, electronic equipment, shoes and small appliances and equipment.

M. Multi-family residential, triplexes and quadplexes.

N. One or two dwelling units in conjunction with a nonresidential use, provided that the residential use occupies no more than fifty percent of the total square footage of the development.

O. Restaurants, eating and drinking establishments without a drive-through.

P. Services, including personal, professional, educational and financial services; laundry and dry-cleaning.

Q. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies, specialty stores, marijuana, and similar, provided the maximum footprint for a stand-alone building with a single store or multiple buildings with the same business does not exceed sixty thousand square feet.

R. Seasonal sales.

S. Residential facilities, assisted living facilities; nursing homes and group homes for over fifteen patients licensed by the state.

T. Studios and galleries, including dance, art, photography, music and other arts.

U. Utilities: Basic and linear facilities, such as water, sewer, power, telephone, cable, electrical and natural gas lines, not including major facilities such as sewage and water treatment plants, pump stations, water tanks, telephone exchanges and cell towers.

V. Veterinary clinics or pet hospitals, pet day care.

W. Home occupations.

X. Research and development activities.

Y. Temporary real estate offices in model dwellings located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed.

Z. Transportation facilities.

AA. Live/work dwellings.

BB. Accessory dwelling unit in conjunction with a legally established non-conforming single-family dwelling.

CC. Duplex.

DD. After-hours public parking.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 13-1003, § 1(Exh. 1), 7-17-2013; Ord. No. 13-1017, § 1(Exh. 1), 4-16-2014; Ord. No. 16-1008, § 1(Exh. A), 10-19-2016, ballot 11-8-2016; Ord. No. 18-1005, § 1(Exh. A), 5-2-2018; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.34.020 Permitted uses.

Permitted uses in the MUD district are defined as:

A. Banquet, conference facilities and meeting rooms;

B. Bed and breakfast/boarding houses, hotels, motels, and other lodging facilities;

C. Child care centers and/or nursery schools;

D. Indoor entertainment centers and arcades;

E. Health and fitness clubs;

F. Medical and dental clinics, outpatient; infirmary services;

G. Museums, libraries and cultural facilities;

H. Offices, including finance, insurance, real estate and government;

I. Outdoor markets, such as produce stands, craft markets and farmers markets that are operated on the weekends and after six p.m. during the weekday;

J. Postal services;

K. Repair shops, for radio and television, office equipment, bicycles, electronic equipment, shoes and small appliances and equipment;

L. Multi-family residential, triplexes and quadplexes;

M. One or two units in conjunction with a nonresidential use provided that the residential use occupies no more than fifty percent of the total square footage of the development;

N. Restaurants, eating and drinking establishments without a drive-through;

O. Services, including personal, professional, educational and financial services; laundry and dry-cleaning;

P. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies, specialty stores provided the maximum footprint of a freestanding building with a single store does not exceed sixty thousand square feet (a freestanding building over sixty thousand square feet is allowed as long as the building contains multiple stores);

Q. Seasonal sales;

R. Residential facilities, assisted living facilities; nursing homes and group homes for over fifteen patients licensed by the state;

S. Studios and galleries, including dance, art, photography, music and other arts;

T. Utilities: Basic and linear facilities, such as water, sewer, power, telephone, cable, electrical and natural gas lines, not including major facilities such as sewage and water treatment plants, pump stations, water tanks, telephone exchanges and cell towers;

U. Veterinary clinics or pet hospitals, pet day care;

V. Home occupations;

W. Research and development activities;

X. Temporary real estate offices in model dwellings located on and limited to sales of real estate on a single piece of platted property upon which new residential buildings are being constructed;

Y. Transportation facilities;

Z. Live/work dwellings;

AA. After-hours public parking;

BB. Marinas;

CC. Religious institutions;

DD. Mobile food units outside of the downtown design district.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.35.030 Conditional uses.

The following uses are permitted in this district when authorized and in accordance with the process and standards contained in OCMC 17.56:

A. Emergency services;

B. Hospitals;

C. Assisted living facilities; nursing homes, residential facilities and group homes for over fifteen patients;

D. Parking not in conjunction with a primary use on private property, excluding after-hours public parking;

E. Retail trade, including grocery, hardware and gift shops, bakeries, delicatessens, florists, pharmacies and specialty stores in a freestanding building with a single store exceeding forty thousand square feet;

F. Public facilities such as sewage and water treatment plants, water towers and recycling and resource recovery centers;

G. Industrial uses including food and beverage production, design, light manufacturing, processing, assembly, packaging, fabrication and treatment of products made from previously prepared or semi-finished materials that exceed sixty thousand square feet;

H. Public utilities and services such as pump stations and sub-stations;

I. Stadiums and arenas.

(Ord. No. 14-1016, § 1(Att. B), 11-5-2014; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

Chapter 17.52 OFF-STREET PARKING AND LOADING[1]

17.52.005 Purpose

The purpose of this chapter is…

A. To ensure that off-street parking is well-designed, efficiently used and compatible with adjacent land uses and the transportation system, and provides safe internal circulation for temporary parking of vehicles, pedestrians, bicycles, small scale mobility devices and transit needs;

C. To regulate the number of spaces, access, dimensions, tree canopy, landscaping, surfacing and drainage of parking areas;

D. To provide incentives for repurposing, reusing and reducing underused and unneeded parking areas and impervious areas used for parking.

CFEC Requirement

N/A

Explanation

Although not required for CFEC compliance, this adds a purpose statement to clarify the chapter's intent. The "Applicability" section below should remain a distinct section from the "Purpose" section.

17.52.010 Applicability.

The construction of a new structure or parking lot, or alterations to the size or use of an existing structure, parking lot or property use shall require site plan review approval and compliance with this chapter. This chapter does not apply to residential developments including single-family detached residential dwellings, duplexes, townhouses, tri- or 3-plexes, quad- or 4-plexes, and cottage clusters. Multi-family and commercial mixed-use development with five or more units shall demonstrate compliance with these standards through the Site Plan and Design Review process per OCMC 17.62.

[1]Editor's note(s)—Ord. No. 18-1009, § 1(Exh. A), adopted July 3, 2019, amended Chapter 17.52 in its entirety to read as herein set out. Former Chapter 17.52, §§ 17.52.010—17.52.090, pertained to similar subject matter, and derived from Ord. No. 10-1003, adopted July 7, 2010; Ord. No. 13-1003, adopted July 17, 2013; Ord. No. 14-1016, adopted November 5, 2014 and Ord. No. 18-1005, adopted May 2, 2018.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Oregon City complies per OCMC 17.52.010 – Applicability, but this addition now expressly mentions triplex and 4-plexes for clarity.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.52.015 Planning commission adjustment of parking standards.

A. Purpose. The purpose of permitting a planning commission adjustment to parking standards is to provide for flexibility in modifying parking standards in all zoning districts, without permitting an adjustment that would adversely impact the surrounding or planned neighborhood. Adjustments provide flexibility to those uses which may be extraordinary, unique, or provide greater flexibility for areas that can accommodate a denser development pattern based on existing infrastructure and ability to access the site by means of walking, biking or transit. An adjustment to a minimum parking standard may be approved based on a determination by the planning commission that the adjustment is consistent with the purpose of this code, and the approval criteria can be met.

B. Procedure. A request for a planning commission parking adjustment shall be initiated by a property owner or authorized agent by filing a land use application. The application shall be accompanied by a site plan, drawn to scale, showing the dimensions and arrangement of the proposed development and parking plan, the extent of the adjustment requested along with findings for each applicable approval criteria. A request for a parking adjustment shall be processed as a Type III application as set forth in Chapter 17.50.

C. Approval criteria for the adjustment are as follows:

1. Documentation. The applicant shall document that the individual project will require an amount of parking that is different from that required after all applicable reductions have been taken.

2. Parking Analysis for Surrounding Uses and On-Street Parking Availability. The applicant shall show that there is a continued fifteen percent parking vacancy in the area adjacent to the use during peak parking periods and that the applicant has permission to occupy this area to serve the use pursuant to the procedures set forth by the community development director.

a. For the purposes of demonstrating the availability of on street parking as defined in OCMC 17.52.020.B.3, the applicant shall undertake a parking study during time periods specified by the community development director. The time periods shall include those during which the highest parking demand is anticipated by the proposed use. Multiple observations during multiple days shall be required. Distances are to be calculated as traversed by a pedestrian that utilizes sidewalks and legal crosswalks or an alternative manner as accepted by the community development director.

b. The on-site parking requirements may be reduced based on the parking vacancy identified in the parking study. The amount of the reduction in on-site parking shall be calculated as follows:

i. Vacant on-street parking spaces within three hundred feet of the site will reduce on-site parking requirements by 0.5 parking spaces; and

ii. Vacant on-street parking spaces between three hundred and six hundred feet of the site will reduce on-site parking requirements by 0.2 parking spaces.

3. Function and Use of Site. The applicant shall demonstrate that modifying the amount of required parking spaces will not significantly impact the use or function of the site and/or adjacent sites.
4. Compatibility. The proposal is compatible with the character, scale and existing or planned uses of the surrounding neighborhood.
5. Safety. The proposal does not significantly impact the safety of adjacent properties and rights-of-way.
6. Services. The proposal will not create a significant impact to public services, including fire and emergency services.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.020 Number of automobile spaces.

A. Exemptions. The City shall not require a minimum number of parking spaces in the following situations.

1. Residential developments with more than one unit on a single Lot of Record as defined by 17.04.695.
2. Developments on a lot or parcel that includes lands within one-half (1/2) mile walking distance of a frequent transit corridor.
3. Per OAR 660-012-0435, no off-street parking is required within the Oregon City Regional Center, and within one-quarter mile of the Oregon City Regional Center.
4. Facilities and homes designed to serve people with psychosocial, physical, intellectual or developmental disabilities, including but not limited to a: residential care facility, residential training facility, residential treatment facility, residential training home, residential treatment home, and conversion facility as defined in ORS 443.400;
5. Child care facility as defined in ORS 329A.250;
6. Residential units smaller than 750 square feet;
7. Single-room occupancy housing;
8. Affordable housing as defined in OAR 660-039-0010;
9. Publicly supported housing as defined in ORS 456.250;
10. Emergency and transitional shelters for people experiencing homelessness; and
11. Domestic violence shelters.
12. Change of use of or redevelopment of buildings vacant for more than two years provided the applicant provides evidence that the building was vacant for two years prior to the date of application/permit submittal.
13. Change of use or redevelopment where at least 50 percent of the building floor area is retained.
14. Expansion of existing businesses provided that the cumulative expansion within one calendar year does not exceed 30 percent of the existing building footprint.
15. Designated historic buildings and landmarks pursuant to OCMC 17.40.030 – Historic Overlay District.
16. Commercial properties with fewer than ten (10) on-site employees or 3,000 square feet of floor space.
17. Developments built under the Oregon Residential Reach Code.
18. Developments seeking certification under any Leadership in Energy and Environmental Design (LEED) rating system.
19. Schools as defined in OCMC 17.04

20. Bars and taverns
21. Mixed-use development.
22. A change in use within an existing habitable building located in the MUD design district or the Willamette Falls Downtown District is exempt from additional parking requirements. Additions to an existing building and new construction that do not constitute cumulative expansion more than 30% within one calendar year are required to meet the minimum parking requirements for the areas as specified in Table 17.52.020 for the increased square footage.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

The new exemption section implements the majority of CFEC requirements in OAR 660-012-0425 and 660-012 0430 into one part of the code, although there is some redundancy with Table 17.52.020 which displays minimum and maximum parking by specific use in a tabular format. References to "minimum" and "required" parking have been removed in accordance with CFEC guidance, where needed.

B. Where new parking is proposed the number of parking spaces shall comply with the minimum and maximum ratio listed in Table 17.52.020. The maximum parking requirements are based on spaces per one thousand square feet net leasable area unless otherwise stated.

Table 17.52.020

Land Use	Minimum and Maximum Parking	
	Minimum	Maximum
Bars and taverns	Not required	
Cottage cluster	Not required	
Multi-family residential(no studio units)	1.00 per unit	2 per unit
Multi-family residential, studio unit or one-bedroom	Not required	1.2 per unit
Triplex and quadplex	Not required	4
Hotel, motel	1.0 per guest room	1.25 per guest room
Correctional Institution	1 per 7 beds	1 per 5 beds
Senior housing, including congregate care, residential care and assisted living facilities; nursing homes and other types of group homes	Not required	1 per 5 beds
Hospital	2.00	4.00
Preschool nursery/kindergarten	Not required	3.00
Elementary/middle school	Not required	1 per classroom + 1 per administrative employee + 0.25 per seat in auditorium/assembly room/stadium
High school, college, commercial school for adults	Not required	0.30 per # staff and students
Auditorium, meeting room, stadium, religious assembly building, movie theater	.25 per seat	0.5 per seat

Retail store, shopping center, restaurants	4.10	5.00
Office	2.70	3.33
Medical or dental clinic	2.70	3.33
Sports club, recreation facilities	Case specific	5.40
Storage warehouse, freight terminal	0.30	0.40
Manufacturing, wholesale establishment	1.60	1.67
Light industrial, industrial park	1.3	1.60

1. Mixed Uses. Unless exempt under (A), in the event several land uses occupy a single structure or parcel of land, the total requirements for off-street parking shall be the sum of the requirements of the several uses computed separately.
2. Requirements for types of buildings and uses not specifically listed herein shall be determined by the community development director, based upon the requirements of comparable uses listed.
3. Where calculation in accordance with the above list results in a fractional space, any fraction less than one-half shall be disregarded and any fraction of one-half or more shall require one space.
4. Fleet vehicle parking shall be accommodated within the maximum parking ratio, except that in GI, CI, and MUE zones, fleet vehicle parking may be included in a parking lot in addition to the maximum number of permitted parking spaces.
5. For land uses with more than 65,000 square feet of floor area, surface parking may not consist of more area than the floor area of the building.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

Table 17.52.020 displays minimum and maximum parking by specific use in a tabular format. References to “minimum” and “required” parking have been removed in accordance with CFEC guidance, where needed.

C. Parking requirements can be met on-site or off-site through one or more of the following options:

1. Parking may be located on the same site as the associated use which it is supporting.
2. Mixed Uses. If more than one type of land use occupies a single structure or parcel of land and the uses operate on different days or at different times of the day the total requirements may be reduced accordingly.
3. Shared Parking. Provision of shared parking shall be permitted in order to meet parking requirements. Shared parking facilities for two or more uses, structures, or parcels of land shall provide sufficient proof of the right of joint use in a form acceptable to the Community Development Director.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Shared parking is currently addressed within OCMC 17.52.20(B)(3) as a permissible path to meet parking requirements. This can be kept as-is for the area where parking requirements will be retained. However, more general language will be needed establishing the permissibility of shared parking. Potential language follows.

"Parking facilities for two or more uses, structures, or parcels of land may be shared, provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument authorizing the joint use."

4. On-Street Parking. On-street parking may be counted toward on-site parking when it is on the street face abutting the subject land use. An on-street parking space shall not obstruct a required clear vision area and it shall not violate any law or street standard. On-street parking for commercial uses requesting this shall conform to the following standards:

   a. Dimensions. The following constitutes one on-street parking space:

      i. Parallel parking: Twenty-two feet of uninterrupted and available curb;

      ii. Forty-five and/or sixty-degree diagonal parking: Fifteen feet of curb;

      iii. Ninety-degree (perpendicular) parking: Twelve feet of curb.

   iv. Public Use Required for Credit. On-street parking spaces counted toward meeting the parking requirements of a specific use shall not be used exclusively by that use, but shall be available for general public use at all times. Signs or other actions that limit general public use of on-street spaces are prohibited.

   b. The public works director shall allow conversion of on-street parking spaces to other uses including bicycle parking, mini-parks, tree canopy, wind and solar power, transit-oriented facilities and pedestrian enhancement projects when consistent with public works standards and policies and in accordance with OCMC chapters 12.04, 12.08, and 16.12

5. Garage parking spaces and driveways at least 20 feet deep shall count towards off-street parking.

6. Off-site parking. Required parking spaces may be provided offsite, within 2,000 feet pedestrian travel of a site. If any non-loading parking is provided on site, all required parking for people with disabilities shall be on site. If all parking is offsite, parking for people with disabilities must be located within the shortest possible distance of an accessible entrance via an accessible path and no greater than 200 feet from that entrance.

CFEC Requirement

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

Explanation

Adds two new prescriptive requirements to comply with CFEC addressing explicitly counting driveway spaces and garages towards parking.

Additional revisions were required in response to comments from DLCD to remove language inconsistent with the rule. DLCD considers land use regulations to be compliant with the 'facilitate' provision of this rule if the shared parking process does not involve applicability limitations, approval criteria, or an application process that discourages shared parking through unreasonable cost or delay.

C. Reduction of the Number of the Minimum Automobile Spaces Required. Any combination of the reductions below is permitted unless otherwise noted. The reductions may be cumulative and not capped.

1.. Tree Preservation. The community development director may grant an adjustment to any standard of this requirement provided that the adjustment preserves any tree greater than 20 inches in diameter so that the reduction in the amount of required pavement can help preserve existing healthy trees in an undisturbed, natural condition.

2.. Transportation Demand Management. The community development director shall reduce the required number of parking stalls up to twenty-five percent when a parking-traffic study prepared by a traffic engineer demonstrates alternative modes of transportation, including transit, bicycles, and walking, and/or special characteristics of the customer, client, employee or resident population will reduce expected vehicle use and parking space demand for this development, as compared to standard Institute of Transportation Engineers vehicle trip generation rates and further that the transportation demand management program promotes or achieves parking utilization lower than minimum city parking requirements.

A transportation demand management (TDM) program shall be developed to include strategies for reducing vehicle use and parking demand generated by the development and will be measured annually. If, at the annual assessment, the city determines the plan is not successful, the plan may be revised. If the city determines that no good-faith effort has been made to implement the plan, the city may take enforcement actions.

3. Parking stalls may be reduced by up to ten percent when the subject property is adjacent to an existing or planned fixed public transit route or within one thousand feet of an existing or planned transit stop.

4. Parking shall be reduced by one off-street parking space for each three kilowatts of capacity in solar panels or wind power that will be provided in a development.

5. Parking shall be reduced by one off-street parking space for each dedicated car sharing parking space in a development. These spaces shall be clearly signed or marked appropriately.

6. Parking mandates shall be reduced by two off-street parking spaces for every electric vehicle charging station provided in a development.

7. Parking mandates shall be reduced by one off-street parking space for every two units in a development that are fully accessible to people with mobility disabilities.

CFEC Requirement

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

Explanation

This is largely self-explanatory, and the additions are prescriptive. One could use the term "receive credit for" as an alternative to "shall be reduced by" in the context of this section.

Additional revisions were required in response to comments from DLCD for consistency with state rules.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.52.025 Reuse and redevelopment of parking allowed

A. Purpose. The purpose of this section is to encourage other beneficial uses within parking areas, especially in situations where parking is underused as defined in OCMC 17.04.

B. Property owners shall be allowed to redevelop, remove, reuse and repurpose any portion of any existing off-street parking areas for bicycle-oriented, pedestrian-oriented or transit supportive facilities including but not limited to bicycle parking, bus stops and pull-outs, transit shelters, and park and ride stations. These requests may be approved through the Type I Site Plan and Design Review application process in OCMC 17.62.030.

C. In applying (A) and (B) above, property owners shall be permitted to reduce existing mandated minimum parking, access for emergency vehicles must be retained, and adequate parking for loading areas shall be consistent pursuant to OCMC 17.52.090 – Loading Areas.

CFEC Requirement

Allow redevelopment of a portion of a parking lot for bike or transit uses (660-012-0405(1)(b))

Allow and encourage redevelopment of underused parking (660-012-0405(2))

Explanation

This is largely self-explanatory, and the additions are prescriptive. The current code does not clearly articulate redevelopment of parking for bike or transit uses. New language added to the code to explicitly allow for this to allow redevelopment of any portion of any parking area, and to allow redevelopment of underused parking. The City can still require review for new or expanded uses or structures.

A definition of "underused parking" will be added to 17.04 to provide clarity; "parking lots or facilities that are below 50% of capacity most or all of the time."

Additional revisions were required in response to comments from DLCD to clarify that redevelopment of any portion of any parking area is permitted, not just 'underused' parking, and to specifically allow reductions below minimums.

17.52.030 Standards for automobile parking.

A. Access. Ingress and egress locations on public thoroughfares shall be located in the interests of public traffic safety and meet requirements of OCMC 16.12.035. Groups of more than four parking spaces shall be so

located and served by driveways so that their use will require no backing movements or other maneuvering within a street right-of-way other than an alley.

B. Surfacing. Required off-street parking spaces and access aisles shall have paved surfaces adequately maintained. The use of pervious asphalt/concrete and alternative designs that reduce stormwater runoff and improve water quality pursuant to the city's stormwater and low impact development design standards are encouraged.

C. Drainage. Drainage shall be designed in accordance with the requirements of OCMC 13.12 and the city public works stormwater and grading design standards.

D. Dimensional Standards.

1. Requirements for parking developed at varying angles are according to the table included in this section. A parking space shall not be less than seven feet in height when within a building or structure, and shall have access by an all-weather surface to a street or alley. Parking stalls in compliance with the American with Disabilities Act may vary in size in order to comply with the building division requirements. Up to thirty-five percent of the parking shall be compact, while the remaining required parking stalls may be designed to standard dimensions. The community development director may approve alternative dimensions for parking stalls which comply with the intent of this chapter.

2. Alternative Parking/Plan. Any applicant may propose an alternative parking plan. Such plans are often proposed to address physically constrained or smaller sites, however innovative designs for larger sites may also be considered. In such situations, the community development director may approve an alternative parking lot plan with variations to parking dimensions of this section. The alternative shall be consistent with the intent of this chapter and shall create a safe space for automobiles and pedestrians while providing landscaping of the quantity and quality found within standard parking lot landscaping requirements.

CFEC Requirement

N/A.

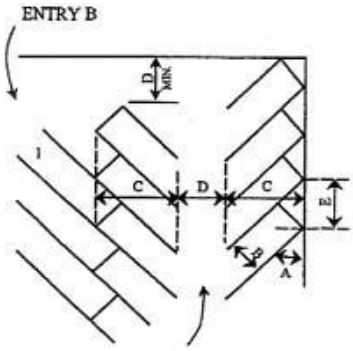
Explanation

Revisions for clarification. Staff will continue to review any parking, if required, for compliance with applicable dimensional standards.

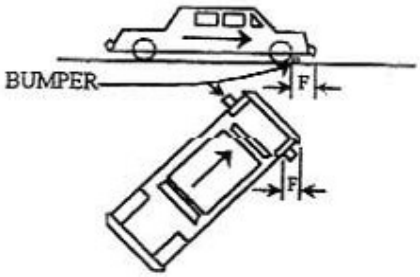
Parking Standard
Parking Angle Space Dimensions

A Parking Angle		B Stall Width	C Stall to Curb	D Aisle Width	E Curb Length	F Overhang
0 degrees		8.5	9.0	12	20	0
30 degrees	Standard Compact	9' 8'	17.3' 14.9'	11' 11'	18' 16'	
45 degrees	Standard Compact	8.5 8.5	19.8' 17.0'	13' 13'	12.7' 11.3'	1.4
60 degrees	Standard Compact	9' 8'	21' 17.9'	18' 16'	10.4' 9.2'	1.7
90 degrees	Standard Compact	9' 8'	19.0' 16.0'	24' 22'	9' 8'	1.5

All dimensions are to the nearest tenth of a foot.



TYPICAL PARKING LAYOUT
ENTRY A



NOTE: SPACE 1 CONTINGENT UPON ENTRY B
OVERHANG

NOTE: Overhang dimensions are intended to indicate possible location from parking area edge for location of bumpers.

E. Carpool and Vanpool Parking.

1. Designated employee parking areas in new developments with fifty (50) or more parking spaces, and new hospitals, government offices, group homes, nursing and retirement homes, schools and transit park-and-ride facilities with fifty or more parking spaces, shall designate at least five percent, but not fewer than two, of those spaces for exclusive carpool and vanpool parking. The required carpool and vanpool parking spaces shall be located closer to the main employee, student or commuter entrance than all other employee, student or commuter parking spaces with the exception of ADA accessible parking spaces. The carpool/vanpool spaces shall be clearly marked or signed "Reserved — Carpool/Vanpool Only."

2. The standards in E(1) shall not apply to projects where seventy-five percent or more of the floor area is residential.

CFEC Requirement

Preferential placement of carpool/vanpool parking (660-012-0405(1)(a)).

Explanation

OCMC 17.52.030(E) currently requires preferential parking for carpools/vanpools for many developments. Oregon City's requirements meet or exceed those from the new OAR, which is limited in applicability to only "designated employee areas." However, the threshold for applicability for these new parking areas is 50 spaces, so the OCMC will need to be slightly updated to meet this.

Additional revisions were required in response to comments from DLCD to clarify applicability to designated employee parking areas .

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.040 Bicycle parking standards.

A. Purpose—Applicability. To encourage bicycle transportation to help reduce principal reliance on the automobile, and to ensure bicycle safety and security, bicycle parking shall be provided in conjunction with all uses other than exclusively residential use with less than five dwellings on-site (excluding cottage clusters).

B. Number of Bicycle Spaces Required. For any use not specifically mentioned in Table A, the bicycle parking requirements shall be the same as the use which, as determined by the community development director, is most similar to the use not specifically mentioned. Calculation of the number of bicycle parking spaces required shall be determined in the manner established in OCMC 17.52.020 for determining automobile parking space requirements. Modifications to bicycle parking requirements may be made through the site plan and design, conditional use, or master plan review process.

Table A Required Bicycle Parking Spaces*

Where two options for a requirement are provided, the option resulting in more bicycle parking applies. Where a calculation results in a fraction, the result is rounded up to the nearest whole number.

Use	Minimum Bicycle Parking	Minimum Bicycle Parking — Covered —
Multi-family (five or more units)	1 per 2 units (minimum of 2)	0.5 spaces per unit (minimum of 1)
Mixed-use with five or more residential units	1 per 2 units (minimum of 2)	0.5 spaces per unit (minimum of 1)
Correctional institution	1 per 15 auto spaces (minimum of 2)	30% (minimum of 1)
Nursing home or care facility	1 per 30 auto spaces (minimum of 2)	30% (minimum of 1)
Hospital	1 per 20 auto spaces (minimum of 2)	30% (minimum of 1)
Park-and-ride lot	1 per 5 auto spaces (minimum of 2)	50% (minimum of 1)
Transit center	1 per 5 auto spaces (minimum of 2)	50% (minimum of 1)
Parks and open space	1 per 10 auto spaces (minimum of 2)	0%
Public parking lots	1 per 10 auto spaces (minimum of 2)	50% (minimum of 1)

Automobile parking structures	1 per 10 auto spaces (minimum of 4)	80% (minimum of 2)
Religious institutions, movie theater, auditorium or meeting room	1 per 10 auto spaces (minimum of 2)	30% (minimum of 1)
Libraries, museums	1 per 5 auto spaces (minimum of 2)	30% (minimum of 1)
Preschool, nursery, kindergarten	2 per classroom (minimum of 2)	50% (minimum of 1)
Elementary	4 per classroom (minimum of 2)	50% (minimum of 1)
Junior high and High school	2 per classroom (minimum of 2)	50% (minimum of 2)
College, business/commercial schools	2 per classroom (minimum of 2)	50% (minimum of 1)
Swimming pools, gymnasiums, ball courts	1 per 10 auto spaces (minimum of 2)	30% (minimum of 1)
Retail stores and shopping centers	1 per 20 auto spaces (minimum of 2)	50% (minimum of 2)
Retail stores handling exclusively bulky merchandise such as automobile, boat or trailer sales or rental	1 per 40 auto spaces (minimum of 2)	0%
Bank, office	1 per 20 auto spaces (minimum of 2)	50% (minimum of 1)
Medical and dental clinic	1 per 20 auto spaces (minimum of 2)	50% (minimum of 1)
Eating and drinking establishment	1 per 20 auto spaces (minimum of 2)	0%
Gasoline service station	1 per 10 auto spaces (minimum of 2)	0%

[*] Covered bicycle parking is not required for developments with two or fewer parking stalls.

CFEC Requirement

Bicycle Parking Requirements (OAR 660-012-0630)

Minimum bicycle parking requirements for certain uses (660-012-630(2))

Covered bicycle parking required for multifamily and mixed-use residential (660-012-630(3))

Explanation

OCMC 17.52.040 Table A specifies bicycle parking requirements, and includes a minimum requirement for all uses specified by this rule. Cities must require at least 0.5 stalls per unit in covered bicycle parking for multi-family and mixed use residential uses. While Oregon City requires 50% of bike parking stalls to be covered, because it only requires one stall per 10 units it does not meet the letter of this rule. The easiest way to meet the requirement would be to change the covered parking requirement in the first row of Table A to the numerical requirement rather than a percentage, updating the header as needed.

C. Design Standards.

1. Bicycle parking facilities shall be in the form of a lockable enclosure on-site, secure room in a building on-site, a covered or uncovered rack on-site, or within the adjacent right-of-way.

2. Bicycle parking areas shall be clearly marked or visible from on-site buildings or the street. If a bicycle parking area is not plainly visible from the street or main building entrance, a sign shall be posted indicating the location of the bicycle parking area. Indoor bicycle parking areas shall not require stairs to access the space. If sites have more than one building, bicycle parking shall be distributed as appropriate to serve all buildings.

3. Bicycle parking areas shall be illuminated pursuant to OCMC 17.62.065 – Outdoor Lighting.

4. All bicycle racks shall be designed so that:

   a. The bicycle frame is supported horizontally at two or more places.

   b. The frame and at least one wheel of the bicycle can be locked to the rack with a standard U-type lock.

   c. The user is not required to lift the bicycle onto the bicycle rack.

   d. Each bicycle parking space is accessible without moving another bicycle.

   e. It is a minimum of thirty inches tall and eighteen inches wide between the two points of contact.

   f. Provides an area of at least six feet by two feet per standard bicycle.

   g. Provides an area of at least six feet by three feet for cargo bicycles and large bicycles. Where only one bicycle space is required per Table A, it shall meet the larger space requirement of is standard.

   g. All bicycle racks and lockers shall be securely anchored to the ground or to a structure.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

CFEC Requirement

Bike parking must meet certain standards regarding security and accessibility (660-012-630(3))

Provide parking for bikes and other "small-scale mobility devices" at key destinations (660-012-630(4))

Explanation

The design standards specified by OCMC 17.52.040(C) are fairly robust and adequately address most of the requirements regarding the size of spaces, accessibility, and location. It is recommended that the City add language to OCMC 17.52.040(C)(2) to indicate the spaces should also be "well lit." This rule also includes a stipulation that spaces must be included to "accommodate large bicycles, including family and cargo bicycles.", however, it does not stipulate how many of those spaces should be sized this way, so staff has specified a minimum of one space Oregon City's design standards are likely adequate to ensure that these bicycles are accommodated at most or all bike spaces.

17.52.060 Parking lot landscaping.

Purpose. The purpose of this code section includes the following:

1. To enhance and soften the appearance of parking lots;

2. To limit the visual impact of parking lots from sidewalks, streets and particularly from residential areas;

3. To shade and cool parking areas;

4. To reduce air and water pollution;

5. To reduce stormwater impacts and improve water quality; and

6. To establish parking lots that are more inviting to pedestrians and bicyclists.

A. Applicability. Unless otherwise specified, construction of new parking lots and alterations of existing parking lots shall comply with parking lot landscaping standards. Parking lot landscaping requirements within this section do not apply to parking structures or parking garages, except landscaping as required in OCMC 17.62.

B. Development Standards.

1. The landscaping shall be located in defined landscaped areas that are uniformly distributed throughout the parking or loading area.

2. All areas in a parking lot not used for parking, maneuvering, or circulation shall be landscaped.

3. Developments adding off-street parking areas of one-half acre (21,780 square feet) or more shall comply with (a)or (b) below:

   (a) Provide tree canopy that will cover at least 40 percent of the new parking lot at maturity but no later than 15 years after planting.

   (b) Where an applicant can demonstrate that it is infeasible to meet the 40% canopy requirement in (a) the Community Development Director may approve installation of solar panels with a generation capacity of at least 0.5 kilowatts per parking space. Panels may be located anywhere on the property subject to applicable standards of the OCMC.

   The new surface parking area shall be measured based on the perimeter of all new off-street parking spaces, maneuvering lanes, and maneuvering areas, including driveways and drive aisles.

4. Parking lot trees shall be a mix of deciduous shade trees and coniferous trees. The trees shall be evenly distributed throughout the parking lot as both interior and perimeter landscaping.

5. Required landscaping trees shall be of a minimum two-inch minimum caliper size for deciduous species or a minimum 8 foot height for evergreen species at the time of planting and selected from the Oregon City Street Tree List, Parking Lot Tree list or other approved species recommended by a certified arborist or registered landscape architect. Trees shall be planted and maintained to maximize their root health and chances for survival, including having ample high-quality soil, space for root growth, and reliable irrigation according to the needs of the species. Trees should be planted in continuous trenches where possible.

6. At maturity, all of the landscaped area shall be planted in ground cover plants, which includes grasses. Mulch (as a ground cover) shall only be allowed underneath plants at full growth and within two feet of the base of a tree and is not a substitute for ground cover.

7. Landscaped areas shall include irrigation systems unless an alternate plan is submitted, and approved by the community development director, that can demonstrate adequate maintenance.

8. All landscaping shall be installed according to accepted planting procedures as recommended by a Landscape Architect.

9. Development of a tree canopy plan under this section shall be done in coordination with the local electric utility, including pre-design, design, building and maintenance phases. The minimum standards for tree planting shall be no lower than the 2021 American National Standards Institute A300 standards.

CFEC Requirement

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

Explanation

The rule indicates that Oregon City must require at least one, or any combination, of the following:

A) Require installation of solar panels capable of generating 0.5 kilowatts per new parking space;

B) Require a fee-in-lieu payment of $1,500 per new parking space to be invested in a city, county, or

state fund dedicated to renewable energy development; or

C) Require a tree canopy covering 40% of the parking lot.

During the outreach process participants generally indicated support for landscaping, and a plurality felt that there should also be a solar option for parking lot landscaping, which Oregon City does not currently allow for.

Note that a fee-in-lieu program was not widely supported during the outreach process and it is unclear how such a program would be administered, so this is not recommended here.

Additional revisions were required in response to comments from DLCD for consistency with state rules.

C. Perimeter Parking Lot Landscaping and Parking Lot Entryway/Right-of-Way Screening for New Parking Lots and new parking lots over ½ acre. Shall include associated drive aisles with five-foot wide landscaped buffer where the parking lot abuts the right-of-way and/or adjoining properties. In order to provide connectivity between non-single-family sites, the community development director may approve an interruption in the perimeter parking lot landscaping for a single driveway where the parking lot abuts property designated as multi-family, commercial or industrial. Shared driveways and parking aisles that straddle a lot line do not need to meet perimeter landscaping requirements.

1. The perimeter parking lot are[a] shall include:

   a. Trees spaced a maximum of thirty feet apart (minimum of one tree on either side of the entryway is required). When the parking lot is adjacent to a public right-of-way, the parking lot trees shall be offset from the street trees;

   b. An evergreen hedge screen of thirty to forty-two inches high or shrubs spaced no more than four feet apart on average. The hedge/shrubs shall be parallel to and not nearer than two feet from the right-of-way line. The required screening shall be designed to allow for free access to the site and sidewalk by pedestrians. Visual breaks, no more than five feet in width, shall be provided every thirty feet within evergreen hedges abutting public right-of-ways.

   c. Developments shall provide either trees along driveways or a minimum of 30 percent tree canopy coverage over new parking areas. Developments are not required to provide trees along drive aisles. The tree spacing and species planted shall be designed to maintain a continuous canopy except when interrupted by driveways, drive aisles, and other site design considerations.

CFEC Requirement

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

Explanation

The 30% perimeter coverage requirement is met prima facie if the overall 40% tree canopy requirement from the previous section is met. Otherwise, 30% tree coverage is required along the perimeter while meeting the previous requirement via the solar option. Additional revisions were required in response to comments from DLCD for consistency with state rules.

D. Parking Area/Building Buffer. Except for parking lots with fewer than five parking stalls, parking areas (excluding drive aisles with no adjacent parking) shall be separated from the exterior wall of a structure, exclusive of pedestrian entranceways or loading areas, by one of the following:

1. Minimum five-foot wide landscaped planter strip (excluding areas for pedestrian connection) meeting the standards for perimeter parking lot area landscaping; or:

2. Minimum seven-foot sidewalks with shade trees spaced a maximum of thirty feet apart in three-foot by five-foot tree wells.

E. Interior Parking Lot Landscaping. Surface parking lots with more than five parking stalls shall include at least forty-five square feet of interior parking lot landscaping per parking stall to improve the water quality, reduce stormwater runoff, and provide pavement shade. Pedestrian walkways or any impervious surface in the landscaped areas are not to be counted in the percentage. Fractions shall be rounded up when calculating the required number of plantings. Interior parking lot landscaping shall include:

a. A minimum of one tree per four parking spaces.

b. A minimum of 1.5 shrubs per parking space.

c. No more than eight contiguous parking spaces shall be created without providing an interior landscape strip between them. Landscape strips shall be provided between rows of parking shall be a minimum of six feet in width and a minimum of ten feet in length.

F. Alternative landscaping plan.

Any applicant may propose an alternative landscaping plan. Such plans are often proposed to address physically constrained or smaller sites, however innovative designs for larger sites may also be considered. Alternative plans may include the use of low impact development techniques and minimized landscaping requirements. In such situations, the community development director may approve variations to the landscaping standards of OCMC 17.52.060 in accordance with subsection 1 and/or 2 below.

1. General Review Standard. The alternative shall meet the standards in OCMC 17.62.015, Modifications that will better meet design review requirements.

2. Credit for Pervious/Low Impact Development. The community development director may count up to fifty percent of the square footage of any pervious hardscaped landscape material within a parking lot that is designed and approved pursuant to the city's adopted stormwater and low impact development design standards toward minimum landscaping requirements for the site. (This includes porous pavement detention, open celled block pavers, porous asphalt, porous concrete pavement, porous turf, porous gravel, etc.).

3. Alternative landscaping plans shall not be permitted for any new development that includes more than one-half acre of new off-street surface parking on a lot or parcel. The new surface parking area shall be measured based on the perimeter of all new off-street parking spaces, maneuvering lanes, and maneuvering areas, including driveways and drive aisles.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.070 ElectricalVehicle Charging

A. New private multi-family residential or mixed-use developments with five or more residential units shall install electrical service capacity, as defined in OCMC 17.04, to new off-street parking spaces subject to the following standards.

1. Non-residential development and residential or mixed-use developments with less than five dwelling units shall provide electrical service capacity to a minimum of 20 percent of all off-street vehicle parking spaces on the site.
2. Residential or mixed-use development with five or more dwelling units shall provide electrical service capacity to a minimum of 40 percent of all off-street vehicle parking spaces on site.
3. The placement of electrical service equipment shall not conflict with, or block access required under the Americans with Disabilities Act. Electrical service equipment shall not displace required pedestrian paths, sidewalks, landscaping, bicycle paths and parking spaces.
4. Parking mandates shall be reduced by two off street parking spaces for every electric vehicle charging station provided in a development.

CFEC Requirement

Electric Vehicle Charging (OAR 660-012-0410)

Explanation

Rule -0410 calls for new private multi-family residential or mixed-use developments with five or more residential dwelling units to install conduits to serve 40% of vehicle parking spaces. Currently, Oregon City's code doesn't address EV charging, so language to meet this requirement will be needed. A potential way to do this would be to add the following language (or similar) to code.

The definition of Electrical Service Capacity will be added as OCMC 17.04.345 -350. Per implementation guidance, potential language is:

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;

(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; or

(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; and

(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

17.52.080 Maintenance.

The owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of the site including but not limited to the off-street parking and loading spaces, bicycle parking and all landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and shall be kept free from refuse and debris.

All plant growth in interior landscaped areas shall be controlled by pruning, trimming, or otherwise so that:

A. It will not interfere with the maintenance or repair of any public utility;

B. It will not restrict pedestrian or vehicular access; and

C. It will not constitute a traffic hazard due to reduced visibility.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.52.090 Loading areas.

A. Purpose. The purpose of this section is to provide adequate loading areas for commercial, office, retail and industrial uses that do not interfere with the operation of adjacent streets.

B. Applicability. OCMC 17.52.090 applies to uses that are expected to have service or delivery truck visits with a forty-foot or longer wheelbase, at a frequency of one or more vehicles per week. The city engineer and decision maker shall determine through site plan and design review the number, size, and location of required loading areas, if any.

C. Standards.

1. The off-street loading space shall be large enough to accommodate the largest vehicle that is expected to serve the use without obstructing vehicles or pedestrian traffic on adjacent streets and driveways. Applicants are advised to provide complete and accurate information about the potential need for loading spaces because the city engineer or decision maker may restrict the use of other public right-of-way to ensure efficient loading areas and reduce interference with other uses.

2. Where parking areas are prohibited between a building and the street, loading areas or drive isles are also prohibited.

3. The city engineer and decision maker, through site plan and design review, may approve a loading area adjacent to or within a street right-of-way when all of the following loading and unloading operations conditions are met:

a. Short in duration (i.e., less than one hour);

b. Infrequent (less than three operations daily between five a.m. and twelve a.m. or all operations between twelve a.m. and five a.m. at a location that is not adjacent to a residential zone);

c. Does not obstruct traffic during peak traffic hours;

d. Does not interfere with emergency response services; and

e. Is acceptable to the applicable roadway authority.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.54.115 Mobile food units.

A. Applicability. The following provisions apply to mobile food units not located within a building. The provisions do not apply to indoor mobile food units or mobile food units allowed pursuant to a special event permit issued by the city.

B. General Requirements.

1. Mobile food units shall primarily sell food items.
2. Mobile food units shall not sell cannabis, in any form.
3. Mobile food units shall have a valid Oregon City business license.
4. Mobile food units shall not be located within the right-of-way, except as approved by the city engineer.
5. Mobile food units shall maintain continuous compliance with applicable federal, state, and city standards.
6. Discharge or leakage draining into the stormwater system is prohibited. Wastewater shall not be dumped onto the ground, onto the streets, or into a storm a drain. All liquid waste from the waste tank or from cleaning activities such as cleaning the mobile food cart shall be captured and properly disposed of in the sanitary sewer.
7. All permanent utility lines shall be placed underground. Temporary utilities, lines and tanks shall be placed underground or otherwise screened, covered, or hidden from view from the right-of-way as to minimize visual impacts and prevent tripping hazards or other unsafe conditions.
8. Power connections may not be connected by overhead wires to the individual mobile food units.
9. Comply with the stormwater and grading design standards for additional impervious surfaces.
10. Mobile food units, equipment, customer service areas, or any associated item may not be located within the right-of-way.
11. Sites with more than ten mobile food units at any time shall have a designated loading area.
12. Parking lots, refuse and recycling areas, outdoor lighting, fencing, and structures (other than the mobile food units) are subject to compliance with site plan and design review standards in OCMC 17.62. Mobile food units are exempt from OCMC 17.52 unless otherwise identified below.
13. Mobile food unit owners are responsible for maintaining the mobile unit and the adjacent site area in a neat and clean condition. This includes but is not limited to regular maintenance and cleaning of the exterior of the mobile food unit to avoid rust and peeling paint, repair of broken or sagging awnings, canopies, platforms, counters, benches, tables, umbrellas, and other structures used by customers adjacent to the mobile food unit.

C. Design Standards.

1. Transitory Mobile Food Units. Mobile food units that remain on a property for five hours or less in a twenty-four-hour period shall comply with the following:
   a. Standards related to the site.
      i. Be limited to three food units on a property at any one time;
      ii. Maintain minimum drive aisle widths and landscaping requirements for parking lots; and
      iii. Not result in the reduction of landscaping less than the minimum site.
   b. Standards related to the mobile food unit.

i. Comply with nuisances regulations in OCMC 8.08.040;

ii. Comply with OCMC 17.62.050.I for all temporary structures associated with the mobile food cart units (except for the unit itself);

iii. Connect to individual wastewater holding tanks at all times; and

iv. Connect to a potable water tank at all times.

2. Non-Transitory Mobile Food Units. All other mobile food units that remain on a property for more than five hours at a time shall comply with the following:

a. Standards related to the site.

i. Maintain minimum drive aisle widths and landscaping requirements for parking lots;

ii. Not result in the reduction of landscaping less than the minimum site;

b. Standards related to the unit.

i. Fully screen from view any mechanical or power generating equipment that is separated from and external to the mobile food unit with vegetation or screening at a height equal to or greater than the height of the generating unit;

ii. Connect to a permanent water source, unless exempted by the city engineer if utilities are not available;

iii. Connect to public sewer. This may be achieved through a communal system;

iv. Connect to a permanent power source; and

v. Comply with the minimum setbacks and maximum height of the zoning designation.

D. Process.

1. A Type I minor site plan and design review shall be submitted for each property in compliance with the transitory standards in OCMC 17.54.115.C.1 with a wastewater/water operations and maintenance plan.

2. A Type II minor site plan and design review shall be submitted for each property in compliance with the non-transitory standards in OCMC 17.54.115.C with a wastewater/water operations and maintenance plan.

3. Mobile food cart units shall each submit a business license and mobile food cart unit form.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.56.040 Criteria and standards for conditional uses.

In addition to the standards listed herein in OCMC 17.56.010, which are to be considered in the approval of all conditional uses and the standards of the zone in which the conditional use is located, the following additional standards shall be applicable:

A. Building Openings. The city may limit or prohibit building openings within fifty feet of residential property in a residential zone if the openings will cause glare, excessive noise or excessive traffic which would adversely affect adjacent residential property as set forth in the findings of the planning commission.

B. Additional Street Right-of-Way. The dedication of additional right-of-way may be required where the city plan indicates need for increased width and where the street is inadequate for its use; or where the nature of the proposed development warrants increased street width.

C. Public Utility or Communication Facility. Such facilities as a utility substation, water storage tank, radio or television transmitter, tower, tank, power transformer, pumping station and similar structures shall be located, designed and installed with suitable regard for aesthetic values. The base of these facilities shall not be located closer to the property line than a distance equal to the height of the structure. Hydroelectric generation facilities shall not exceed ninety megawatts of generation capacity.

D. Schools. The site shall be located to best serve the intended area, shall be in conformance with the city plan, shall have adequate access, and shall be in accordance with appropriate state standards.

E. Helipad Landing Facility.

1. Size of runways and landing areas;
2. Approaches and obstructions within the runways and landing areas;
3. Fencing and/or screening to provide visual and noise buffering and to deflect winds or blast due to aircraft operation;
4. Fire protection measures and equipment;
5. Night illumination adequate for operations, and its effects upon surrounding property;
6. Landing markers;
7. Structural adequacy of runways, pads and other structures;
8. Paving and ground cover materials in relation to noise and down wash.

F. Residential Facilities.

1. In addition to the general provisions of OCMC 17.56.020, any application shall include a description of the proposed use, including the number of residents and the nature of the condition or circumstances for which care, or a planned treatment or training program will be provided, the number of staff and the estimated length of stay per resident and the name of the agency responsible for regulating or sponsoring the use.
2. Approval of a conditional use application for a residential care facility shall include the following minimum standards where applicable:
   a. The proposed facility shall maintain all applicable licenses required by the appropriate agencies for the use described in the application.
   b. All residential facilities shall be subject to design review. Special considerations for this use are:

i. Compatibility in appearance with the surrounding area;

ii. Provisions of usable on-site open space appropriate to the needs of the residents and the nature of the care, treatment or training provided;

iii. Clearly defined property boundaries.

G. Bed and Breakfast Inns.

1. The bed and breakfast inn shall maintain all applicable licenses required by governmental agencies for the use described in the application.

2. All bed and breakfast inns shall be subject to design review. Special considerations for this use are:

a. Compatibility of the structure in appearance with the surrounding area;

b. Compatibility of any parking facilities in appearance and circulation of traffic with the surrounding area. Parking facilities, if proposed, shall also comply with Chapter 17.52;

c. Compatibility of the signage in appearance with the surrounding area. Signage shall also comply with Chapter 15.28;

d. The number of rooms to be used as overnight public accommodations shall not exceed four rooms in an underlying residential zone, or seven rooms in an underlying nonresidential zone;

e. The owner/operators shall reside in the bed and breakfast inn, or in a residence adjacent to the bed and breakfast inn; and

f. The planning commission may allow up to an additional six non-guests to be served along with the guests at a meal.

H. Shelters.

1. Shelters shall be processed as a Type IV review.

2. The shelter shall maintain a written community engagement plan include the following information:

a. Description of purpose and scope of services of the shelter;

b. Population to be housed at the shelter and the process and criteria for the selection of guests;

c. Bed capacity for nightly guests;

d. Hours of operations and curfew, if applicable;

e. Twenty-four-hour contact information; and

f. Explanation of how the shelter will address concerns/complaints.

3. Shelters shall hold a meeting with the community prior to commencing operation, and a minimum of once a year each year thereafter. The purpose of the meeting is to discuss the community engagement plan and provide an opportunity for greater communication. Mailed notice of the meeting shall be provided to property owners within three hundred feet, the neighborhood association, and the city. The meeting shall be open to the public.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008(Exh. A), 12-18-2019)

Chapter 17.62 SITE PLAN AND DESIGN REVIEW[1]

17.62.010 Purpose.

The purposes of site plan and design review are to: Encourage site planning in advance of construction; protect lives and property from potential adverse impacts of development; consider natural or man-made hazards which may impose limitations on development; conserve the city's natural beauty and visual character and minimize adverse impacts of development on the natural environment as much as is reasonably practicable; assure that development is supported with necessary public facilities and services; ensure that structures and other improvements are properly related to their sites and to surrounding sites and structure; and implement the city's comprehensive plan and land use regulations with respect to development standards and policies.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.015 Modifications that will better meet design review requirements.

The review body shall consider modification of certain site related development standards of this chapter specified below. These modifications may be approved as part of a Type II design review process.

A. Applicability.

1. This process shall apply to modifications to:

a. Landscaping in OCMC 17.62.050.A;

b. Vehicular connections to adjoining properties in OCMC 17.62.050.B.2;

c. On-site pedestrian circulation in OCMC 17.62.050.C;

d. Onsite utility location OCMC 17.62.050.G;

e. Building location in OCMC 17.62.055.D;

f. Building details in OCMC 17.62.055.I;

g. Windows in OCMC 17.62.055.J;

h. Parking lot landscaping in OCMC 17.52.060.

2. Modifications that are denied through Type II design review may be requested as a variance through the variance process pursuant to OCMC 17.60.020 or master plan adjustment pursuant to OCMC 17.65.070 as applicable.

[1]Editor's note(s)—Ord. No. 18-1009, § 1(Exh. A), adopted July 3, 2019, amended Chapter 17.62 in its entirety to read as herein set out. Former Chapter 17.62, §§ 17.62.010—17.62.100, pertained to similar subject matter, and derived from Ord. No. 08-1014, adopted July 1, 2009; Ord. No. 10-1003, adopted July 7, 2010; Ord. No. 16-1007, adopted August 17, 2016; Ord. No. 13-1003, adopted July 17, 2013; Ord. No. 17-1007, adopted June 21, 2017 and Ord. No. 18-1005, adopted May 2, 2018.

3. Rather than a modification, applicants may choose to apply for a variance through the variance process pursuant to OCMC 17.60.020 or master plan adjustment pursuant to OCMC 17.65.070 as applicable.

B. The review body may approve requested modifications if it finds that the applicant has shown that the following approval criteria are met:

1. The modification will result in a development that better meets the applicable design guidelines; and

2. The modification meets the intent of the standard. On balance, the proposal will be consistent with the purpose of the standard for which a modification is requested.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.030 When required.

Site plan and design review shall be required for all development of real property in all zones except the low and medium density residential districts, unless otherwise provided for by this title or as a condition of approval of a permit. Site plan and design review shall also apply to all conditional uses, cluster housing developments, multi-family uses, manufactured home parks, and nonresidential uses in all zones. Site plan and design review does not apply to activities occurring within the right-of-way except for communication facilities pursuant to OCMC 17.80.

Site plan and design review is required for a change in use between the uses in Table 17.62.030:

Table 17.62.030

Existing Use	Proposed Use
Residential	Nonresidential use, including but not limited to: commercial, office, industrial, retail, or institutional
Single-family or duplex	3 or more dwellings

Site plan and design review shall not alter the type and category of uses permitted in the underlying zoning districts.

Only the standards of OCMC 17.62.035 apply to duplex, triplex, quadplex, cottage cluster, townhouse, single-family detached residential unit, live/work dwelling and accessory dwelling unit Type I applications.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.035 Minor site plan and design review.

This section provides for a minor site plan and design review process. Minor site plan review is a Type I or Type II decision, as described in OCMC 17.62.035.A, subject to administrative proceedings described in OCMC 17.50 and may be utilized as the appropriate review process only when authorized by the community development director. The purpose of this type of review is to expedite design review standards for uses and activities that require only a minimal amount of review, typical of minor modifications and/or changes to existing uses or buildings.

A. Type I Minor Site Plan and Design Review.

1. Applicability. Type I applications involve no discretion and are typically processed concurrently with a building permit application. The Type I process is not applicable for:

    a. Any activity which is included with or initiates actions that require Type II—IV review.

    b. Any increase in square footage of a conditional or nonconforming use (excluding nonconforming structures).

    c. Any proposal in which nonconforming upgrades are required under OCMC 17.58.

    d. Any proposal in which modifications are proposed under OCMC 17.62.015.

2. The following projects may be processed as a Type I application:

    a. Addition of up to two hundred square feet to a commercial, institutional, or multi-family structure in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding new drive thru). Increases of more than two hundred square feet in a twelve-month period shall be processed as Type II.

    b. Addition of up to one thousand square feet to an industrial use in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding ancillary retail and office). Increases of more than one thousand square feet in a twelve-month period shall be processed as Type II.

    c. Temporary structures, excluding mobile vendors.

    d. Removal, replacement or addition of awnings, or architectural projections to existing structures.

    e. Addition, modification, or relocation of refuse enclosure.

    f. Changes to amount, location, or design of bicycle parking.

    g. Installation of mechanical equipment.

    h. Repaving of previously approved parking lots with no change to striping.

    i. Replacement of exterior building materials.

    j. Addition of windows and doors, relocation of windows and doors in which transparency levels remain unchanged, or removal of windows and doors provided minimum transparency requirements are still met.

    k. Addition or alteration of parapets or rooflines.

    l. Modification of building entrances.

    m. Addition to or alteration of a legal nonconforming single- or two-family dwelling.

    n. Change to parking lot circulation or layout, excluding driveway modifications.

    o. Removal or relocation of existing vehicle parking stalls to accommodate tree planting, landscaping, stormwater facilities, solar and wind power equipment, outdoor seating, parking for bicycles, scooters and other small scale mobility devices, pedestrian improvements and similar purposes.

    p. Adoption of shared parking agreements.

q. Changes to landscaping to improve stormwater quality and quantity treatment under OCMC 13.12.

r. New or changes to existing pedestrian accessways, walkways or plazas.

s. Installation of or alterations to ADA accessibility site elements.

t. Modification or installation of a fence, hedge, or wall, or addition of a fence, hedge or wall.

u. Addition of or alterations to outdoor lighting.

v. Demolition of any structure or portion of a structure.

w. Tree removal.

x. Type I master plan amendments under OCMC 17.65.080.

y. Mobile food units in one location for five hours or less as identified in OCMC 17.54.115.

z. Duplex, triplex, quadplex, cottage cluster, townhouse, single-family detached residential unit, live/work dwelling, and accessory dwelling unit.

aa. Placement of a single manufactured home within an existing space or lot in a manufactured home park.

3. Submittal Requirements. A Type I application shall include:

a. A narrative describing the project.

b. Site plan drawings showing existing conditions/uses and proposed conditions/uses.

c. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.

d. A completed application form.

e. Any other information determined necessary by the community development director.

B. Type II Minor Site Plan and Design Review.

1. Type II minor site plan and design review applies to the following uses and activities unless those uses and activities qualify for Type I review per OCMC 17.62.035.A:

a. Modification of an office, commercial, industrial, institutional, public or multi-family structure that does not increase the interior usable space (for example covered walkways or entryways, addition of unoccupied features such as clock tower, etc.).

b. Modification to parking lot layout and landscaping, or the addition of up to five parking spaces.

c. A maximum addition of up to one thousand square feet to a commercial, office, institutional, public, multi-family, or industrial building provided that the addition is not more than thirty-five percent of the original building square footage.

d. Mobile food units in OCMC 17.54.115.

e. Other land uses and activities may be added if the community development director makes written findings that the activity/use will not increase off-site impacts and is consistent with the type and/or scale of activities/uses listed above.

2. Application. The application for the Type II minor site plan and design review shall contain the following elements:

a. The submittal requirements of OCMC 17.50.

b. A narrative explaining all aspects of the proposal in detail and addressing each of the applicable criteria listed in OCMC 17.62.

c. Site plan drawings showing existing conditions/uses and proposed conditions/uses.

d. Architectural drawings, including building elevations and envelopes, if architectural work is proposed.

e. Additional submittal material may be required by the community development director on a case-by-case basis.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.040 Items required.

A complete application for site plan and design review shall be submitted. Except as otherwise in subsection I of this section, the application shall include the following:

A. A site plan or plans, to scale, containing the following:

1. Vicinity information showing streets and access points, pedestrian and bicycle pathways, transit stops and utility locations;

2. The site size, dimensions, and zoning, including dimensions and gross area of each lot or parcel and tax lot and assessor map designations for the proposed site and immediately adjoining properties;

3. Contour lines at two-foot contour intervals for grades zero to ten percent, and five-foot intervals for grades over ten percent;

4. The location of natural hazard areas on and within one hundred feet of the boundaries of the site, including:

a. Areas indicated on floodplain maps as being within the one hundred-year floodplain,

b. Unstable slopes, as defined in OCMC 17.44.020,

c. Areas identified on the seismic conditions map in the comprehensive plan as subject to earthquake and seismic conditions;

5. The location of natural resource areas on and within one hundred feet of the boundaries of the site, including fish and wildlife habitat, existing trees (six inches or greater in caliper measured four feet above ground level), wetlands, streams, natural areas, wooded areas, areas of significant trees or vegetation, and areas designated as being within the natural resources overlay district;

6. The location of inventoried historic or cultural resources on and within one hundred feet of the boundaries of the site;

7. The location, dimensions, and setback distances of all existing permanent structures, improvements and utilities on or within twenty five feet of the site, and the current or proposed uses of the structures;

8. The location, dimensions, square footage, building orientation and setback distances of proposed structures, improvements and utilities, and the proposed uses of the structures by square footage;

9. The location, dimension and names, as appropriate, of all existing and platted streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit street and facilities, neighborhood activity centers, and easements on and within two hundred fifty feet of the boundaries of the site;

10. The location, dimension and names, as appropriate, of all proposed streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit streets and facilities, neighborhood activity centers, and easements on and within two hundred feet of the boundaries of the site;

11. All parking, circulation, loading and servicing areas, including the locations of all carpool, vanpool and bicycle parking spaces as required in OCMC 17.52;

12. Site access points for automobiles, pedestrians, bicycles and transit;

13. On-site pedestrian and bicycle circulation;

14. Outdoor common areas proposed as open space;

15. Total impervious surface created (including buildings and hard ground surfaces);

16. The proposed location, dimensions and materials of fences and walls.

B. A landscaping plan, drawn to scale, showing the location and types of existing trees (six inches or greater in caliper measured four feet above ground level) and vegetation proposed to be removed and to be retained on the site, the location and design of landscaped areas, the varieties, sizes and spacings of trees and plant materials to be planted on the site, other pertinent landscape features, and irrigation systems required to maintain plant materials.

C. Architectural drawings or sketches, drawn to scale and showing floor plans, elevations accurately reflected to grade, and exterior materials of all proposed structures and other improvements as they will appear on completion of construction. The name of the adjacent street shall be identified on each applicable building elevation.

D. An electronic materials board clearly depicting all building materials with specifications as to type, color and texture of exterior materials of proposed structures.

E. An erosion/sedimentation control plan, in accordance with the requirements of OCMC 17.47 and the public works erosion and sediment control standards, and a drainage plan developed in accordance with city drainage master plan requirements, OCMC 13.12 and the public works stormwater and grading design standards. The drainage plan shall identify the location of drainage patterns and drainage courses on and within one hundred feet of the boundaries of the site. Where development is proposed within an identified hazard area, these plans shall reflect concerns identified in the hydrological/geological/geotechnical development impact statement.

F. An exterior lighting plan, drawn to scale, showing type, height, and area of illumination.

G. Archeological Monitoring Recommendation. For all projects that will involve ground disturbance, the applicant shall provide:

1. A letter or email from the Oregon State Historic Preservation Office Archaeological Division indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the Oregon State Historic Preservation Office and that the Oregon State Historic Preservation Office had not commented within forty-five days of notification by the applicant; and

2. A letter or email from the applicable tribal cultural resource representative of the Confederated Tribes of the Grand Ronde, Confederated Tribes of the Siletz, Confederated Tribes of the

Umatilla, Confederated Tribes of the Warm Springs and the Confederated Tribes of the Yakama Nation indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the applicable tribal cultural resource representative and that the applicable tribal cultural resource representative had not commented within forty-five days of notification by the applicant.

If, after forty-five days' notice from the applicant, the Oregon State Historic Preservation Office or the applicable tribal cultural resource representative fails to provide comment, the city will not require the letter or email as part of the completeness review. For the purpose of this section, ground disturbance is defined as the movement of native soils.

H. Such special studies or reports as the community development director may require to obtain information to ensure that the proposed development does not adversely affect the surrounding community or identified natural resource areas or create hazardous conditions for persons or improvements on the site. The community development director shall require an applicant to submit one or more development impact evaluations as may be necessary to establish that the city's traffic safety or capacity standards, natural resource, including geologic hazard and flood plain overlay districts, will be satisfied.

I. The community development director may waive the submission of information for specific requirements of this section or may require information in addition to that required by a specific provision of this section, as follows:

1. The community development director may waive the submission of information for a specific requirement upon determination either that specific information is not necessary to evaluate the application properly, or that a specific approval standard is not applicable to the application. If submission of information is waived, the community development director shall, in the decision, identify the waived requirements, explain the reasons for the waiver, and state that the waiver may be challenged on appeal and may be denied by a subsequent review authority. If the matter is forwarded to the planning commission for initial review, the information required by this paragraph shall be included in the staff report;

2. The community development director may require information in addition to that required by a specific provision of this section upon determination that the information is needed to evaluate the application properly and that the need can be justified on the basis of a special or unforeseen circumstance as necessary to comply with the applicable standards. If additional information is required, the community development director shall, in the decision, explain the reasons for requiring the additional information.

J. All new utilities shall be placed underground.

1. Service poles may be allowed on private property when undergrounding service is technically or physically infeasible.

K. One full-sized copy of all architectural and site plans.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.050 General standards.

All development shall comply with the following standards:

A. Landscaping.

1. Existing native vegetation is encouraged to be retained to the maximum extent practicable. All plants listed on the Oregon City Nuisance Plant List shall be removed from the site prior to issuance of a final occupancy permit for the building.

2. The amount of landscaping required is found in the standards for each underlying zone. Where the underlying zone does not contain and minimum landscaping standard, the minimum site landscaping shall be fifteen percent of the total site area. Except as allowed elsewhere in Title 16 or 17 of this code, all areas to be credited towards landscaping shall be installed with growing plant materials.

3. Pursuant to OCMC 17.49, landscaping requirements within the natural resource overlay district, other than landscaping required for parking lots, may be met by preserving, restoring and permanently protecting native vegetation and habitat on development sites.

4. A landscaping plan shall be prepared by a registered landscape architect for new or revised landscaped areas and parking lots. Landscape architect approval is not required for tree removal and/or installation if the species are chosen from an approved street tree list. A certified landscape designer, arborist, or nurseryman shall be acceptable in lieu of a landscape architect for projects with less than five hundred square feet of landscaping. All landscape plans shall include a mix of vertical (trees and shrubs) and horizontal elements (grass, groundcover, etc.) that within three years will cover one hundred percent of the landscape area. Plant species listed on the Oregon City Nuisance Plant list are prohibited and native species are encouraged. No mulch, bark chips, or similar materials shall be allowed at the time of landscape installation except under the canopy of shrubs and within two feet of the base of trees.

5. Landscaping shall be visible from public thoroughfares to the extent practicable.

6. The landscaping in parking areas shall not obstruct lines of sight for safe traffic operation and shall comply with all requirements of OCMC 10.32, Traffic Sight Obstructions.

B. Vehicular Access and Connectivity.

1. Parking areas shall be located behind the building façade that is closest to the street, below buildings, or on one or both sides of buildings.

2. Existing or future connections to adjacent sites through the use of vehicular and pedestrian access easements which provide connection from the right-of-way to the adjoining property shall be provided.

3. Parcels larger than three acres shall provide streets as required in OCMC 16.12.

4. Parking garage entries shall not be more than half of the streetscape.

C. A well-marked, continuous and protected on-site pedestrian circulation system meeting the following standards shall be provided:

1. Pathways between all building entrances and the street are required. Pathways between the street and buildings fronting on the street shall be as direct as possible and shall not cross a drive aisle. Exceptions may be allowed by the director where steep slopes, a physically constrained site, or protected natural resources prevent a direct connection or where an indirect route would enhance the design and/or use of a common open space.

2. The pedestrian circulation system shall connect all main entrances, transit stops, ADA spaces, parking areas, bicycle parking, recreational areas, common outdoor areas, and any pedestrian amenities on the site. For buildings fronting on the street, the sidewalk may be used to meet this standard.

3. The pedestrian circulation system shall connect the principal building entrance to those of buildings on adjacent sites, except within industrial zoning designations.

4. Elevated external stairways or walkways shall not extend beyond the building facade except for external stairways or walkways located in, or facing interior courtyard areas that are not visible from the street or a public access easement. This standard does not apply to sky-bridges or sky-ways.

5. On-site pedestrian walkways shall be hard surfaced, well drained and at least five feet wide. Surface material shall contrast visually to adjoining surfaces. When bordering parking spaces other than spaces for parallel parking, pedestrian walkways shall be a minimum of seven feet in width unless curb stops are provided. When the pedestrian circulation system is parallel and adjacent to an auto travel lane, the walkway shall be raised or separated from the auto travel lane by a raised curb, bollards, landscaping or other physical barrier. If a raised walkway is used, the ends of the raised portions shall be equipped with curb ramps for each direction of travel.

6. Pedestrian crossings at intersections with drive aisles or other vehicular circulation areas shall be demarcated by a raised surface that slows vehicular travel, or other change in textural material or height to alert the driver of the pedestrian crossing area.

7. Pedestrian facilities within parking lots shall be illuminated to at least the same level as the on-site driveways pursuant to section 17.62.065.

D. All development shall maintain continuous compliance with applicable federal, state, and city standards.

E. Adequate public water and sanitary sewer facilities sufficient to serve the proposed or permitted level of development shall be provided pursuant to OCMC 16.12. The applicant shall demonstrate that adequate facilities and services are presently available or can be made available concurrent with development. Service providers shall be presumed correct in the evidence, which they submit. All facilities shall be designated to city standards as set out in the city's facility master plans and public works design standards. A development may be required to modify or replace existing off-site systems if necessary to provide adequate public facilities. The city may require over sizing of facilities where necessary to meet standards in the city's facility master plan or to allow for the orderly and efficient provision of public facilities and services. Where over sizing is required, the developer may request reimbursement from the city for over sizing based on the city's reimbursement policy and fund availability, or provide for recovery of costs from intervening properties as they develop.

F. If a transit agency, upon review of an application for an industrial, institutional, retail or office development, recommends that a bus stop, bus turnout lane, bus shelter, accessible bus landing pad, lighting, or transit stop connection be constructed, or that an easement or dedication be provided for one of these uses, consistent with an agency adopted or approved plan at the time of development, the review authority shall require such improvement, using designs supportive of transit use. Improvements at a major transit stop may include intersection or mid-block traffic management improvements to allow for crossings at major transit stops, as identified in the city's transportation system plan.

G. Screening of Mechanical Equipment. Commercial, mixed-use, institutional, and multi-family buildings shall include the following measures to screen or block views of mechanical equipment from adjacent streets according to the following requirements:

1. Rooftop mechanical equipment, including HVAC equipment and utility equipment that serves the structure, shall be screened from view from the adjacent street on all new buildings or building additions. Screening shall be accomplished through the use of parapet walls or a sight-obscuring

enclosure around the equipment constructed of one of the primary materials used on the primary facades of the structure, and that is an integral part of the building's architectural design. The parapet or screen shall completely surround the rooftop mechanical equipment to an elevation equal to or greater than the highest portion of the rooftop mechanical equipment being screened from adjacent streets, as viewed from the sidewalk or future sidewalk location on the adjacent street at pedestrian level. In the event such parapet wall does not fully screen all rooftop equipment, then the rooftop equipment shall be enclosed by a screen constructed of one of the primary materials used on the primary facade of the building so as to achieve complete screening. Screening requirements do not apply to new or replacement equipment on existing buildings. New or replacement rooftop mechanical equipment on existing buildings shall be painted or powder-coated.

2. Wall-mounted mechanical HVAC and air conditioning equipment, and groups of multiple utility meters shall not be placed on the front facade of a building or on a facade that faces a right-of-way. Wall-mounted mechanical equipment, including-air conditioning and groups of multiple utility meters, that extend six inches or more from the outer building wall shall be screened from view from adjacent streets; from residential, public, and institutional properties; and from public areas of the site or adjacent sites through the use of (a) sight-obscuring enclosures constructed of one of the primary materials used on the primary facade of the structure, (b) sight-obscuring fences, or (c) trees or shrubs that block at least eighty percent of the equipment from view or (d) painting the units to match the building. Wall-mounted mechanical equipment that extends six inches or less from the outer building wall shall be designed to blend in with the color and architectural design of the subject building. Vents which extend six inches or less from the outer building wall shall [be] exempt from this standard if painted.

3. Ground-mounted above-grade mechanical equipment shall be screened by ornamental fences, screening enclosures, trees, or shrubs that block at least eighty percent of the view from the public right-of-way.

4. This section shall not apply to the installation of solar energy panels, photovoltaic equipment, wind power generating equipment, dishes/antennas, pipes, vents, and chimneys.

H. Building Materials.

1. Prohibited Materials. The following materials shall be prohibited in visible locations from the right-of-way or a public access easement unless an exception is granted by the community development director based on the integration of the material into the overall design of the structure:

   a. Vinyl or plywood siding (including T-111 or similar plywood).

   b. Glass block or highly tinted, reflected, translucent or mirrored glass (except stained glass) as more than ten percent of the building facade.

   c. Corrugated fiberglass.

   d. Chain link fencing (except for temporary purposes such as a construction site, gates for a refuse enclosure, stormwater facilities, when excepted by 17.62.050.H.2.g, or when located on properties within the general industrial district).

   e. Crushed colored rock/crushed tumbled glass.

   f. Non-corrugated and highly reflective sheet metal.

   g. Tarps, except for the protection of outside storage.

2. Special Material Standards. The following materials are allowed if they comply with the requirements found below:

   a. Concrete Block. When used for the front façade of any building, concrete blocks shall be split, rock- or ground-faced and shall not be the prominent material of the elevation. Plain concrete block or plain concrete may be used as foundation material if the foundation material is not revealed more than three feet above the finished grade level adjacent to the foundation wall.

   b. Metal Siding. Metal siding shall have visible corner moldings and trim and incorporate masonry or other similar durable/permanent material near the ground level (first two feet above ground level) except when used for a temporary structure.

   c. Exterior insulation and finish system (EIFS) and similar troweled finishes shall be trimmed in wood, masonry, or other approved materials and shall be sheltered from extreme weather by roof overhangs or other methods.

   d. Building surfaces shall be maintained in a clean condition and painted surfaces shall be maintained to prevent or repair peeling, blistered or cracking paint.

   e. Membrane or fabric covered storage areas are permitted as temporary structures, excluding the use of tarps.

   f. Vinyl or powder coated chain link fencing is permitted for city-owned stormwater management facilities, reservoirs, and other public works facilities such as pump stations, maintenance yards, and storage yards not located within the general industrial district.

   g. Chain link fencing is permitted in the following circumstances:

1. Within city-owned parks and recreational facilities.

2. On any property when used for a baseball or softball backstop or dugout, track and field facility, or sports court.

I. Temporary Structures. Temporary structures are permitted pursuant to the following standards:

1. Structures up to two hundred square feet:

   a. Shall not be on a property for more than three consecutive days;

   b. Shall not be on a property more than six times per year;

   c. Shall comply with the minimum dimensional standards of the zoning designation;

   d. Shall be sited so as to leave adequate parking for the primary uses if required by OCMC 17.52 or as otherwise specified in a land use approval;

   e. Shall not disturb ingress or egress to the site; and

   f. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

2. Temporary structures larger than two hundred square feet may be permitted up to two times per year; and:

   a. Structures larger than two hundred square feet up to eight hundred square feet:

      i. Shall not be on a property for more than thirty consecutive days;

      ii. Shall comply with the minimum dimensional standards of the zoning designation;

iii. Shall be sited so as to leave adequate parking for the primary uses if required by OCMC 17.52 or as otherwise specified in a land use approval;

iv. Shall not disturb ingress or egress to the site; and

v. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

b. Structures larger than eight hundred square feet:

i. Shall not be on a property for more than seven consecutive days;

ii. Shall comply with the minimum dimensional standards of the zoning designation;

iii. Shall be sited so as to leave adequate parking for the primary uses if required by OCMC 17.52 or as otherwise specified in a land use approval;

iv. Shall not disturb ingress or egress to the site; and

v. Shall be exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.I and J.

3. Government owned properties are exempt from all sections of OCMC 12.08, 16.12, 17.52 and 17.62 except subsections 17.62.050.H and I and the dimensional standards of the zoning designation.

J. All new utilities shall be placed underground.

1. Service poles may be allowed on private property when undergrounding service is technically or physically infeasible.

K. Development shall comply with requirements of the following Oregon City Municipal Code chapters, as applicable, including but not limited to:

1. Chapter 12.04, Streets, Sidewalks and Public Places.

2. Chapter 12.08, Public and Street Trees.

3. Chapter 13.04, Water Service System.

4. Chapter 13.08, Sewer Regulations.

5. Chapter 13.12, Stormwater Management.

6. Chapter 16.12, Minimum Improvements and Design Standards for Development.

7. Chapter 17.20, Residential Design Standards for ADU's, Cluster Housing, Internal Conversions, Live/Work Units, and Manufactured Home Parks.

8. Chapter 17.40, Historic Overlay District.

9. Chapter 17.41, Tree Protection Standards.

10. Chapter 17.42, Flood Management Overlay District.

11. Chapter 17.44, Geologic Hazards.

12. Chapter 17.47, Erosion and Sediment Control.

13. Chapter 17.48, Willamette River Greenway.

14. Chapter 17.49, Natural Resource Overlay District.

15. Chapter 17.50, Administration and Procedures.
16. Chapter 17.52, Off-Street Parking and Loading.
17. Chapter 17.54, Supplemental Zoning Regulations and Exceptions.
18. Chapter 17.58, Lawful Nonconforming Uses, Structures, and Lots.
19. Chapter 17.65, Master Plans and Planned Unit Development.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 21-1007, § 1(Exh. A), 4-21-2021)

17.62.055 Institutional, office, multi-family, retail, and commercial building standards.

A. Purpose. The primary objective of the regulations contained in this section is to provide a range of design choices that promote creative, functional, and cohesive development that is compatible with surrounding areas. Buildings approved in compliance with these standards are intended to serve multiple tenants over the life of the building, and are not intended for a one-time occupant. The standards encourage people to spend time in the area, which also provides safety though informal surveillance. Finally, this section is intended to promote the design of an urban environment that is built to human scale by creating buildings and streets that are attractive to pedestrians, create a sense of enclosure, provide activity and interest at the intersection of the public and private spaces, while also accommodating vehicular movement.

B. Applicability. This section applies to institutional, office, multi-family, retail and commercial buildings except accessory structures less than one thousand square feet and temporary structures.

C. Conflicts. With the exception of standards for building orientation and building front setbacks, in the event of a conflict between a design standard in this section and a standard or requirement contained in the underlying zoning district, the standard in the zoning district shall prevail.

D. Siting of Structures. On sites with one hundred feet or more of frontage at least sixty percent of the site frontage width shall be occupied by buildings placed within five feet of the property line. For sites with less than one hundred feet of street frontage, at least fifty percent of the site frontage width shall be occupied by buildings placed within five feet of the property. Multi-family developments shall be placed no farther than twenty feet from the front property line. This section does not apply to properties with less than forty feet of frontage.

A larger front yard setback may be approved through site plan and design review if the setback area incorporates at least one element from the following list for every five feet of increased setback requested:

1. Tables, benches or other approved seating area.
2. Cobbled, patterned or paved stone or enhanced concrete.
3. Pedestrian scale lighting.
4. Sculpture/public art.
5. Fountains/water feature.
6. At least twenty square feet of landscaping or planter boxes for each tenant facade fronting on the activity area.
7. Outdoor café.
8. Enhanced landscaping or additional landscaping.

9. Other elements, as approved by the community development director, that can meet the intent of this section.

E. Building Orientation. All buildings along the street frontage shall face the front most architecturally significant facade toward the street and have a functional primary entrance facing the street. Primary building entrances shall be clearly defined and recessed or framed by a sheltering element such as an awning, arcade or portico in order to provide shelter from the summer sun and winter weather.

F. Entryways. Entrances shall include a doorway and a minimum of four of the following elements:

1. Display windows; recesses or projections; peaked roof or raised parapet over the door; canopy of at least five feet in depth; porch; distinct materials; architectural details such as tile work and moldings; pedestrian amenities such as benches, planters or planter boxes; landscape treatments integrating arbors, low walls, trellis work; or similar elements. Trellises, canopies and fabric awnings may project up to five feet into front setbacks and public rights-of-way, provided that the base is not less than eight feet at the lowest point and no higher than ten feet above the sidewalk.

G. Corner Lots. For buildings located at the corner of intersections, the primary entrance of the building shall be located at the corner of the building or within twenty-five feet of the corner of the building. Additionally, one of the following treatments shall be required:

1. Incorporate prominent architectural elements, such as increased building height or massing, cupola, turrets, or pitched roof, at the corner of the building or within twenty-five feet of the corner of the building.

2. Chamfer the corner of the building (i.e. cut the corner at a forty-five degree angle and a minimum of ten feet from the corner) and incorporate extended weather protection (arcade or awning), special paving materials, street furnishings, or plantings in the chamfered area.

3. Standards 1 and 2 above do not apply to vertically attached 3—4 plexes, multi-family buildings or multi-family portions of residential mixed-use buildings.

H. Variation in Massing. For street facing facades greater than one hundred twenty feet in length a modulation is required which extends through all floors. Decks and roof overhangs may encroach up to three feet per side into the modulation. The modulation shall meet one of the following dimensional requirements:

1. A minimum depth of two percent of the length of the façade and a minimum width of thirty percent of the length of the façade; or

2. A minimum depth of four percent of the length of the façade and a minimum width of twenty percent of the length of the façade.

I. Building Design Elements.

1. All front and side facades shall provide a design element or architectural feature that add interest and detail such that there are no blank walls of thirty feet in length or more, measured horizontally. Features that can meet this requirement include:

a. Change in building material or texture;

b. Window or door;

c. Balcony; or

d. Pillar or post.

2. Street facing facades shall include additional design features. For every thirty feet of façade length, three of the following elements are required:

a. Decorative materials on more than ten percent of the total wall area (e.g., brick or stonework, shingles, wainscoting, ornamentation, and similar features);

b. Decorative cornice and/or roof line (e.g., for flat roofs);

c. Roof gable;

d. Recessed entry;

e. Covered canopy entry;

f. Cupola or tower;

g. Dormer;

h. Balcony;

i. Pillars or posts;

j. Repeating pattern of building materials;

k. A change in plane of at least two feet in width and six inches in depth;

l. Bay or oriel window; or

m. An alternative feature providing visual relief and detail as approved by the community development director.

3. Building Detail Variation. Architectural features shall be varied on different buildings within the same development. At least two of the required features on each street-facing elevation shall be distinct from the street-facing elevations of other buildings within the same development.

J. Windows.

1. The minimum windows requirements are set forth in Table 17.62.055.J. Windows are measured in lineal fashion between 3.5 feet and six feet from the ground. For example, a one hundred-foot long building elevation would be required to have at least sixty feet (sixty percent of one hundred feet) of windows in length between the height of 3.5 feet and six feet from the ground.

Table 17.62.055.J
Minimum Windows

Use	Ground Floor: Front and Street Facing Facades	Upper Floor(s): Front and Street Facing Facades	Ground Floor: Side(s) Facades	Upper Floor(s): Side(s) Facades
Non-Multi-Family (or Portions of Buildings Thereof)	60%	10%	30%	10%
Multi-Family (or Portions of	15%	15%	10%	10%

Buildings Thereof)				

2. Reflective, glazed, mirrored or tinted glass is limited to ten percent of the lineal footage of windows on the street facing facade. Highly reflective or glare-producing glass with a reflective factor of one-quarter or greater is prohibited on all building facades. Any glazing materials shall have a maximum fifteen percent outside visual light reflectivity value. No exception shall be made for reflective glass styles that appear transparent when internally illuminated.

3. Side walls that face walkways may include false windows and door openings only when actual doors and windows are not feasible because of the nature of the use of the interior use of the building. False windows located within twenty feet of a right-of-way shall be utilized as display windows with a minimum display depth of thirty-six inches.

4. Multi-family windows shall incorporate window trim at least four inches in width when surrounded by horizontal or vertical lap siding.

K. Roof Treatments. The maximum length of any continuous roofline on a street-facing façade shall be seventy-five feet without a cross gable or change in height of at least two feet.

L. Drive-through facilities shall:

1. Be located at the side or rear of the building.

2. Be designed to maximize queue storage on-site.

M. Special development standards along transit streets.

1. Purpose. This section is intended to provide direct and convenient pedestrian access to retail, office and institutional buildings from public sidewalks and transit facilities and to promote pedestrian and transit travel to commercial and institutional facilities.

2. Applicability. Except as otherwise provide in this section, the requirements of this section shall apply to the construction of new retail, office and institutional buildings which front on a transit street.

3. Development Standards.

a. All buildings shall have at least one main building entrance oriented towards the transit street. A main building entrance is oriented toward a transit street if it is directly located on the transit street, or if it is linked to the transit street by an on-site pedestrian walkway that does not cross off-street parking or maneuvering areas.

i. If the site has frontage on more than one transit street, or on a transit street and a street intersecting a transit street, the building shall provide one main building entrance oriented to the transit street or to the corner where the two streets intersect.

ii. For building facades over three hundred feet in length on a transit street, two or more main building entrances shall be provided as appropriate and oriented towards the transit street.

b. In the event a requirement of this section conflicts with other requirements in Title 17, the requirements of this section shall control.

4. Exemptions. The following permitted uses are exempted from meeting the requirements of subsection 3 of this section:

a. Heavy equipment sales;

b. Motor vehicle service stations, including convenience stores associated therewith; or

c. Solid waste transfer stations.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.056 Additional standards for large retail establishments.

Retail building(s) occupying more than ten thousand gross square feet of floor area shall contribute to the establishment or enhancement of community and public spaces by providing at least two of the following:

A. Patio/seating area;

B. Pedestrian plaza with benches;

C. Transportation center;

D. Window shopping walkway;

E. Outdoor playground area;

F. Kiosk area, water feature;

G. Clock tower; or

H. Other such deliberately shaped area and/or a focal feature or amenity that, in the judgment of the appropriate decision maker, adequately enhances such community and public spaces. Any such areas shall have direct access to the public sidewalk network and such features shall not be constructed of materials that are inferior to the principle materials of the building and landscape.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.057 Multi-family usable open space requirements.

A. Intent. Creating areas of usable open space that are easily accessed by residents provides focal points for community recreation and interaction and adds to the overall quality of life for residents. Given the environmental and recreational benefits of common open space, it should be integrated purposefully into the overall design of a development and not merely be residual areas left over after buildings and parking lots are sited.

B. Open Space Required. All new multi-family developments in all zones shall provide usable open space.

1. In residential zones, each development shall provide a minimum of one hundred square feet of open space per dwelling unit.

2. In nonresidential, commercial and mixed-use zones, each development shall provide a minimum of fifty square feet of open space per dwelling unit.

3. Required setback areas shall not count toward the open space requirement unless setback areas are incorporated into spaces that meet all other requirements of this section.

4. Required open space areas may be counted towards both the open space requirements and the minimum landscaping requirements in OCMC 17.62.050.A, if the spaces meet the requirements of both sections.

C. Usable Open Space Types.

1. Common open spaces shall be accessible to all residents of the development and include landscaped courtyards, decks, gardens with pathways, children's play areas, common rooftop decks and terraces, and other multipurpose recreational or green spaces. Common open spaces may be used to meet one hundred percent of the usable open space requirement. Design standards:

    a. Minimum dimensions for common open space shall be twelve feet with a minimum size of two hundred square feet for developments with twenty units or less, and twenty feet with a minimum size of four hundred square feet for developments with twenty-one or more units.

    b. Common open space shall feature a mix of natural and recreational amenities to make the area more functional and enjoyable for a range of users. Sites with twenty units or less shall provide a minimum of two of the following amenities, and sites with twenty-one units or more shall provide a minimum of three of the following amenities and an additional amenity for every twenty units over forty, rounded up.

1. Landscaping areas.
2. Community gardening areas.
3. Large trees expected to reach over eighteen inches dbh at maturity.
4. Seating.
5. Pedestrian-scaled lighting.
6. Hard-surfaced pedestrian paths in addition to those required for internal pedestrian circulation.
7. Paved courtyard or plaza.
8. Gazebos or other decorative shelters.
9. Play structures for children.
10. Sports courts.
11. An alternative amenity as approved by the community development director.

    c. Common open space shall be separated from ground level windows, streets, service areas and parking lots with landscaping, low-level fencing, and/or other treatments as approved by the city that enhance safety and privacy for both the common open space and dwelling units.

    d. Common open space shall be accessible from the dwelling units and, as appropriate, from public streets and sidewalks. The space shall be oriented to encourage activity from local residents.

2. Private open space that is not open to all residents includes balconies, patios, and other outdoor multi-purpose recreational or green spaces. It may be used to meet up to fifty percent of the usable open space requirement.

    a. Minimum dimensions for private open space shall be five feet with a minimum size of forty square feet.

3. Indoor recreational space may be used to meet up to twenty-five percent of the usable open space requirement provided the space is:

    a. Accessible to all dwelling units.

    b. Designed for and includes equipment for a recreational use (e.g., exercise, group functions, etc.).

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.058 Additional public park and open space requirements in Thimble Creek Concept Plan Area—Nonresidential development.

A. New non-residential development creating new commercial or industrial space will contribute to the creation of the parks and open space within the Thimble Creek Concept Plan by contributing a fee in lieu to the city to support the acquisition and interim use of needed park and open space land within the concept plan boundary as follows:

1. The fee in lieu will be set by the city commission and adopted yearly in the city's fee schedule. The fee shall only be used by the city for park, trail and open space acquisition and interim site development.

2. The fee-in-lieu or other equivalent monetary contribution, approved by the community development director, must be paid prior to approval of the certificate of occupancy.

(Ord. No. 21-1006, § 1(Exh. A), 7-1-2020)

17.62.059 Additional public park and open space requirements in Thimble Creek Concept Plan Area—Residential development.

A. Each development within the Thimble Creek Concept Plan area that includes residential development must dedicate land for neighborhood parks and open space subject to the location requirement set forth in subsection D as follows:

1. The minimum acreage of land dedicated for the South-Central Open Space-Neighborhood Park as provided in the following calculation: (2.6 persons per dwelling units) × (total number of dwelling units proposed) × (four acres)/(one thousand persons);

2. The minimum amount of land in acres dedicated for the East Ridge-Thimble Creek Conservation Area shall be 7.5 acres; and

3. The entire acreage must be dedicated as part of the final plat or site plan development approval for the first phase of development.

B. If a larger area for a neighborhood park or open space is proposed than is required based on the per-unit calculation described in subsection A, for the south Central Open Space Neighborhood Park, the city must reimburse the applicant for the value of the amount of land that exceeds the required dedication based on the fee-in-lieu formula expressed in subsection C.

C. The city may accept a fee-in-lieu as an alternative to this dedication at its discretion or may require a fee-in-lieu if a suitable site meeting the criteria described in subsection D of these provisions is not available within the development site. The calculation of the fee-in-lieu or other monetary contributions must meet the following standards:

1. The amount of the fee in lieu of other monetary contributions shall be determined by a licensed, city selected appraiser retained by the applicant, who will value the excessive dedication assuming that zoning and other land use entitlement necessary for park and open space development are in place.

2. The fee-in-lieu or other monetary contribution shall be paid current with public dedication.

D. Neighborhood park and open space sites proposed for dedication must be located within the South-Central Open Space Network and East Ridge Thimble Creek Conservation Area Park locations as shown in Figure 17.62.059-1 and meet the following locational and development standards:

1. South Central Open Space-Neighborhood Park.

a. Thirty-foot ped/bikeway string along the east side of Center Parkway to be located in a shared-use path and will not be considered part of a pearl.

b. Up to four pearls of various sizes spread along the open space network.

c. Minimum sizes pearl: Two acres minimum.

d. Maximum size pearl: None.

e. Minimum combined size of all pearls: Ten acres.

f. Minimum average pearl width: Two hundred feet.

g. Minimum average pearl depth: Two hundred feet.

h. At least five acres to be developed with active recreation components.

i. The first pearl dedicated must be at least three acres in size.

2. East Ridge-Thimble Creek Conservation Area shall include:

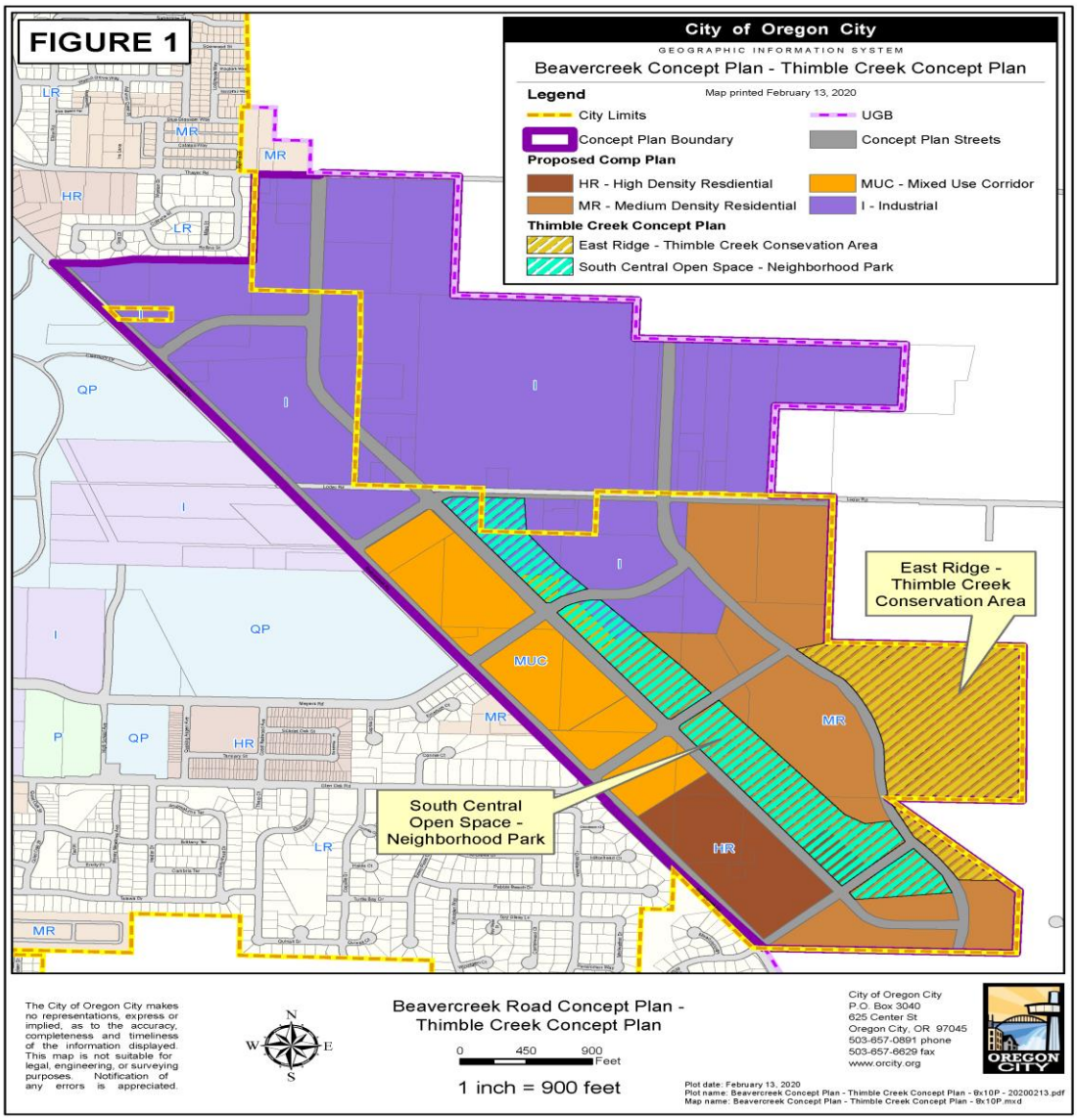
a. One-half of area between the Thimble Creek stream buffer and the four hundred ninety-foot elevation ridgeline to be open space;

b. Two public viewpoints separated by at least four hundred feet with a minimum size of .35 acre at less than ten percent slope for each viewpoint. One of the viewpoints must be visible from a passing vehicle on the Ridge Parkway;

c. Seven hundred-foot non-interrupted view corridor along the open space from the east edge of the Ridge Parkway; and

d. Provide a pedestrian-oriented forest trail from one view-point to another along the Ridge Parkway.

Figure 17.62.059-1



(Ord. No. 21-1006, § 1(Exh. A), 7-1-2020)

17.62.060 Reserved.

Editor's note(s)—Ord. No. 22-1001, § 1(Exh. A), adopted June 1, 2022, repealed § 17.62.060, which pertained to cluster housing and derived from Ord. No. 18-1009, adopted July 3, 2019; Ord. No. 19-1008, adopted December 18, 2019 and Ord. No. 21-1006, adopted July 1, 2020.

17.62.065 Outdoor lighting.

A. Purpose. The general purpose of this section is to require outdoor lighting that is adequate for safety and convenience; in scale with the activity to be illuminated and its surroundings; directed to the surface or activity to be illuminated; and designed to clearly render people and objects and contribute to a pleasant nighttime environment. Additional specific purposes are to:

1. Provide safety and personal security as well as convenience and utility in areas of public use or traverse, for uses where there is outdoor public activity during hours of darkness;
2. Control glare and excessive brightness to improve visual performance, allow better visibility with relatively less light, and protect residents from nuisance and discomfort;
3. Control trespass light onto neighboring properties to protect inhabitants from the consequences of stray light shining in inhabitants' eyes or onto neighboring properties;
4. Result in cost and energy savings to establishments by carefully directing light at the surface area or activity to be illuminated, using only the amount of light necessary; and
5. Control light pollution to minimize the negative effects of misdirected light and recapture views to the night sky.
6. Encourage energy efficient lighting with new technologies such as light emitting diodes (LED) or similar to reduce ongoing electrical demand and operating costs.

B. Applicability.

1. General.
   a. All exterior lighting for any type of commercial, mixed-use, industrial, institutional, or multi-family development shall comply with the standards of this section, unless excepted in subsection B.3.
   b. The city engineer or public works director shall have the authority to enforce these regulations on private property if any outdoor illumination is determined to present an immediate threat to the public health, safety and welfare.
2. Lighting Plan Requirement. All commercial, industrial, mixed-use, cottage housing and multi-family developments shall submit a proposed exterior lighting plan. The plan shall be submitted concurrently with the site plan. The exterior lighting plan shall include plans and specifications for streetlights, parking lot lights, and exterior building lights. The specifications shall include details of the pole, fixture height and design, lamp type, wattage, and spacing of lights.
3. Excepted Lighting. The following types of lighting are excepted from the requirements of this section:
   a. Residential lighting for single-family attached and detached homes, and duplexes.
   b. Public street and right-of-way lighting.
   c. Temporary decorative seasonal lighting provided that individual lamps have a light output of sixty watts or less.
   d. Temporary lighting for emergency or nighttime work and construction.
   e. Temporary lighting for theatrical, television, and performance areas, or for special public events.
   f. Lighting for a special district, street, or building that, according to an adopted municipal plan or ordinance, is determined to require special lighting aesthetics as part of its physical character.
   g. Lighting required and regulated by the Federal Aviation Administration.

C. Design and Illumination Standards.

1. Outdoor lighting, if provided, shall be provided in a manner that enhances security, is appropriate for the use, avoids adverse impacts on surrounding properties, and the night sky through appropriate shielding as defined in this section. Glare shall not cause illumination on other properties in excess of a measurement of 0.5 footcandles of light as measured at the property line.
2. Lighting shall be provided in parking lots, bicycle parking areas, and vehicular circulation areas.
3. Lighting shall be provided in pedestrian walkways, pedestrian plazas, and pedestrian circulation areas.
4. Lighting shall be provided at all building entrances.
5. With the exception of pedestrian scale lighting, all light sources shall be concealed or shielded with a full cut-off style fixture in order to minimize the potential for glare and unnecessary diffusion on adjacent property.
6. The maximum height of any lighting pole serving a multi-family residential use shall be twenty feet. The maximum height serving any other type of use shall be twenty-five feet, except in parking lots larger than five acres, the maximum height shall be thirty-five feet if the pole is located at least one hundred feet from any residential use.
7. Floodlights shall not be utilized to light all or any portion of a building facade between ten p.m. and six a.m.
8. Lighting on outdoor canopies shall be fully recessed into the canopy and shall not protrude downward beyond the ceiling of the canopy.
9. All outdoor light not necessary for security purposes shall be reduced, activated by motion sensor detectors, or turned off during non-operating hours.
10. Light fixtures used to illuminate flags, statues, or any other objects mounted on a pole, pedestal, or platform shall use a narrow cone beam of light that will not extend beyond the illuminated object.
11. For upward-directed architectural, landscape, and decorative lighting, direct light emissions shall not be visible above the building roofline.
12. No flickering or flashing lights shall be permitted, except for temporary decorative seasonal lighting.
13. Lighting for outdoor recreational uses such as ball fields, playing fields, tennis courts, and similar uses, are allowed a light post height up to eighty feet in height.
14. Main building entrances shall be well lighted and visible from any transit street. The minimum lighting level for building entries fronting on a transit street shall be three foot-candles.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

17.62.085 Refuse and recycling standards for commercial, industrial, office, institutional, and multi-family developments.

The purpose and intent of these provisions is to provide an efficient, safe and convenient refuse and recycling enclosure for the public as well as the local collection firm. All new development, change in property use, expansions, or exterior alterations to uses, other than single-family detached residential units, duplexes, triplexes, quadplexes, townhouses, cottage clusters or accessory dwelling units (ADUs), shall include a refuse and recycling enclosure. The area(s) shall be:

A. Fully enclosed and visually screened;

B. Located in a manner easily and safely accessible by collection vehicles;

C. Located in a manner so as not to hinder travel lanes, walkways, streets or adjacent properties;

D. On a level, hard surface designed to discharge surface water runoff and avoid ponding;

E. Maintained by the property owner;

F. Used only for purposes of storing solid waste and recyclable materials;

G. Designed in accordance with applicable sections of the Oregon City Municipal Code (including OCMC 8.20, Solid Waste Collection and Disposal) and city adopted policies.

Enclosures are encouraged to be sized appropriately to meet the needs of current and future tenants and designed with sturdy materials which are compatible to the primary structure(s).

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019; Ord. No. 22-1001, 1(Exh. A), 6-1-2022)

17.62.090 Implementation.

A. Applications for site plan and design review shall be reviewed in the manner provided in OCMC 16.12 and 17.50. The building official may issue a certificate of occupancy only after the improvements required by site plan and design review approval have been completed, or a schedule for completion and a bond or other financial guarantee have been accepted by the city.

B. In performing site plan and design review, the review authority shall consider the effect of additional financial burdens imposed by such review on the cost and availability of needed housing types. Consideration of such factors shall not prevent the imposition of conditions of approval found necessary to meet the requirements of this section. The cost of such conditions of approval shall not unduly increase the cost of housing beyond the minimum necessary to achieve the provisions of this title, nor shall such cost prevent the construction of needed housing types.

C. The site plan and design review provisions of this chapter shall not be applied to reduce the density or height of an application for a development project that reserves at least seventy-five percent of the gross floor area for housing where the proposed density or height is at or below what is allowed in the base zone, except in the following situations:

1. Where the reduction in density is required for development subject to historic overlay provision in OCMC 17.40; or

2. Where the reduction in density is necessary to resolve a health, safety or habitability issue, or to comply with the natural resource overlay district regulations of OCMC 17.49, the geologic hazard overlay district regulations of OCMC 17.44, or the floodplain management overlay district regulations of OCMC 17.42 or steep slope regulations.

(Ord. No. 18-1009, § 1(Exh. A), 7-3-2019; Ord. No. 19-1008, § 1(Exh. A), 12-18-2019)

Oregon
Tina Kotek, Governor

Department of Land Conservation and Development
Director's Office
635 Capitol Street NE, Suite 150
Salem, Oregon 97301-2540
503-373-0050
www.oregon.gov/LCD

June 9, 2025

Melissa Ryan
Bateman Seidel Miner Blomgren Chelis & Gram, P.C.
1000 NW Broadway, Suite 1910
Portland, OR 97205

By Email: mryan@batemansiedel.com

Subject: Exemption Request for City of Oregon City

Dear Ms. Ryan,

I am writing in response to your request of May 27, 2025 on behalf of the City of Oregon City. The city requests an exemption to parts of Oregon Administrative Rules (OAR) chapter 660, division 12, known as the Transportation Planning Rules.

OAR 660-012-0100(4) provides for exemptions to parts of the Transportation Planning Rules in limited circumstances. It authorizes exemptions for cities with a population of less than 10,000 within the urban area, cities newly included in a metropolitan planning area, and cities in a newly designated metropolitan planning area.

Oregon City has a population larger than 10,000 and is not newly included within a metropolitan planning area. I do not have the authority to grant an exemption to the City of Oregon City; therefore, I deny the request for an exemption.

Sincerely,

Brenda D Bateman

Brenda Bateman, Ph.D.
Director

CC: Pete Walter, Oregon City, Interim Community Development Director
Kirstin Greene, DLCD Deputy Director
Matt Crall, DLCD Planning Services Division Manager
Erik Havig, ODOT Statewide Policy and Planning Manager
Neelam Dorman, ODOT Region 1 Planning Manager
Kelly Reid, DLCD Regional Representative
Theresa Conley, ODOT Transportation Planner
Bill Holmstrom, DLCD Land Use and Transportation Planning Coordinator
Cody Meyer, DLCD Land Use and Transportation Planner

Bateman Seidel

Melissa M. Ryan
mryan@batemanseidel.com
www.batemanseidel.com
Telephone: 971.480.7080

May 27, 2025

Via Email and Regular Mail:
brenda.o.bateman@dlcd.oregon.gov
kirstin.greene@dlcd.oregon.gov

Dr. Brenda Ortigoza Bateman, Director
Kirstin Greene, Deputy Director
Oregon Department of Land Conservation and Development
635 Capitol Street, NE, Suite150
Salem, Oregon 97301-2540

Re: CFEC Rule at OAR 660-012-0440(3) - Exception Request

Dear Director Bateman and Deputy Director Greene:

Please accept this letter as the City of Oregon City's (City's) request to allow the City to adopt zoning code amendments that vary slightly from the Climate Friendly and Equitable Communities (CFEC) rule at OAR 660-012-0440(3) and (4), which provide:

> "(3) Cities and counties may not enforce parking mandates for developments on a lot or parcel that includes lands within one-half mile of frequent transit corridors * * *.
>
> "(4) Cities and counties may use either walking distance or straight-line distance in measuring distances in this rule."

The City is requesting that DLCD allow it to require minimal off-street parking for development on lots within *one-quarter mile* rather than one-half mile walking distance of the Tri Met bus line 33 (Line 33) frequent transit corridor (Line 33 Corridor). Although the City does not technically qualify for the exemption process set out in OAR 660-012-100(4) because the City's population is greater than 10,000, the City wishes to point out several factors that are unique to the City that support an exception to the strict requirement of the rule.

First, unlike other cities within the Portland Metropolitan Area with more transit routes, the Line 33 Corridor is the City's only transit corridor. Because of the City's small geographic area, the one-half mile area mandated by the rule comprises a significant portion of the City that will be ineligible for minimal off-street parking for new development.

Second, the request is supported by the City's unique topography that includes slopes of more than 25 percent in areas that are less than one-half mile walking distance from Line 33 (Transit Gap Area). No other public transit services exist in the Transit Gap Area to provide those living or doing business within the Transit Gap Area with a way to travel on those steep slopes.

The City believes this request is supported by the City's unique topography, small geographic size, and lack of additional public transit services within the Transit Gap Area. The City appreciates your consideration of this request and looks forward to hearing from you.

Please contact me with any questions or if you would like further information.

Very truly yours,

Melissa Ryan

cc: Tony Konkol, City Manager
Pete Walter, Interim Director - Community Development Department

LEGISLATIVE STAFF REPORT AND RECOMMENDATION

A preliminary analysis of the applicable approval criteria for a legislative proposal is enclosed within the following report.

April 7, 2025

HEARING DATE: **April 14, 2025 -** Planning Commission
7:00 pm, Commission Chambers, Robert Libke Public Safety Building
1234 Linn Ave, Oregon City, OR 97045

FILE NUMBER: LEG-25-02

APPLICATION TYPE: Legislative (OCMC 17.50.170)

APPLICANT: City of Oregon City - Planning Division,
PO Box 3040, Oregon City, OR 97045

Aquilla Hurd-Ravich, AICP, Community Development Director
Pete Walter, Planning Manager

REQUEST: Amendments to the Oregon City Municipal Code to implement Parking Reforms for compliance with Climate Friendly and Equitable Communities rules

LOCATION(S): City Wide

I. BACKGROUND:

File No. LEG-25-02 amends various Chapters of the Oregon City Municipal Code to implement Oregon's new administrative rules (OAR) pertaining to parking that were recently enacted as part of the Climate Friendly and Equitable Communities (CFEC) program and provides recommended findings for legislative adoption of code updates that Oregon City will need to implement to comply with the new rules.

The parking-related rules (OAR 660-12-0400 through -0450) generally aim to reduce the amount of unnecessary parking built due to minimum requirements, and to reduce impacts of new parking to the extent possible. There are three broad paths to compliance allowed within the rules ("options," per DLCD's terminology).

- Option 1 is to repeal mandates entirely.

- Options 2 and 3 are to enact either a smaller subset of more significant reforms (Option 2) or a larger subset of less significant reforms (Option 3).

The Oregon City Commission directed Staff to proceed with Option 3.

Additionally, there are several requirements regarding newly developed or redeveloped parking specified by OARs 660-012-0405 (Parking Regulation Improvements) and 660-012-0410 (Electric Vehicle Charging) that necessitate updates to Oregon City's code, and additional rules addressing the maximum amount of parking that can be developed specified by OAR 660-012-0415.

The memo titled "Oregon City Conceptual Approach to CFEC Compliance" dated March 1, 2025, by the City's consultant Studio Davis discusses the preferred avenue to compliance for Oregon City. This avenue was developed beginning with an initial code audit conducted in 2023 by Jet Planning and refined through ongoing analysis and outreach conducted by Studio Davis and the City in tandem. The recommendations herein discuss and consider feedback received through an extensive outreach process that included presentations to the various boards and commissions serving Oregon City as well as a public workshop that included in-person and online elements.

PROCESS

Adoption of the code amendments is a legislative action that requires review and recommendation from the Planning Commission prior to adoption by the City Commission following public hearings.

Engagement & Outreach

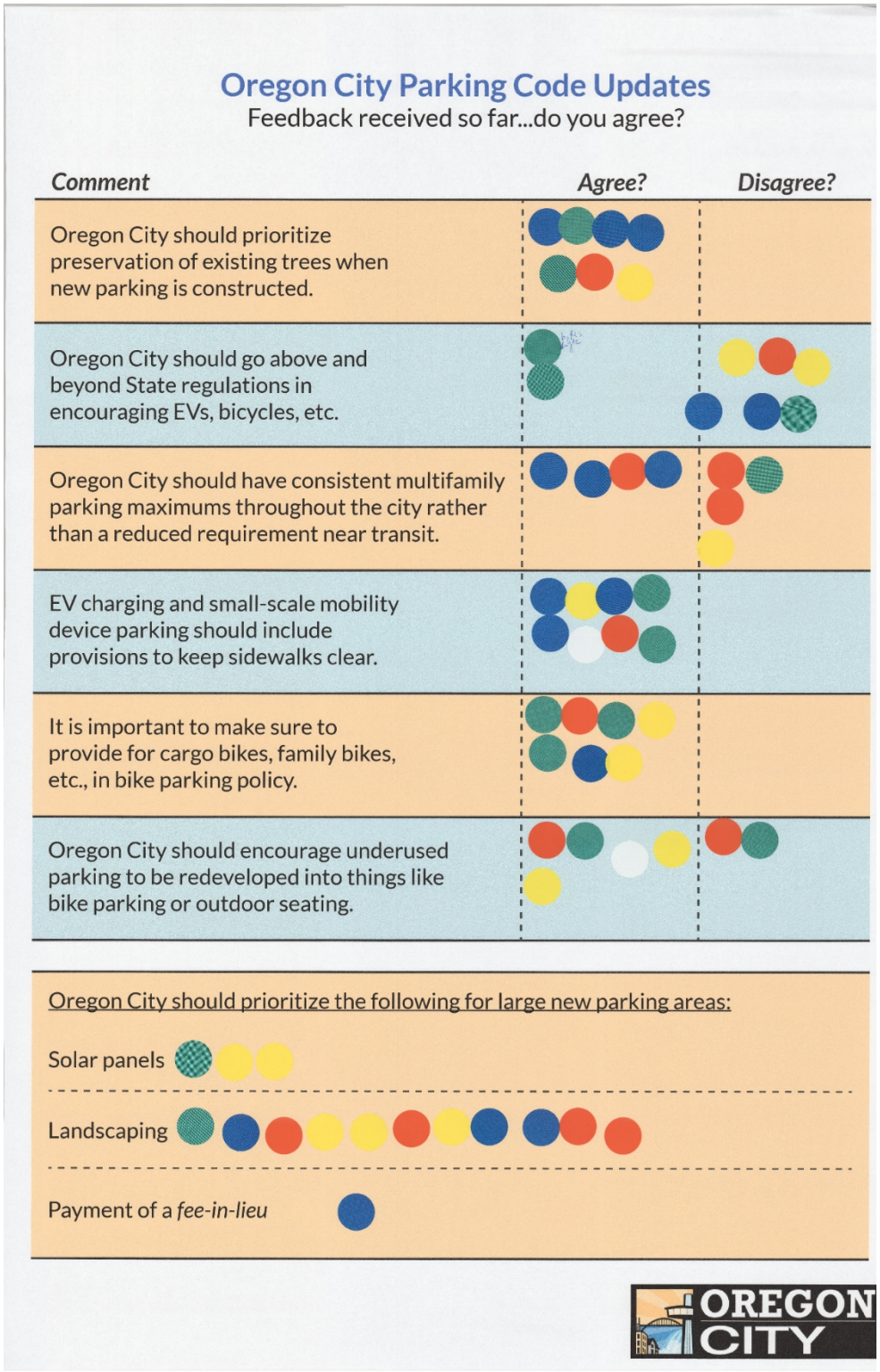
The approach to compliance detailed below was developed through a robust and inclusive outreach process that sought to obtain feedback from Oregon City residents, employees, and community leaders.

The initial round of engagement prior to October 2024 was conducted directly by City staff. In late 2024, an ad-hoc CFEC Committee was formed to advise the project team on implementing the necessary changes. From the City's initial engagement, Option 3 emerged as the preferred compliance alternative. The CFEC Committee supported this alternative and established the general framework for compliance.

While many elements of Option 3 are prescriptive, there are several areas where Oregon City has some discretion regarding how to meet requirements. The project team sought feedback on these areas through subsequent engagement efforts with the CFEC Committee and other standing committees during January and February 2025, including with a public open house held on February 10, 2025. For the Open House, the project team created a number of materials to solicit feedback, including creation of a poster that summarized the feedback received to date. That poster is shown below in Figure 1, and represents a good synopsis of feedback received, showing both the key points from the various commissions as well as the workshop's participants' dots indicating agreement or disagreement.

Figure 1

Again, many of the requirements Oregon City needs to update are strictly prescribed by the CFEC



rules. However, the engagement process generated detailed and thoughtful feedback on a number of areas where the City does have latitude. To the extent possible, that feedback has been incorporated into the recommended updates.

CFEC Advisory Committee

City Staff

Aquilla Hurd-Ravich, Community Development Director
Pete Walter, Planning Manager
Dayna Webb, Public Works Director
Ryan Kersey, Manager, Code and Parking Enforcement
Vance Walker, Manager, OCPW Operations
James Graham, Economic Development Manager
Ann Griffin, Economic Development Coordinator

Community Members

Juliana Allen, Downtown Oregon City Association (DOCA)
Andrew Crampton, Housing Authority of Clackamas County (HACC)
Dorothy Dahlsrud, Oregon City Citizen Involvement Committee (CIC)
Karla Laws, Community Member
Devin Ellen, Housing Authority of Clackamas County (HACC)
Dan Fowler, Downtown business owner
Gloria LaFleur, Housing Authority of Clackamas County (HACC)
Raymond Rendlemann, Transportation Advisory Committee (TAC)
Kristen Svicarovich, Confederated Tribes of the Grand Ronde
Tim Wuest, Oregon City Business Alliance, Parks and Recreation Advisory Committee (PRAC)
Vicki Yates, Resident / Mid-Town Business Owner
Ryan Webb, Confederated Tribes of the Grand Ronde
Samantha Wolf, Chair, Oregon City Natural Resources Committee (NRC)

Meetings / Outreach Dates

2024

January 9	City Commission work session
January 17	City Commission presentation
October 30	CFEC Advisory Committee Meeting #1
November 14	CFEC Advisory Committee Meeting #2

2025

January 9	Development Stakeholders Group
January 13	Planning Commission
February 3	Citizen Involvement Committee
February 10	Public Open House
February 10-17	On-Line Virtual Public Open House
February 12	Natural Resources Committee
February 26	Library Board
March 10	Planning Commission
March 11	City Commission

March 13	CFEC Advisory Committee meeting #3
March 18	Gaffney Lane Neighborhood Association
April 14	Planning Commission Public Hearing #1
May 7	City Commission Public Hearing #1
May 21	City Commission Public Hearing #2 (if needed)
June 4	City Commission 2nd Reading of Ordinance No. 25-1006

Public Notice and Comments
This is a legislative action that requires public notice pursuant to OCMC 17.50.090.C. - *Notice of Public Hearing on a Legislative Proposal*. The Community Development Director provided the required Post Acknowledgement Plan Amendment (PAPA) notice of the proposed changes to Land Use Regulations to the Oregon Department of Land Conservation and Development on March 7, 2025. Notice of the April 14, 2025 Planning Commission public hearing was also provided to the Citizen Involvement Committee, Natural Resources Committee, Neighborhood Associations, and affected service districts, agencies and parties by email on March 26, 2025.

Following the public notice, as of the date of this report, no public comments have been received.

Project Webpages
Prior to the legislative adoption process, staff created a webpage to inform the public about the CFEC regulations at **https://orcity.org/1553/Climate-Friendly-Equitable-Communities-C**.

At the start of the legislative adoption process, staff created a project webpage for the legislative file at **https://orcity.org/3367/LEG-25-02-Climate-Friendly-Equitable-Com**.

II. DECISION-MAKING CRITERIA
The remainder of this staff report provides additional findings to demonstrate that the proposed parking code amendments are consistent with applicable approval criteria.

Chapter 17.68 - Zoning Changes and Comprehensive Plan Amendments

17.68.010 - Initiation of the amendment.
A text amendment to the comprehensive plan, or an amendment to the zoning code or map or the Comprehensive Plan map, may be initiated by:
A. A resolution request by the City Commission;
B. An official proposal by the Planning Commission;
C. An application to the Planning Division; or.
D. A Legislative request by the Planning Division.
All requests for amendment or change in this title shall be referred to the Planning Commission.
Finding: The proposal qualifies as initiated as a legislative request by the Planning Division at the direction of the City Commission.

17.68.015 –Procedures.
Applications shall be reviewed pursuant to the procedures set forth in Chapter 17.50.

17.50.170 - Legislative hearing process.
A. Purpose. Legislative actions involve the adoption or amendment of the city's land use regulations, comprehensive plan, maps, inventories and other policy documents that affect the entire city or large portions of it. Legislative actions which affect land use shall begin with a public hearing before the planning commission.

B. Planning Commission Review.
1. Hearing Required. The planning commission shall hold at least one public hearing before recommending action on a legislative proposal. Any interested person may appear and provide written or oral testimony on the proposal at or prior to the hearing. The community development director shall notify the Oregon Department of Land Conservation and Development (DLCD) as required by the post-acknowledgment procedures of ORS 197.610 to 197.625, as applicable.

C. City Commission Review.
1. City Commission Action. Upon a recommendation from the planning commission on a legislative action, the city commission shall hold at least one public hearing on the proposal. Any interested person may provide written or oral testimony on the proposal at or prior to the hearing. At the conclusion of the hearing, the city commission may adopt, modify or reject the legislative proposal, or it may remand the matter to the planning commission for further consideration. If the decision is to adopt at least some form of the proposal, and thereby amend the city's land use regulations, comprehensive plan, official zoning maps or some component of any of these documents, the city commission decision shall be enacted as an ordinance.

2. Notice of Final Decision. Not later than five days following the city commission final decision, the community development director shall mail notice of the decision to DLCD in accordance with ORS 197.615(2).

Finding: This legislative action followed the procedures found in OCMC 17.50.170 including meetings with the Citizen Involvement Committee, Natural Resource Committee, Planning Commission, and City Commission where applicable. A complete timeline of the meeting is provided on Page 3 of this report. Ordinance No. 25-1006 has been drafted for enactment by the City Commission.

17.68.020 - Criteria.
The criteria for comprehensive plan amendment or text or map amendment in the zoning code are set forth as follows:
A. The proposal shall be consistent with the applicable goals and policies of the comprehensive plan;

Finding: This legislative action is consistent with the applicable goals and policies of the comprehensive plan as detailed in the responses below. Therefore, the proposed amendments are consistent with Criterion (A).

OC2040 Comprehensive Plan
CHAPTER 1 - HEALTHY AND WELCOMING COMMUNITIES

GOAL 1 Implement and maintain a community engagement program that provides broad and inclusive opportunities for all Oregon City community members to learn about and understand city government processes, including land use planning, and participate meaningfully in decisions that impact their communities.

POLICY 1.3 Seek opportunities to develop and enhance relationships with community-based organizations (CBOs) who are working in Oregon City and the larger region.

POLICY 1.4 Utilize innovative forms of communication technology to enhance the City's public engagement efforts.

POLICY 1.5 Provide on-going education to the community regarding land use projects and processes and ensure clear communication about when and how to be involved at key points in the process.

Finding: the proposal is consistent with these applicable goals and policies of the OC2040 Comprehensive Plan. Additionally, as required under OAR 660-12 Development of the CFEC implementation included a robust public outreach and engagement process, summarized on pages 2-4 of this report. The public process that led to the legislative file included a presentation to the Citizen Involvement Committee and numerous other boards and committees. A virtual open house was held online to allow the public to participate remotely. All the meetings allowed for both in-person and virtual participation.

OC2040 Comprehensive Plan
CHAPTER 2: DIVERSE ECONOMY

GOAL 3 Guide growth and development in a manner that implements the City's 2040 Vision and maintains an urban growth boundary that supports and accommodates projected population and employment during the 20-year planning period.

POLICY 3.1 Promote efficient use of land and public infrastructure and plan for appropriate infill development, redevelopment, and new development.

STRATEGY 3.1.A Create incentives for new development to use land more efficiently, such as by having minimum floor area ratios and maximums for parking and setbacks.

STRATEGY 3.1.B Encourage the vertical and horizontal mixing of different land-use types in selected areas of the city where compatible uses can be designed to reduce the overall need for parking, create vibrant urban areas, reduce reliance on private automobiles, create more business opportunities and achieve better places to live.

GOAL 4 Encourage and support new development that incorporates supportive community features and sustainability principles in site design and building construction.

STRATEGY 4.2.A Encourage designs that achieve a minimum "Certified" level of LEED (Leadership in Energy and Environmental Design) certification.

STRATEGY 4.2.B Encourage commercial and industrial development that enhances livability of neighborhoods through the design of attractive LEED certified buildings and environmentally responsible landscaping that uses native vegetation wherever possible, and by ensuring that development is screened and buffered from adjoining residential neighborhoods and access is provided by a variety of transportation modes.

STRATEGY 4.2.C Encourage siting and construction of new development to take advantage of solar energy, minimize energy usage, and maximize opportunities for public transit.

POLICY 4.3 Utilize urban design principles that create comfortable and attractive public spaces that are reflective of Oregon City's community vision.

Finding: the proposal is consistent with these applicable goals and policies of the OC2040 Comprehensive Plan. Implementing parking reforms where land uses are supported by frequent transit and encouraging the reuse of underutilized parking areas will support community features and sustainability principles in site design and building construction and reduce barriers to redevelopment.

OC2040 Comprehensive Plan
CHAPTER 3 – CONNECTED INFRASTRUCTURE

GOAL 1 Provide a safe, comfortable, and accessible transportation network that serves all modes of travel, including non-motorized modes.

POLICY 1.2 Reduce Oregon City's carbon footprint by supporting and emphasizing non-motorized modes.

GOAL 4 Promote and support energy conservation, sustainability, and resiliency through best practices in infrastructure planning, operations, and management.

POLICY 2.4 Increase resiliency to climate change, natural hazard events, and cyber intrusions in public utility infrastructure.

POLICY 4.2 Continue to implement green, sustainable, and low-impact approaches to stormwater management.

STRATEGY 4.2.A Ensure parking lot designs that mitigate stormwater impacts. Take measures to reduce waterflow and increase water absorption using bioswales, vegetated landscaped islands with curb cuts to allow water inflow, and increase tree planting.

Finding: the proposal is consistent with these applicable goals and policies of the OC2040 Comprehensive Plan. The code amendments are intended to increase resiliency to climate change and will augment regulations already implemented by Oregon State Building Codes and used by City staff in the Building, Planning, and Engineering Divisions to promote more sustainable development. The zoning code already supports significant reductions in parking minimums to support land uses like restaurants and housing. CFEC rules include encouraging reuse of underutilized parking areas for purposes like outdoor seating areas, a policy the city already supports, and for electric vehicle charging, solar panels, and pedestrian and bicycle parking spaces.

OC2040 Comprehensive Plan
CHAPTER 4 – PROTECTED ENVIRONMENT

GOAL 2 Conserve, protect, and enhance the function, health, and diversity of the City's natural resources and ecosystems.

POLICY 2.1 Develop and adopt a Climate Action Plan for Oregon City.

POLICY 2.2 Implement site development and design practices that incorporate natural ecosystem enhancement, minimize impacts on natural resources, and avoid degradation or loss of wetlands, watershed, and habitat.

STRATEGY 2.2.A Adopt and/or establish standards for all new development that promote the use of pervious surfaces and prevent negative ecological effects of urban stormwater runoff on streams, creeks and rivers.

STRATEGY 2.2.B Encourage use of native and hardy plants such as trees, shrubs and groundcovers to maintain ecological function and reduce maintenance costs and chemical use.

POLICY 2.4 Protect and enhance the urban forest tree canopy.

STRATEGY 2.4.A Encourage the maintenance and improvement of the city's tree canopy to improve air quality.

POLICY 2.7 Support programs and methods that will improve air quality in Oregon City.

STRATEGY 2.7.A Promote land-use patterns that reduce the need for distance travel by single-occupancy vehicles and increase opportunities for

walking, biking and/or transit to destinations such as places of employment, shopping and education.

Finding: the proposal is consistent with these applicable goals and policies of the OC2040 Comprehensive Plan. Adoption of these code amendments will augment the protection of natural resources already protected by the Oregon City Comprehensive Plan and its implementing ordinances.

Requiring parking within one-half mile of Tri-Met Bus Line 33 is disallowed per OAR 660-012-0440. However, the rule allows the City to distinguish between a straight-line distance and a walking distance.

> OAR 660-012-0440(*4) Cities and counties may use either walking distance or straight-line distance in measuring distances in this rule.*

The original maps and corridors the City has used to implement this section were based on the straight-line measurements which creates a rather wide transit corridor throughout the City. Since receiving feedback from the City Commission, City staff worked to analyze a half (1/2) mile walking distance buffer based on bus stops along Line 33. This approach reduces the width of the buffer which means there are more areas of the City subject to parking minimums. Staff is requesting direction on which method to use when measuring the half (½) mile transit corridor. Based on this direction staff will create a map that can be referenced upon implementation.

Chapter 17.50 Administration and Procedures

17.50.050 – Pre-application conference.
A. Pre-application Conference. Prior to a Type II – IV or Legislative application, excluding Historic Review, being deemed complete, the applicant shall schedule and attend a pre-application conference with City staff to discuss the proposal, unless waived by the Community Development Director. The purpose of the pre-application conference is to provide an opportunity for staff to provide the applicant with information on the likely impacts, limitations, requirements, approval standards, fees and other information that may affect the proposal.

1. *To schedule a pre-application conference, the applicant shall contact the Planning Division, submit the required materials, and pay the appropriate conference fee.*
2. *At a minimum, an applicant should submit a short narrative describing the proposal and a proposed site plan, drawn to a scale acceptable to the City, which identifies the proposed land uses, traffic circulation, and public rights-of-way and all other required plans.*
3. *The Planning Division shall provide the applicant(s) with the identity and contact persons for all affected neighborhood associations as well as a written summary of the pre-application conference.*
4. *A pre-application conference shall be valid for a period of six months from the date it is held. If no application is filed within six months of the conference or meeting, the applicant shall schedule and attend another conference before the City will accept a permit application. The Community Development Director may waive the pre-application requirement if, in the Director's opinion, the development has not changed significantly and the applicable municipal code or standards have not been significantly amended. In no case shall a pre-application conference be valid for more than one year.*

5. C. Notwithstanding any representations by City staff at a pre-application conference, staff is not authorized to waive any requirements of this code, and any omission or failure by staff to recite to an applicant all relevant applicable land use requirements shall not constitute a waiver by the City of any standard or requirement.

Finding: this application is filed by the Planning Division who is responsible for administering the legislative review process. The pre-application was waived by the Community Development Director.

17.50.055 - Neighborhood association meeting.

Neighborhood Association Meeting. The purpose of the meeting with the recognized neighborhood association is to inform the affected neighborhood association about the proposed development and to receive the preliminary responses and suggestions from the neighborhood association and the member residents.

A. Applicants applying for annexations, zone change, comprehensive plan amendments, conditional use, Planning Commission variances, subdivision, or site plan and design review (excluding minor site plan and design review), general development master plans or detailed development plans applications shall schedule and attend a meeting with the City-recognized neighborhood association in whose territory the application is proposed no earlier than one year prior to the date of application. Although not required for other projects than those identified above, a meeting with the neighborhood association is highly recommended.

B. The applicant shall request via email or regular mail a request to meet with the neighborhood association chair where the proposed development is located. The notice shall describe the proposed project. A copy of this notice shall also be provided to the chair of the Citizen Involvement Committee.

C. A meeting shall be scheduled within thirty days of the date that the notice is sent. A meeting may be scheduled later than thirty days if by mutual agreement of the applicant and the neighborhood association. If the neighborhood association does not want to, or cannot meet within thirty days, the applicant shall host a meeting inviting the neighborhood association, Citizen Involvement Committee, and all property owners within three hundred feet to attend. This meeting shall not begin before six p.m. on a weekday or may be held on a weekend and shall occur within the neighborhood association boundaries or at a City facility.

D. If the neighborhood association is not currently recognized by the City, is inactive, or does not exist, the applicant shall request a meeting with the Citizen Involvement Committee.

E. To show compliance with this section, the applicant shall submit a copy of the email or mail notice to the neighborhood association and CIC chair, a sign-in sheet of meeting attendees, and a summary of issues discussed at the meeting. If the applicant held a separately noticed meeting, the applicant shall submit a copy of the meeting flyer, postcard or other correspondence used, and a summary of issues discussed at the meeting and submittal of these materials shall be required for a complete application.

Finding: legislative applications are not a listed land use review type that requires a neighborhood association meeting. Staff presented the proposal to the Citizen Involvement Committee on

February 3, 2025. A copy of the PowerPoint presentation is attached to the application by reference.

17.50.070 - Completeness review and one hundred twenty-day rule.

C. Once the Community Development Director determines the application is complete enough to process, or the applicant refuses to submit any more information, the City shall declare the application complete. Pursuant to ORS 227.178, the City will reach a final decision on an application within one hundred twenty calendar days from the date that the application is determined to be or deemed complete unless the applicant agrees to suspend the one hundred twenty calendar day time line or unless State law provides otherwise. The one hundred twenty-day period, however, does not apply in the following situations:

1. Any hearing continuance or other process delay requested by the applicant shall be deemed an extension or waiver, as appropriate, of the one hundred twenty-day period.

2. Any delay in the decision-making process necessitated because the applicant provided an incomplete set of mailing labels for the record property owners within three hundred feet of the subject property shall extend the one hundred twenty-day period for the amount of time required to correct the notice defect.

3. The one hundred twenty-day period does not apply to any application for a permit that is not wholly within the City's authority and control.

4. The one hundred twenty-day period does not apply to any application for an amendment to the City's comprehensive plan or land use regulations nor to any application for a permit, the approval of which depends upon a plan amendment.

D. A one-hundred day period applies in place of the one-hundred-twenty day period for affordable housing projects where:

1. The project includes five or more residential units, including assisted living facilities or group homes;

2. At least 50% of the residential units will be sold or rented to households with incomes equal to or less than 60% of the median family income for Clackamas County or for the state, whichever is greater; and

3. Development is subject to a covenant restricting the owner and successive owner from selling or renting any of the affordable units as housing that is not affordable for a period of 60 years from the date of the certificate of occupancy.

E. The one hundred twenty-day period specified in OCMC 17.50.070.C or D may be extended for a specified period of time at the written request of the applicant. The total of all extensions may not exceed two hundred forty-five calendar days.

F. The approval standards that control the City's review and decision on a complete application are those which were in effect on the date the application was first submitted.

Finding: Legislative actions are not subject to the 120-day deadline.

III. RECOMMENDATION

Based on the findings in this report, staff recommends approval of file LEG-25-02. If the Planning Commission recommends approval to the City Commission, staff will prepare an Ordinance for consideration by the City Commission to adopt the proposed code amendments.

IV. EXHIBITS

1) Proposed Amendments to the Oregon City Municipal Code
   a) Redline version
   b) Clean version
2) Meeting materials and PowerPoint presentations for all meetings attended for the public engagement process are part of the record by reference. All the meeting dates are listed on pages 3-4 of this report. Minutes for these meetings may be available from the respective body.
3) Memorandum "RE: Oregon City Conceptual Approach to CFEC Compliance", Brian Davis, AICP, March 1, 2025.
4) Oregon City Frequent Transit Corridor Map – ½ Mile Buffer
   a) Buffer based on straight line measurement from corridor
   b) Walkshed based on ½ mile walkshed from Bus Stops w/ zoning
   c) Walkshed/Buffer comparison
   d) Walkshed/Buffer comparison – w/ zoning in between the two areas
5) DLCD Summary of Parking Reforms for Oregon City
6) ORS 197.646 DLCD Notice to Metro Area Local Governments, Sept. 19, 2022

Memorandum

To: Aquilla Hurd-Ravich & Pete Walter, City of Oregon City

CC: Evan Manvel, DLCD

From: Brian Davis, AICP

Date: March 1, 2025

Re: Oregon City Conceptual Approach to CFEC Compliance

Introduction

This memo summarizes Oregon's new administrative rules (OAR) pertaining to parking that were recently enacted as part of the Climate Friendly and Equitable Communities (CFEC) program and examines the nature and extent of code updates that Oregon City will need to implement to comply with the new rules.

The parking-related rules (OAR 660-12-0400 through -0450) generally aim to reduce the amount of unnecessary parking built due to minimum requirements, and to reduce impacts of new parking to the extent possible. There are three broad paths to compliance allowed within the rules ("options," per DLCD's terminology).

- Option 1 is to repeal mandates entirely;
- Options 2 and 3 are to enact either a smaller subset of more significant reforms (Option 2) or a larger subset of less significant reforms (Option 3).

Additionally, there are several requirements regarding newly developed or redeveloped parking specified by OARs 660-012-0405 (Parking Regulation Improvements) and 660-012-0410 (Electric Vehicle Charging) that necessitate updates to Oregon City's code, and additional rules regulations addressing the maximum amount of parking that can be developed specified by OAR 660-012-0415.

This memo discusses the preferred avenue to compliance for Oregon City. This avenue was developed beginning with an initial code audit conducted in 2023 by Jet Planning, and refined through ongoing analysis and outreach conducted by Studio Davis and the City in tandem. The recommendations herein discuss and consider feedback received through an extensive outreach process that included presentations to the various boards and commissions serving Oregon City as well as a public workshop that included in-person and online elements.

Engagement & Outreach

The approach to compliance detailed below was developed through a robust and inclusive outreach process that sought to obtain feedback from the gamut of Oregon City residents, employees, and community leaders.

The initial round of engagement prior to October 2024 was conducted directly by the City. In late 2024, an ad-hoc CFEC Committee was formed to advise the project team on implementing the necessary changes. From the City's initial engagement, Option 3 emerged as the preferred compliance alternative. The CFEC Committee supported this alternative and established the general framework for compliance.

While many elements of Option 3 are prescriptive, there are several areas where Oregon City has some discretion regarding how to meet requirements. The project team sought feedback on these areas through subsequent engagement efforts with the CFEC Committee and other standing committees during January and February, 2025, including with a public open house held on February 10, 2025. For the Open House, the project team created a number of materials to solicit feedback, including creation of a poster that summarized the feedback received to date. That poster is shown below in Figure 1, and represents a good synopsis of feedback received, showing both the key points from the various commissions as well as the workshop's participants' dots indicating agreement or disagreement.

Again, many of the requirements Oregon City needs to update are strictly prescribed by the CFEC rules. However, the engagement process generated detailed and thoughtful feedback on a number of areas where the City does have latitude. To the extent possible, that feedback has been incorporated into the recommended updates described below.

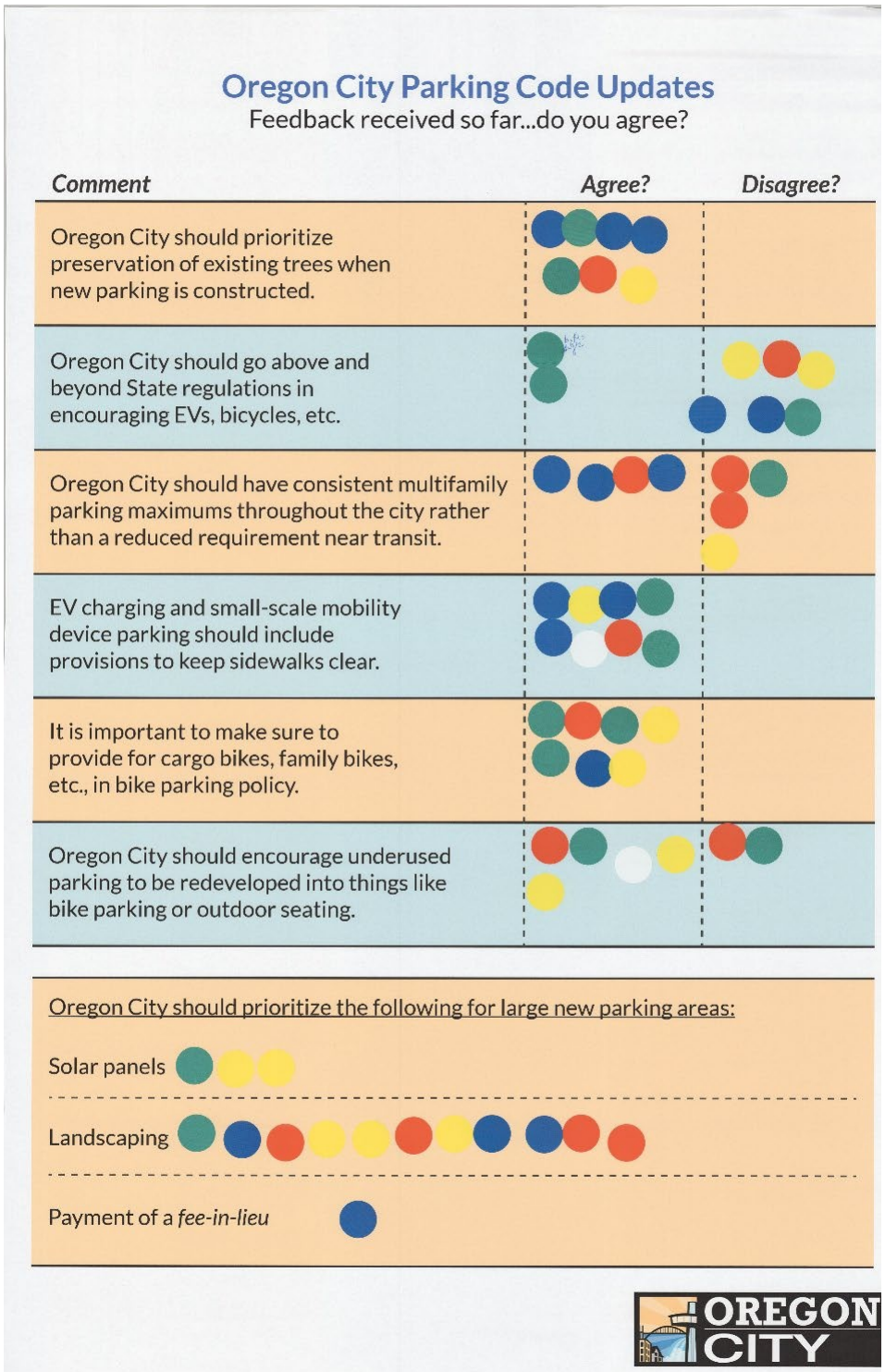


Figure 1: Poster from the *dot exercise* conducted for the public workshop, showing points of feedback received prior to the workshop and agreement or disagreement indicated by workshop attendees

Preferred Approach and Necessary Code Changes

Early in the engagement processes, it became evident that there was a lack of political support for Option 1. Further, both city staff and board/commission members expressed concerns about the implementation of unbundled parking, which is required by Option 2. Option 3 thus emerged as the preferred option, particularly given the fact that Oregon City already manages parking with meters and permits, which is a key requirement of Option 3. The conceptual approach detailed below presents a path to compliance following Option 3.

Parking Management (OAR 660-012-0400)

OAR 660-012-0400 establishes that Oregon City is required to comply with the parking-related CFEC regulations (OAR 660-012-0400 through -0450) and details the parameters of the three compliance options described above. The rule indicates that in lieu of removing parking requirements per OAR 660-012-0420, Oregon City can instead implement the provisions of OAR 660-012-0425, -0430 -0435, -0440, -0445, and -0450.

No code changes are directly required to meet this rule.

Parking Regulation Improvements (OAR 660-012-0405)

New requirements under rule -0405 address any new parking that is developed or redeveloped, and fall under eight broad categories. These are cited below along with code updates needed to meet these rules.

Preferential placement of carpool/vanpool parking (660-012-0405(1)(a))

OCMC 17.52.030(E) currently requires preferential parking for carpools/vanpools for many developments. Generally Oregon City's requirements meet or exceed those from the new OAR, which is limited in applicability to only "designated employee areas." However, the threshold for applicability for these new parking areas is 50 spaces, so OCMC will need to be slightly updated to meet this. The easiest path to compliance will be to update the applicability statement of OCMC 17.52.030(E) to read:

"New developments with seventy-five or more parking spaces, excluding projects where seventy-five percent or more of the total floor area is residential, and new hospitals, government offices, group homes, nursing and retirement homes, schools, *designated employee parking areas,* and transit park-and-ride facilities with fifty or more parking spaces…"

Per feedback from DLCD, this code may be confusing in its present form, particularly after adding an additional use, so the City should consider rewriting this as a bullet-pointed list.

Allow redevelopment of a portion of a parking lot for bike or transit uses (660-012-0405(1)(b))

The current code does not contemplate redevelopment of parking for bike or transit uses. New language will need to be added to the code to allow for this.

Allow and encourage redevelopment of underused parking (660-012-0405(2))

Likewise, the current code does not currently address potential redevelopment of underused parking, so language will need to be added to allow for this possibility. Note that the City can still require review for new or expanded uses or structures. Potential language for this regulation that could address both this rule and the previous one based upon implementation guidance follows. The City also may want add a definition of "underused parking" to 17.04 to provide clarity; a potential definition largely consistent with best practices might be, "parking lots or facilities that are below 50% of capacity most or all of the time."

"(A) Purpose. To minimize the opportunity cost of parking by encouraging other beneficial uses to take its place, especially in situations where parking is underused.

(B) Property owners may choose to redevelop underused off-street parking, pursuant to OCMC 17.52.

(C) Redevelopment of existing off-street parking areas as a bicycle-oriented or transit-oriented facility including bicycle parking, bus stops and pullouts, bus shelters and park and ride stations, and similar facilities is encouraged."

Allow and facilitate shared parking (660-012-0405(3))

Shared parking is currently addressed within OCMC 17.52.20(B)(3) as a permissible path to meet parking requirements. This can be kept as-is for the area where parking requirements will be retained. However, more general language will be needed establishing the permissibility of shared parking. Potential language follows.

"Parking facilities for two or more uses, structures, or parcels of land may be shared, provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument authorizing the joint use."

Tree canopy, solar, or fee-in-lieu, for parking more than ½ acre (660-012-0405(4)(a))

This is perhaps the most impactful requirement of Rule -0405, as this requirement will shape what those areas look like and their impact to the overall sense of place. Accordingly, there was a significant amount of discussion on this topic during the outreach process.

The rule indicates that Oregon City must require at least one, or any combination, of the following:

A) Require installation of solar panels capable of generating 0.5 kilowatts per new parking space;

B) Require a fee-in-lieu payment of $1,500 per new parking space to be invested in a city, county, or state fund dedicated to renewable energy development; or

C) Require a tree canopy covering 40% of the parking lot.

Oregon City currently has detailed parking lot landscaping requirements via OCMC 17.52.060, although no tree canopy coverage percentage is specified. Oregon City's code otherwise meets or exceeds requirements, and is largely consistent with implementation guidance.

During the outreach process participants generally indicated support for landscaping, and a plurality felt that there should also be a solar option for parking lot landscaping, which Oregon City does not currently allow for. This could be added as an option via the following clause within (or adjacent to) 17.52.060:

"Developments adding off-street parking areas of one-half acre (21,780 square feet) or more, must provide a tree canopy covering at least 40 percent of the new parking lot area at maturity, but no later than 15 years after planting, consistent with requirements of OCMC 17.52.060."

"If it is infeasible to meet the 40% tree canopy requirement due to site constraints, installation of solar panels with a generation capacity of at least 0.5 kilowatt per new off-street parking space can instead be provided. Panels may be located anywhere on the property, subject to OCMC standards."

Note that a fee-in-lieu program was not widely supported during the outreach process and it is unclear how such a program would be administered, so this is not recommended here.

New parking more than ½ acre must have trees along driveways or 30% coverage (660-012-0405(4)(b))

As above, Oregon City currently has fairly robust landscaping requirements and can meet the letter of this rule via fairly modest adjustments to existing language specifying that 30% coverage is needed.

The 30% perimeter coverage requirement is met prima facie if the overall 40% tree canopy requirement from the previous section is met. Otherwise, 30% tree coverage is required along the perimeter while meeting the previous requirement via the solar option.

Pedestrian connections through large parking lots (660-012-0405(4)(c))

OCMC 17.052.060 discusses pedestrian safety and walkways within parking lots and includes several requirements. Further design criteria are specified by OCMC 17.62.050(c).

DLCD's Implementation Guidance details what safe pedestrian connections should consist of and allows for discretion in the case of site-specific conditions outside of the applicant's control. Based upon this, Oregon City should add the following design requirements to 17.62.050(c) to fully comply with this requirement.

- Pedestrian crossings at intersections with drive aisles and other driveways should be demarcated, preferably by a raised surface that slows vehicular travel, or by different surface materials.
- Crossings demarcated only by striping are discouraged in that they have not been demonstrated to be safe or effective for pedestrian protection.
- The pedestrian facilities should be illuminated to at least the same level as the on-site driveways and public right-of-way.
- Pedestrian facilities from building entrances to the public right-of-way, ADA spaces, and transit stops shall be as direct as possible.

- Driveway crossings should be minimized, and the placement of buildings and their entrances should minimize pedestrian travel distances where possible.

Parking maximums in appropriate locations (660-012-0405(5))

This rule, intentionally worded very loosely, requires implementation of parking maximums in "appropriate locations, such as downtowns, designated regional or community centers, and transit-oriented developments." Since Oregon City currently has citywide parking maximums, it currently meets this requirement with no further adjustments, although some of the specific maximums will need to be adjusted to come into compliance with OAR 660-012-0415, described below.

Electric Vehicle Charging (OAR 660-012-0410)

Rule -0410 calls for new private multi-family residential or mixed-use developments with five or more residential dwelling units to install conduits to serve 40% of vehicle parking spaces.

Currently, Oregon City's code doesn't address EV charging, so language to meet this requirement will be needed. A potential way to do this would be to add the following language (or similar) to code.

"*Electrical Service Capacity*. Electrical service capacity, as defined in OCMC 17.04.345, must be provided to new off-street parking spaces subject to the following standards. Variance requests to these standards are prohibited.

> a. Non-residential development and residential or mixed use developments with less than five dwelling units must provide electrical service capacity to a minimum of 20 percent of all off-street vehicle parking spaces on the site.
>
> b. Residential or mixed-use development with five or more dwelling units must provide electrical service capacity to a minimum of 40 percent of all off-street vehicle parking spaces on site."

The definition of *Electrical Service Capacity* can then be added as OCMC 17.04.345 -350. Per implementation guidance, potential language is:

"Electrical service capacity" means:

(a) Building electrical service, sized for the anticipated load of electric vehicle charging stations, that has overcurrent devices necessary for electric vehicle charging stations or has adequate space to add the overcurrent devices;
(b) Designated space within a building to add electrical service with capacity for electric vehicle charging stations; **or**
(c) A designated location on building property, in or adjacent to a landscaped area, for installing remote service for electric vehicle charging stations; **and**
(d) A conduit system installed from building electrical service, or from the dedicated spaces or locations described in subparagraph (A) of this paragraph, to parking

spaces that can support, at a minimum, electrical wiring for installation of level 2 electric vehicle charging stations and, if the conduit is for future installation of electric vehicle charging stations, that labels both ends of the conduit to mark the conduit as provided for future electric vehicle charging stations.

"Electric vehicle charging station" means a device or facility for delivering electricity for motor vehicles that use electricity for propulsion.

"Level 2 electric vehicle charging station" means an electric vehicle charging station that uses 240V AC electricity for charging an EV.

Parking Maximums (OAR 660-012-0415)

Cities with 25,000 people or more within the Portland metro area are subject to rule -0415(1), which requires implementation of certain maximum parking requirements within the transit corridors and Climate Friendly areas listed in OAR 660-012-0440. With a population of approximately 40,000, Oregon City is subject to this rule.

As discussed above, Oregon City currently has maximum requirements specified for several uses via OCMC Table 17.52.020. With the exception of multifamily housing, these requirements meet those of the new rule. Thus, Oregon City will need to amend the multifamily maximum in Table 17.52.020 to be 1.2 off-street parking spaces per studio unit and two off-street parking spaces per non-studio residential unit.

Note that a topic that was discussed at length during the outreach process was whether to implement this change only within the required areas (likely through an additional table and/or code section), or to amend Table 17.52.020 to apply these new maximums citywide. There was broad consensus that the latter represented the more sensible path.

Reducing the Burden of Parking Mandates (OAR 660-012-0425)

This section is mostly prescriptive, but will require several updates to OCMC 17.52.020, likely within an expanded subsection C, which addresses reductions to parking minimums. Most requirements below can be met with straightforward updates to 17.52.020, however DLCD did not produce model code or implementation guidance for this subsection.

Table 1: Requirements of OAR 660-012-0425 and necessary updates to meet them

Requirement	Needed Update
Garages and carports may not be required for residential developments.	Oregon City is in compliance per OCMC 17.52.010 – Applicability, but this section does not exception does not expressly mention triplex or 4-plexes. Oregon City may want to add these for clarity.

Garage parking spaces shall count towards off-street parking mandates.	Add section specifying this to OCMC 17.52.020.
Provision of shared parking shall be allowed to meet parking mandates.	Oregon City is in compliance. No change needed.
Required parking spaces may be provided off-site, within 2,000 feet pedestrian travel of a site. If any non-loading parking is provided on site, all required parking for people with disabilities shall be on site. If all parking is off-site, parking for people with disabilities must be located within the shortest possible distance of an accessible entrance via an accessible path and no greater than 200 feet from that entrance.	To wit, none of these requirements are currently contemplated in code. This requirement can likely be added verbatim as a subsection of 17.52.020.
Parking mandates shall be reduced by one off-street parking space for each three kilowatts of capacity in solar panels or wind power that will be provided in a development.	Add section specifying this to OCMC 17.52.020.
Parking mandates shall be reduced by one off-street parking space for each dedicated car-sharing parking space in a development.	Add section specifying this to OCMC 17.52.020, including requirement that these spaces be signed or marked appropriately.
Parking mandates shall be reduced by two off-street parking spaces for every electric vehicle charging station provided in a development.	Add section specifying this to OCMC 17.52.020.
Parking mandates shall be reduced by one off-street parking space for every two units in a development above minimum requirements that are fully accessible to people with mobility disabilities.	Add section specifying this to OCMC 17.52.020.

Note that reductions above must be cumulative and not capped. This should be specified by code as well.

Reduction of Parking Mandates for Development Types (OAR 660-012-0430)

This rule requires the following:

- Oregon City may not require more than one parking space per unit in residential developments with more than one dwelling unit on a single legally-established property.

- No requirements are allowed for the following uses:
    - Facilities and homes designed to serve people with psychosocial, physical, intellectual or developmental disabilities, including but not limited to a: residential care facility, residential training facility, residential treatment facility, residential training home, residential treatment home, and conversion facility as defined in ORS 443.400;
    - Child care facility as defined in ORS 329A.250;
    - Single-room occupancy housing;
    - Residential units smaller than 750 square feet;
    - Affordable housing as defined in OAR 660-039-0010;
    - Publicly supported housing as defined in ORS 456.250;
    - Emergency and transitional shelters for people experiencing homelessness; and
    - Domestic violence shelters.

Oregon City does not appear to require parking for the nonresidential uses listed above. The simplest path to compliance with this option would be to add language exempting "residential developments with more than one unit on a single Lot of Record as defined by 17.04.695, residential units less than 750 square feet, single-room occupancy housing, affordable housing per OAR 660-039-0010, and publicly supported housing as defined in ORS 456.250."

Note that implementation guidance indicates that communities should be sure to conform with parking mandate limits in OAR 660-046 for traditional "missing middle" housing including duplexes, triplexes, quadplexes, townhouses and cottage clusters. In some cases those rules set tighter limits on mandates than those in OAR 660-012; the smaller allowance applies in those situations."

Parking Reform in Climate-Friendly Areas (OAR 660-012-0435)

This rule applies to the downtown Oregon City Metro Region 2040 center and requires Oregon City to either eliminate minimum parking requirements at all sites within one-quarter mile of the center, or reduce significantly reduce parking requirements within this area in addition to implementing a parking benefit district.

As discussed below, Oregon City is already required to remove parking requirements within one-half mile of the corridor served by Tri-Met Bus Line 33. This overlaps with the Climate Friendly Area nearly entirely, so the preferred approach here is to include this area in the section of the city without parking minimums (described below), meeting the requirement.

Parking Reform near Transit Corridors (OAR 660-012-0440)

This rule disallows Oregon City from requiring parking within one-half mile of the Tri-Met Bus Line 33 Corridor, which meets the definitions for service and frequency under any scenario. This corridor comprises a significant portion of Oregon City. The City's map showing the exempt area under this rule (and the previous one) is shown in Figure 2.

Since the City has already identified the exempt areas vis GIS, the most straightforward way for Oregon City to meet this requirement would be to establish an area with no parking mandates in code and include and reference the official map. This is the approach used recently by the City of Sherwood. The code language used, adapted for Oregon City, follows.

"Per OAR 660-012-0440, no off-street parking is required for developments on a lot or parcel that includes lands within one-half (1/2) mile of a frequent transit corridor. Per OAR 660-012-0435, no off-street parking is required within the Oregon City Regional Center and one-quarter mile of the area. These areas are identified by the *CFEC Parking Delineated Area Map*."

In creating/adopting this map, there is an important consideration. As described below, one of the requirements of OAR 660-012-0445 is to include areas "within one-half mile pedestrian travel of climate-friendly areas" as exempt from parking mandates. Oregon City does not currently have a climate-friendly area, so this provision does not apply under existing conditions. However DLCD has indicated that they intend to ask LCDC to add Metro centers to this provision during the next rulemaking process. If the Commission concurs, this will provision would then apply to downtown Oregon City. The map shown in Figure 2 includes a half-mile buffer around the Regional Center in addition to the half-mile buffer around Line 33, and thus would be in compliance with this rule if officially adopted as the *CFEC Parking Delineated Area Map*.

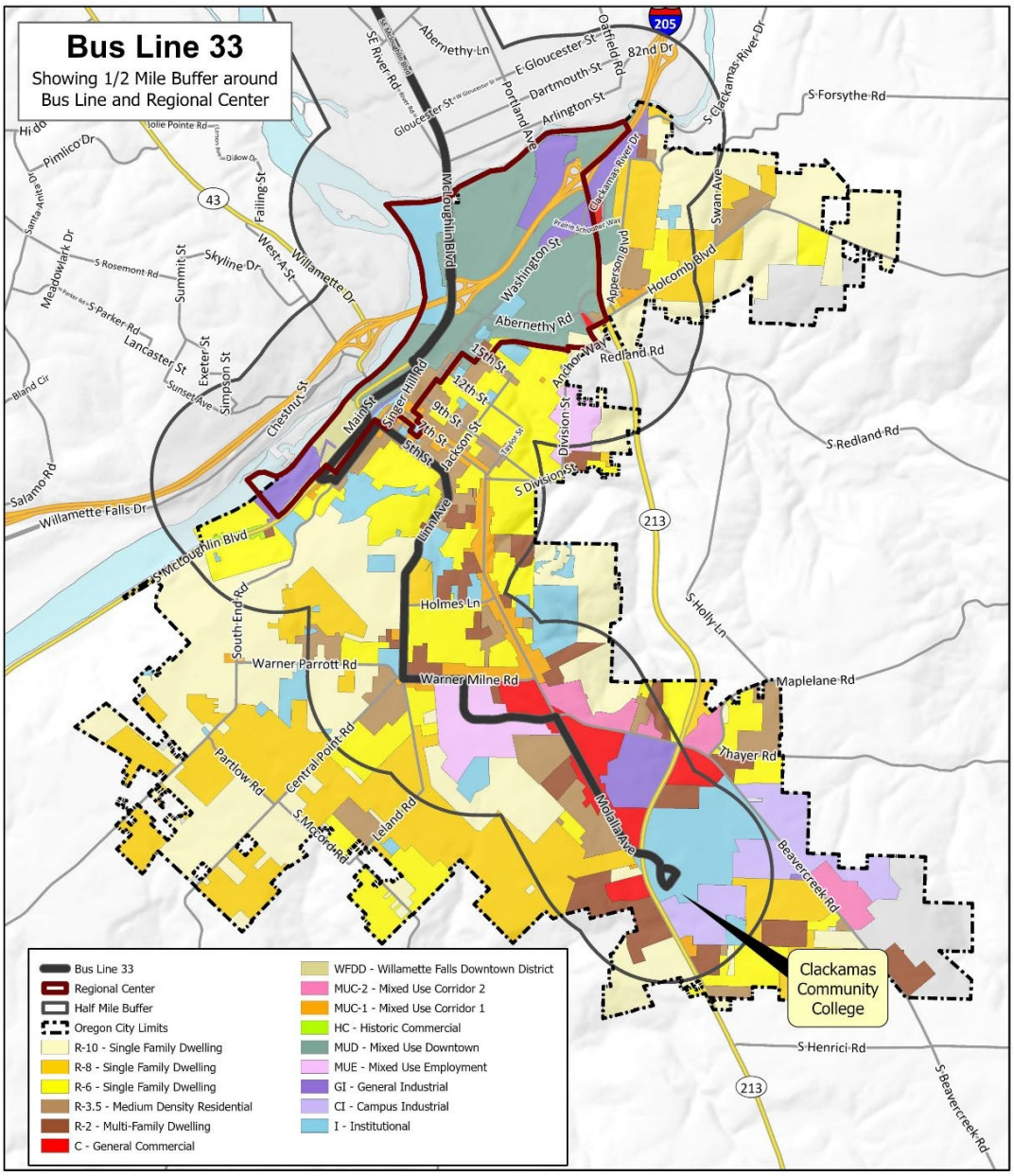


Figure 2: Areas within Oregon City that are disallowed from requiring parking per OAR 660-012-0435, -0440, and -0445

Parking Management Alternative Approaches (OAR 660-012-0445)

This rule essentially distinguishes between Options 2 and 3, allowing cities to either follow subsection 1(a) (Option 2) or subsection 1(b) (Option 3). By electing Option 3, Oregon City must adopt 14 separate measures leading to a "reduced parking management approach." These are detailed below along with needed code changes (if any) to apply.

As above, most requirements below can be met with straightforward updates to 17.52.020, likely with additional notes below Table 17.52.022; however as Oregon City is the first city to elect this option, no model or precedent code exists.

Table 2: Requirements and updates to meet OAR 660-012-0445(b)

Requirement	Needed Update
No parking mandates within one-half mile pedestrian travel of climate-friendly areas	No action required now, as Oregon City does not include a climate-friendly area. However, Metro centers may be included in this provision in the future. See above for considerations related to mapping this area.
No parking mandates for mixed-use development	Add section exempting these developments to OCMC 17.52.020. Strike note 1 below Table 17.52.020.
No parking mandates for group quarters	Add section exempting these uses to OCMC 17.52.020.
No parking mandates for studio apartments, one-bedroom apartments and condominiums	Include new row in table 17.52.020 for these uses, with no minimum and maximums per -0415. Add definition to 17.04 for studio apartment: "A studio apartment is an apartment consisting of a single large room serving as bedroom and living room, with a separate bathroom."
No parking mandates for change of use of, or redevelopment of, buildings vacant for more than two years.	Add section exempting these developments to OCMC 17.52.020, requiring registration of a building as vacant two years prior to the waiving of parking mandates.
No requirements to provide additional parking for change of use or redevelopment where at least 50 percent of the building floor area is retained.	Add section exempting these developments to OCMC 17.52.020.
No parking mandates for expansion of existing businesses by less than 30 percent of a building footprint	Add section exempting these developments to OCMC 17.52.020. Revise note #5 as needed.
No parking mandates for buildings within a National Historic District, on the National Register of Historic Places, or identified as a	Add section exempting these developments to OCMC 17.52.020.

designated or contributing structure on a local inventory of historic resources or buildings	
No parking mandates for commercial properties that have fewer than ten on-site employees or 3,000 square feet floor space	Add section exempting these developments to OCMC 17.52.020.
No parking mandates for developments built under the Oregon Residential Reach Code	Add section exempting these developments to OCMC 17.52.020. Add definition to 17.04 for Oregon Residential Reach Code: "The Oregon Residential Reach Code is a statewide optional energy construction standard approved by the Building Codes Division. It is is separate from the state building code and applicable at the designer's and contractor's discretion."
No parking mandates for developments seeking certification under any Leadership in Energy and Environmental Design (LEED) rating system	Add section exempting these developments to OCMC 17.52.020.
No parking mandates for schools	Revise Table 17.52.020 to show that the minimum requirement is zero for these uses.
No parking mandates for bars and taverns	Ensure that it is clear "restaurant" uses in Table 17.52.020 do not apply here.
Implementation of a pricing mechanism	Oregon City is in compliance. No change needed.

Bicycle Parking Requirements (OAR 660-012-0630)

Lastly, several new requirements regarding bicycle parking are introduced via Rule -0630. These fall under four categories, summarized below.

Minimum bicycle parking requirements for certain uses (660-012-630(2))

OCMC 17.52.040 Table A specifies bicycle parking requirements, and includes a minimum requirement for all uses specified by this rule. The code is currently in compliance and no changes are needed here.

Covered bicycle parking required for multifamily and mixed-use residential (660-012-630(3))

In addition to requiring some minimum number of parking spaces above, this rule stipulates that cities must require at least 0.5 stalls per unit in covered bicycle parking for residential uses. While Oregon City requires 50% of bike parking stalls to be covered, because it only requires one stall per

10 units it does not meet the letter of this rule. The easiest way to meet the requirement would be to change the covered parking requirement in the first row of Table A to the numerical requirement rather than a percentage, updating the header as needed.

Bike parking must meet certain standards regarding security and accessibility (660-012-630(3))

The design standards specified by OCMC 17.52.040(C) are fairly robust and adequately address most of the requirements regarding the size of spaces, accessibility, and location. It is recommended that the City add language to OCMC 17.52.040(C)(2) to indicate the spaces should also be "well lit." This rule also includes a stipulation that spaces must be included to "accommodate large bicycles, including family and cargo bicycles." Oregon City's design standards are likely adequate to ensure that these bicycles are accommodated at most or all bike spaces.

Provide parking for bikes and other "small-scale mobility devices" at key destinations (660-012-630(4))

Oregon City already requires parking at the key destinations specified by 660-012-360. The other requirements here do not necessitate code updates as part of this process; however the City may need to consider bike and small-scale mobility device parking during its upcoming TSP update.

Conclusion and next steps

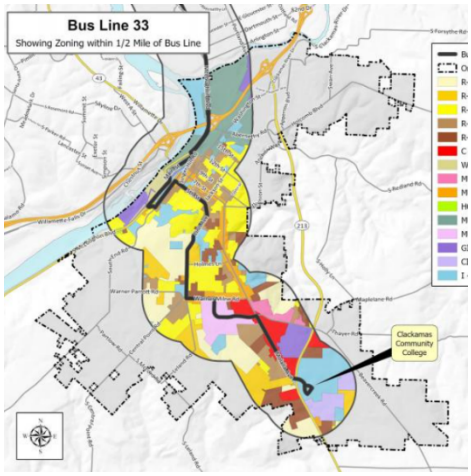
Based upon the approach specified above and the code language described herein, Studio Davis will work with the City to produce a formal set of code language ready for adoption.

If you have any questions or would like additional information, please do not hesitate to contact us.

Summary of Parking Reforms for Oregon City

Phase 1: Owners, Builders Decide Parking Near Transit; No Mandates for Equity Uses

Applies to development applications submitted after December 31, 2022



- City may not enforce parking mandates within ½ mile of TriMet Line 33
- City may not enforce parking mandates for small housing units (<750 sq. ft), affordable housing units, child care, facilities for people with disabilities, domestic violence and emergency/transitional shelters
- City may not require more than 1 parking space/unit for residential developments with more than 1 unit

Phase 2: More Reform; Choose an Approach for Lands Outside Transit Corridors *implement by June 30, 2024*

Code must

- Provide preferential carpool/vanpool parking when >50 spaces
- Allow redevelopment of parking areas for bike or transit uses
- Allow and encourage redevelopment of underused parking
- Allow and facilitate shared parking
- Require new parking areas >½ acre to install 40% tree canopy OR solar panels OR pay a fee-in-lieu
- Require new parking areas of more than ½ acre to provide trees and pedestrian connections
- Have parking maximums within ½ mile of transit

City chooses one of three options for further reform:

<table>
<tr><th>Option 1</th><th colspan="2">Options 2 and 3</th></tr>
<tr><td rowspan="5">Repeal parking mandates

no additional action needed</td><td colspan="2">Reduced mandates based on shared parking, solar panels, EV charging, car sharing, parking space accessibility, on-street parking, garage parking.

May not require garages/carports.</td></tr>
<tr><td colspan="2">In Metro regional center: remove mandates in and near regional center or adopt parking benefit district/remove commercial mandates/reduce residential mandates to ½ space/unit or below.</td></tr>
<tr><td>Option 2, the above plus adopt at least two policies:</td><td>Option 3, the above plus adopt all these policies</td></tr>
<tr><td>1. Charge for parking separate from residential rents
2. Charge for parking separate from commercial lease
3. Flexible commute benefit for businesses with more than 50 employees
4. Tax on parking lot revenue
5. No more than ½ space/unit mandated for multifamily development</td><td>No mandates for a variety of specific uses, schools, bars, small commercial buildings, vacant buildings, studios/one bedrooms, historic buildings, LEED or Oregon Reach Code developments, etc.

No additional parking for changes in use, redevelopments, expansions of over 30%

No mandates within ½ mile walking distance of Metro regional center

Designate on-street paid parking district or unbundle parking</td></tr>
</table>

Oregon
Kate Brown, Governor

Department of Land Conservation and Development
Director's Office
635 Capitol Street NE, Suite 150
Salem, Oregon 97301-2540
Phone: 503-373-0050
Fax: 503-378-5518
www.oregon.gov/LCD

September 19, 2022

TO: Metropolitan Area Local Governments

FROM: Brenda Ortigoza Bateman, Ph.D., Director BOB

SUBJECT: ORS 197.646 notice on Climate-Friendly and Equitable Communities Rulemaking

Oregon Revised Statute (ORS) 197.646(2)(a) requires the Department of Land Conservation and Development to:

> notify local governments when a new requirement in … rules implementing the statutes or the goals requires changes to an acknowledged comprehensive plan, an acknowledged regional framework plan or land use regulations implementing either plan.

This memorandum serves as the required notice for the Climate-Friendly and Equitable Communities rulemaking adopted by the Land Conservation and Development Commission on July 21, 2022. The commission adopted amendments to administrative rules for Greenhouse Gas Reduction (OAR chapter 660, division 44), Housing (OAR chapter 660, division 8), and Transportation (OAR chapter 660, division 12). The amendments are intended to increase housing and transportation choices to cut climate pollution. They apply in Oregon's eight metropolitan areas, which include urban areas in the Portland Metro, Salem/Keizer, Albany, Corvallis, Bend, Eugene/Springfield, Middle Rogue (Grants Pass), and Rogue Valley (Central Point/Medford/Ashland) metropolitan planning areas. The amendments were published by the Oregon Secretary of State's Office on August 17, 2022; and became effective on that date. You are receiving this notice as a staff member for a local government subject to the amended rules.

We are dedicated to partnering with you to help implement these rules.

The amended rules may be viewed at the Secretary of State's website for Oregon Administrative Rules at this location:

State of Oregon: State Archives - Oregon Administrative Rules (OARs).

Additionally, the Department of Land Conservation and Development has developed the following web page with implementation resources and information:

https://www.oregon.gov/lcd/CL/Pages/CFEC.aspx

Other useful information may be found at the following links:

General information about the Climate-Friendly and Equitable Communities Rulemaking:

https://www.oregon.gov/lcd/LAR/Pages/CFEC.aspx

Summary of Rule Amendments from the July 21, 2022, Land Conservation and Development Commission packet:

https://www.oregon.gov/lcd/Commission/Documents/2022-07_Item-3_CFEC_Attachment-C_Summary-of-Proposed-Amendments.pdf

For your convenience, we have attached a copy of our implementation guide, which identifies the local governments within each of the eight regions and which requirements apply to each local government. If you have any questions about how the rules will apply for your jurisdiction, please contact department staff at the email address below:

DLCD.CFEC@dlcd.oregon.gov

Alternatively, feel free to reach out to team members individually if you have questions about implementation of specific sections of the rules.

Transportation Planning Rules; except for parking, electric vehicle charging, and climate friendly areas (OAR 660-012)

Bill Holmstrom, Land Use and Transportation Planning Coordinator, 971-375-5975, or bill.holmstrom@dlcd.oregon.gov

Greenhouse Gas Reduction Targets (OAR 660-044)

Cody Meyer, Land Use and Transportation Planner, 971-239-9475, or cody.meyer@dlcd.oregon.gov

Parking Reform and Electric Vehicle Charging (OAR 660-012-0400 through 660-012-0450)

Evan Manvel, Climate Mitigation Planner, 971-375-5979, or evan.manvel@dlcd.oregon.gov

Climate Friendly Areas, Land Use Requirements, and Housing (OAR 660-012-0310 through 660-012-0330 and OAR 660-008)

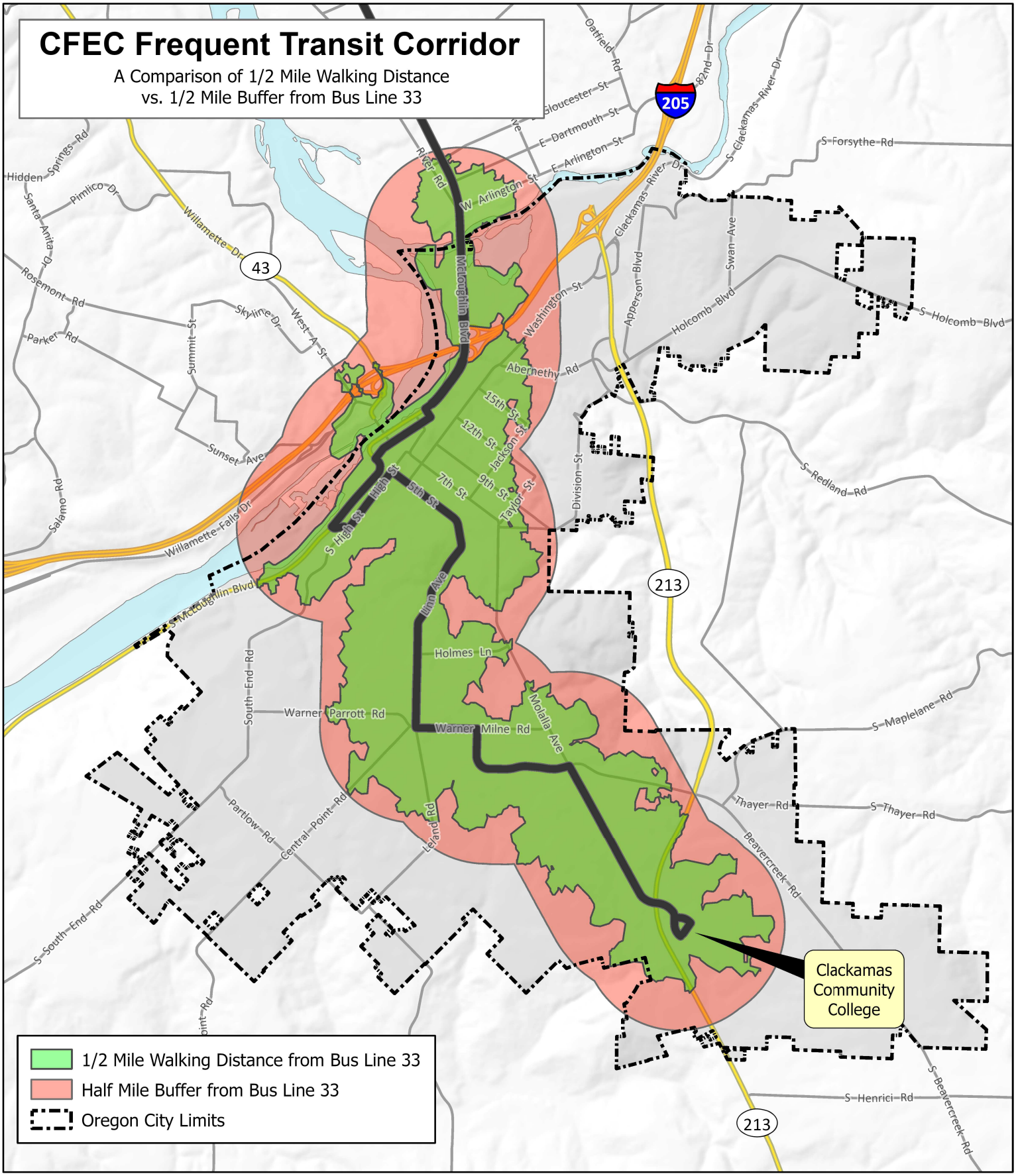
Kevin Young, Senior Urban Planner, 503-602-0238, or kevin.young@dlcd.oregon.gov

Thank you!

Attachment: Climate-Friendly and Equitable Communities Implementation Guide

CFEC Frequent Transit Corridor

A Comparison of 1/2 Mile Walking Distance
vs. 1/2 Mile Buffer from Bus Line 33



The City of Oregon City makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. This map is not suitable for legal, engineering, or surveying purposes. Notification of any errors is appreciated.

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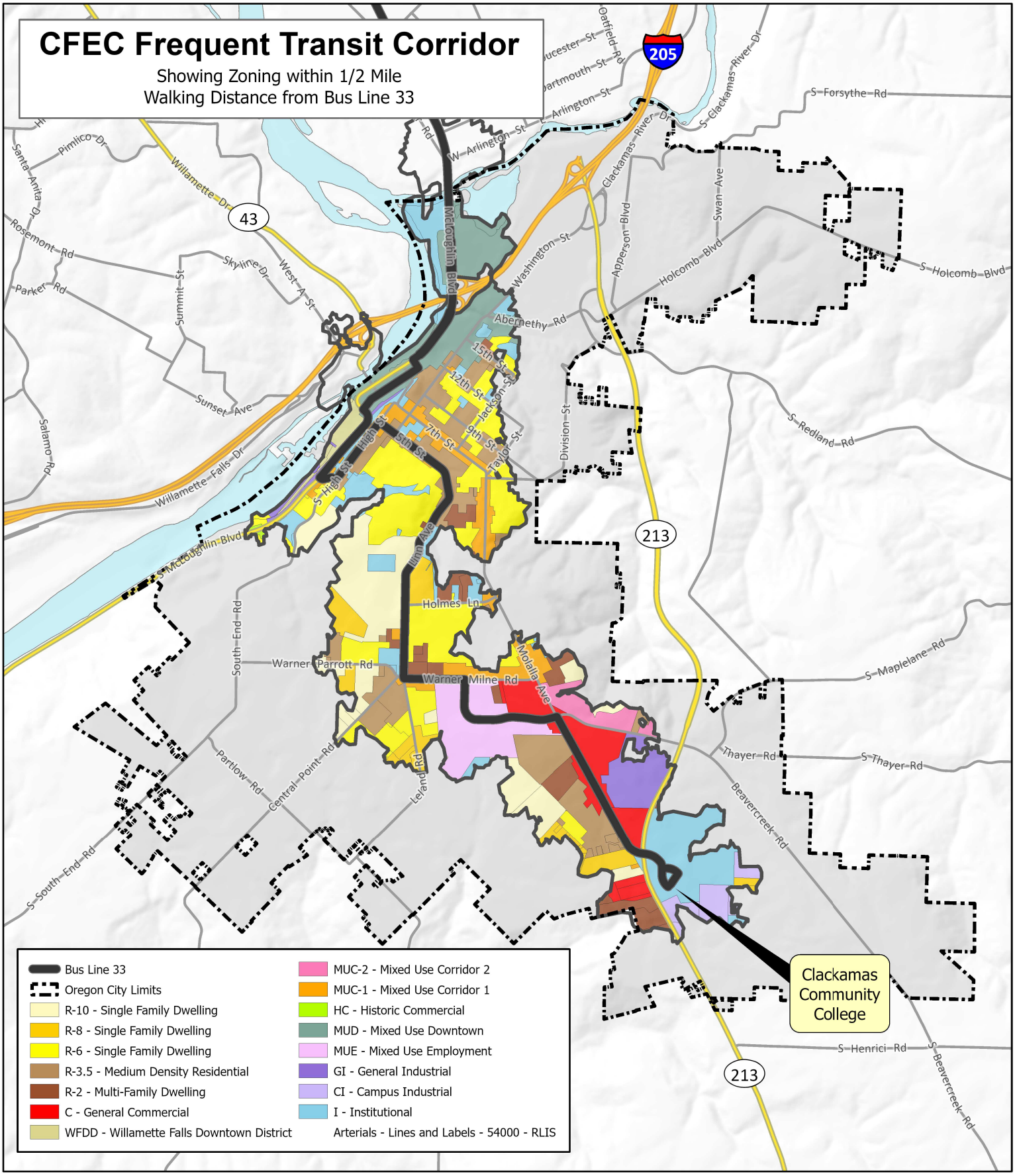
City of Oregon City
P.O. Box 3040
625 Center St
Oregon City, OR 97045
503-657-0891 phone
503-657-6629 fax
www.orcity.org

OREGON CITY

Plot date: 4/25/2025
Plot name: Bus Line 33 - Walkshed and Buffer - 8.5x11P - 20250425.pdf
Map name: Climate Friendly Equitable Communities.aprx|Bus Line 33 - Walkshed and Buffer - 8.5x11P

CFEC Frequent Transit Corridor

Showing Zoning within 1/2 Mile
Walking Distance from Bus Line 33



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Ordinance 25-1006
LEG-25-02

State Mandated Parking Reforms
Climate Friendly & Equitable Communities (CFEC)

City Commission
Public Hearing
May 21, 2025

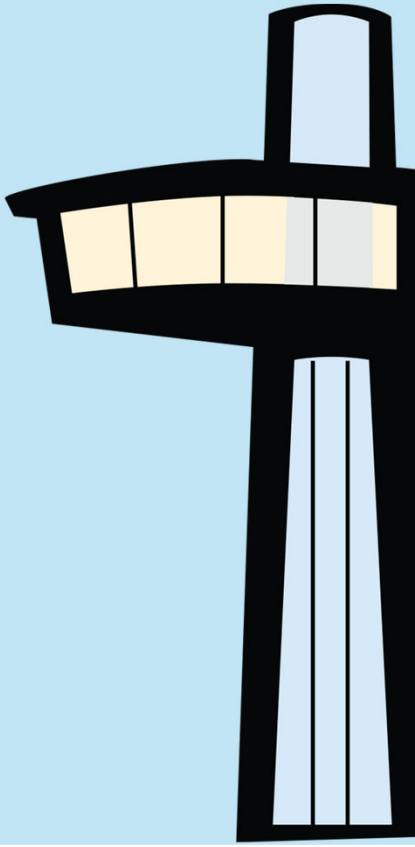
Climate Friendly and Equitable Communities Background

"The Climate-Friendly and Equitable Communities program aims to reduce climate pollution, provide more transportation and housing choices, and promote equitable land use planning outcomes." –DLCD Website

- 2007- Oregon legislature adopted a goal to reduce climate pollution by 75% by 2050
- 2022- Oregon is off track to meet this goal particularly in reducing pollution from transportation
- LCDC Directed DLCD to adopt changes in Oregon's planning system for communities in the State's most populated areas

Rules require cities to:

1. Adopt Climate Friendly Areas
2. Support electric vehicles
3. Reduce Parking Mandates
4. Address critical gaps in walking, biking, and transit networks



Process and adoption timeline

- **Pre-October, 2024:** Initial code audits and related work to determine compliance options and general framework
- **Late 2024:** Ad hoc advisory committee convened and met twice, gave feedback and made recommendations
- **Jan-Mar 2025:** Broader outreach to committees & the public
- **Apr-May 2025:** Formal Type IV adoption process via Planning Commission and City Commission. PC recommended approval 4/14.

You Are Here

Compliance Options & Feedback

- **Option 1:** Eliminate all minimum parking requirements within Oregon City
- **Option 2:** Enact two significant reform policies including unbundled parking, flexible commute benefits, ½ space/unit minimum for multifamily residential, tax on parking lot revenue
- **Option 3:** Several prescriptive measures including removing mandates for specific uses & smaller sites, and requires cities to actively manage parking (meters, permits)

Outreach Summary

- Formed an ad-hoc committee which met three times (October 2024, November 2024, March 2025) and provided initial feedback on decision points.

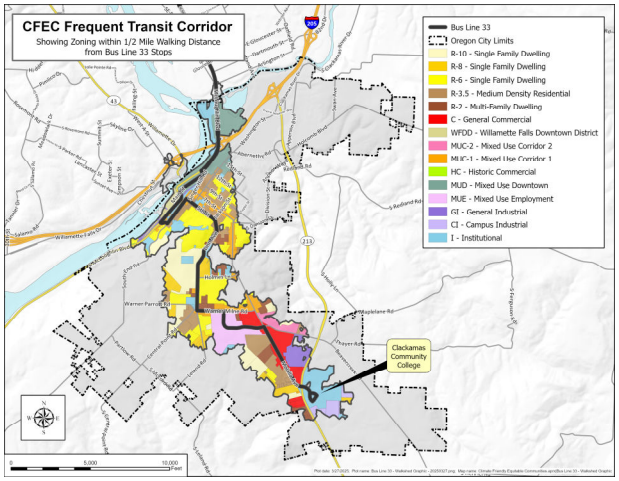
- Presented to Development Stakeholders Group (Jan), Citizen Involvement Committee (Feb), Natural Resources Committee (Feb), Oregon City Library Board (Feb), Parks and Recreation Advisory Committee (Feb), City Commission Work Session (March) in addition to previous appearances before this Commission

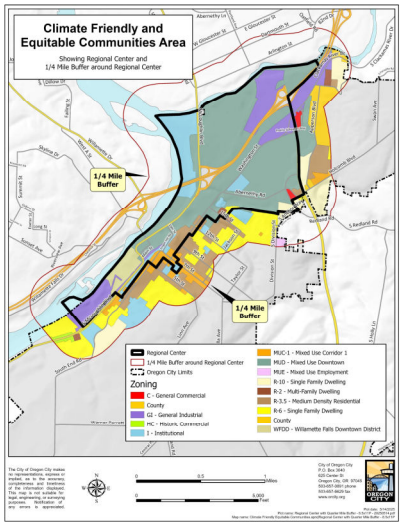
- Public Open House held February featuring opportunities to offer feedback in person or online

Conceptual Approach Summary

- Option 3: Eliminate requirements near transit (-0440) and Regional Center (-0435) and implement several prescriptive measures.
  - Implement options to reduce the burden of parking mandates (-0425)
  - Eliminate mandates for certain uses (-0430)
  - Implement several management approaches and alternatives to mandates (-0445)

- Update landscaping and design requirements, some additions to bike parking (-0405, -0630)





- Add language to require 40% of parking be EV-ready in 5+ unit residential development (-0410)

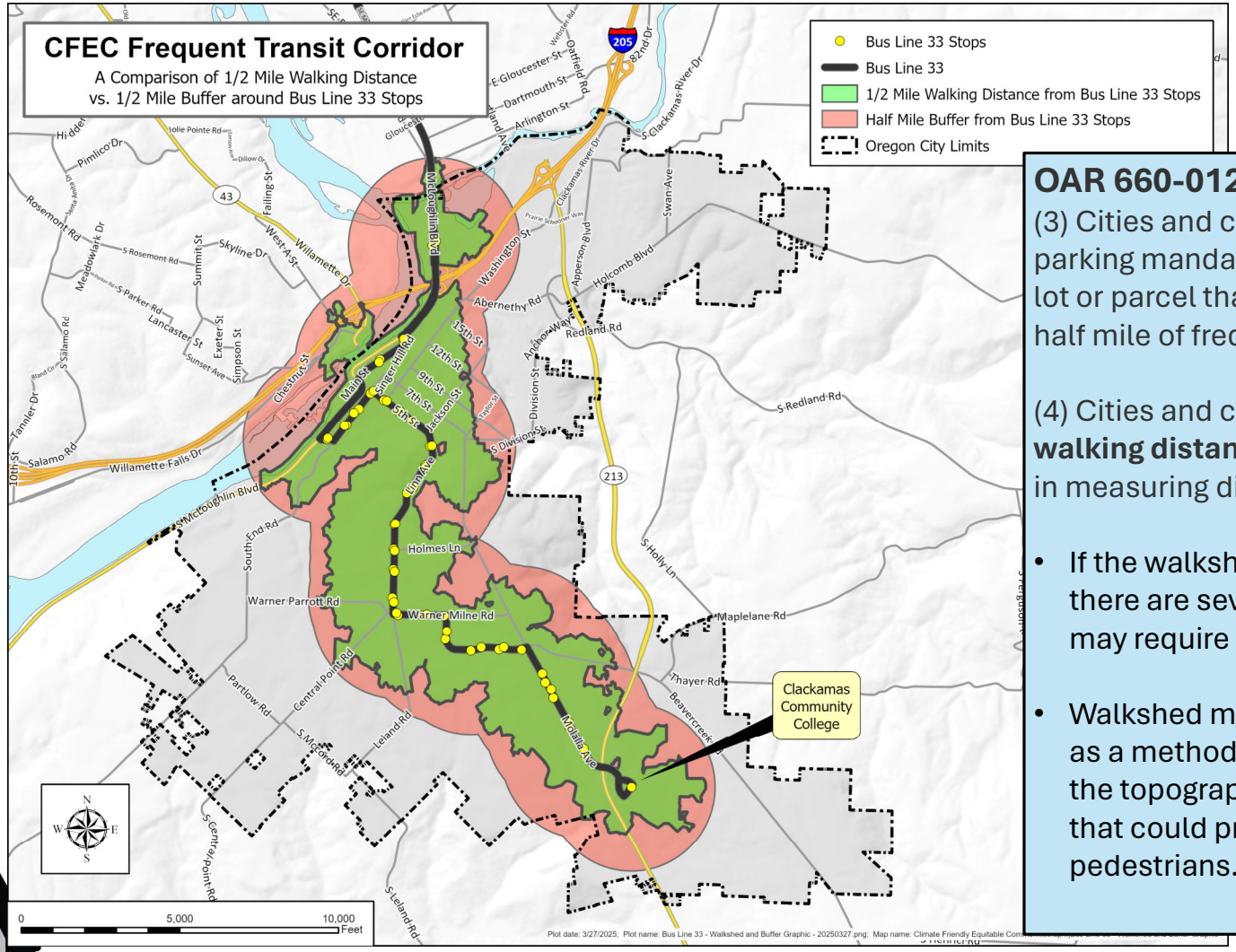
- Reduce multifamily maximums (-0415)

Feedback from Planning Commission

- Look at possible incentives to encourage developers to provide more charging capacity for future charging purposes
- Do not include fee-in-lieu of planting option under the possible climate mitigation actions
- Prioritize native tree species in parking lot landscaping and use the “right tree right place” philosophy
- Define Level 2 electric vehicle charging stations (OAR 918-020-0380)
- Use walk-shed measurement for ½ mile from the frequent transit corridor

Amended Chapters / Sections

Chapter / Section	What Changed
17.04 – Definitions	New definitions added
17.52 – Off-Street Parking and Loading	Majority of the prescribed reforms are in this chapter (exempted areas and uses, reduced number of spaces, shared parking, trees, solar, EV charging, landscaping, accessibility, lighting, bicycle parking, etc.)
17.54.115 – Mobile Food Units	Removed language referencing "required" and "minimum" parking
17.62 – Site Plan and Design Review	Updated Type I review for reuse, redevelopment of spaces for bike, transit, landscaping, and other non-parking uses
17.62.050. General Standards	Revised standards for pedestrian circulation and lighting
Chapters 17.08 (LDR), 17.10 (MDR), 17.12 (HDR), 17.29 (MUC), 17.34 (MUD), 17.35 (WFD), 17.56 (Conditional Uses)	"Residential Care Facilities" is revised to "Residential Facilities" for consistency
17.62.065 Outdoor Lighting	Adds lighting requirement for bicycle parking areas



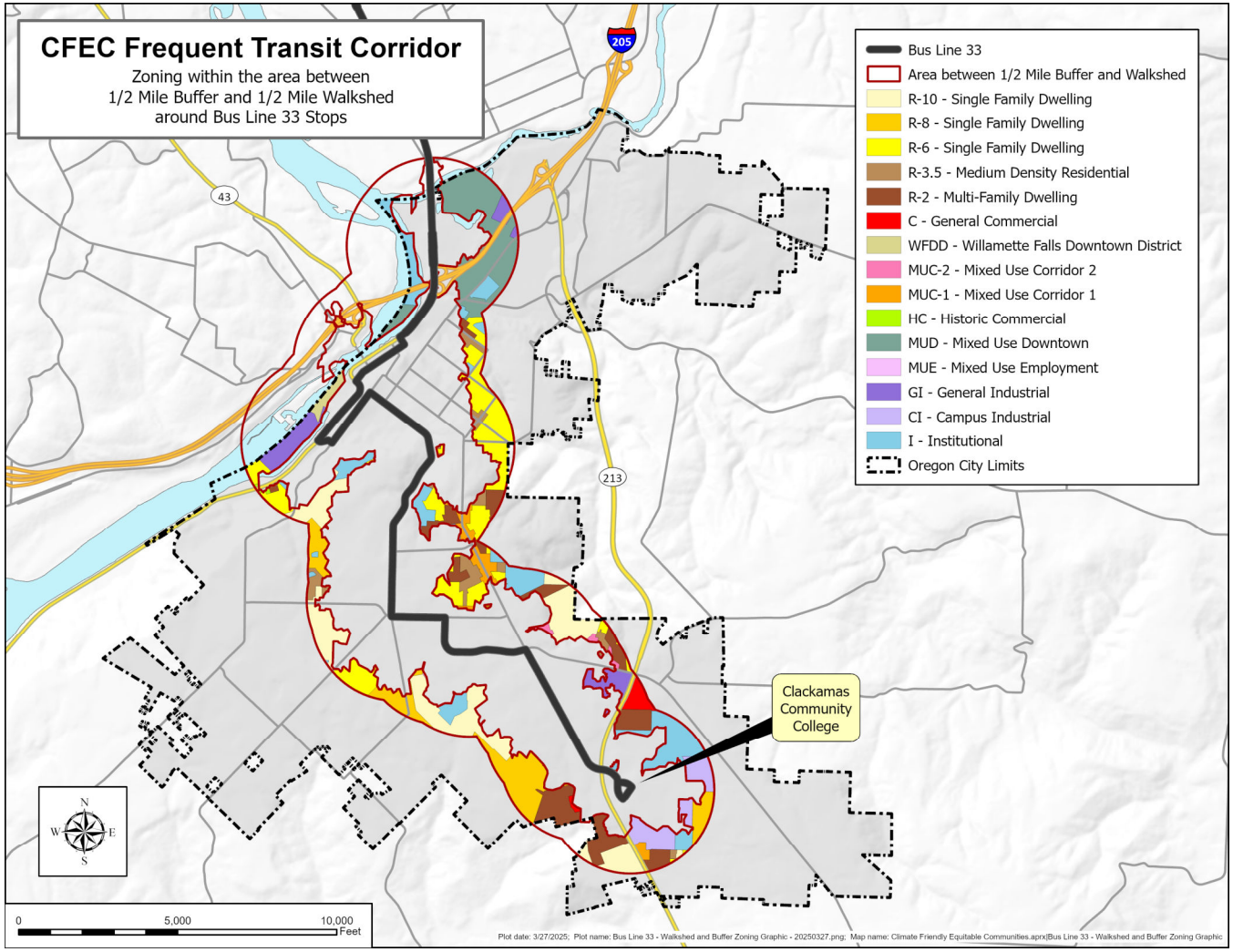
OAR 660-012-0440 states:

(3) Cities and counties may not enforce parking mandates for developments on a lot or parcel that includes lands within one-half mile of frequent transit corridors,

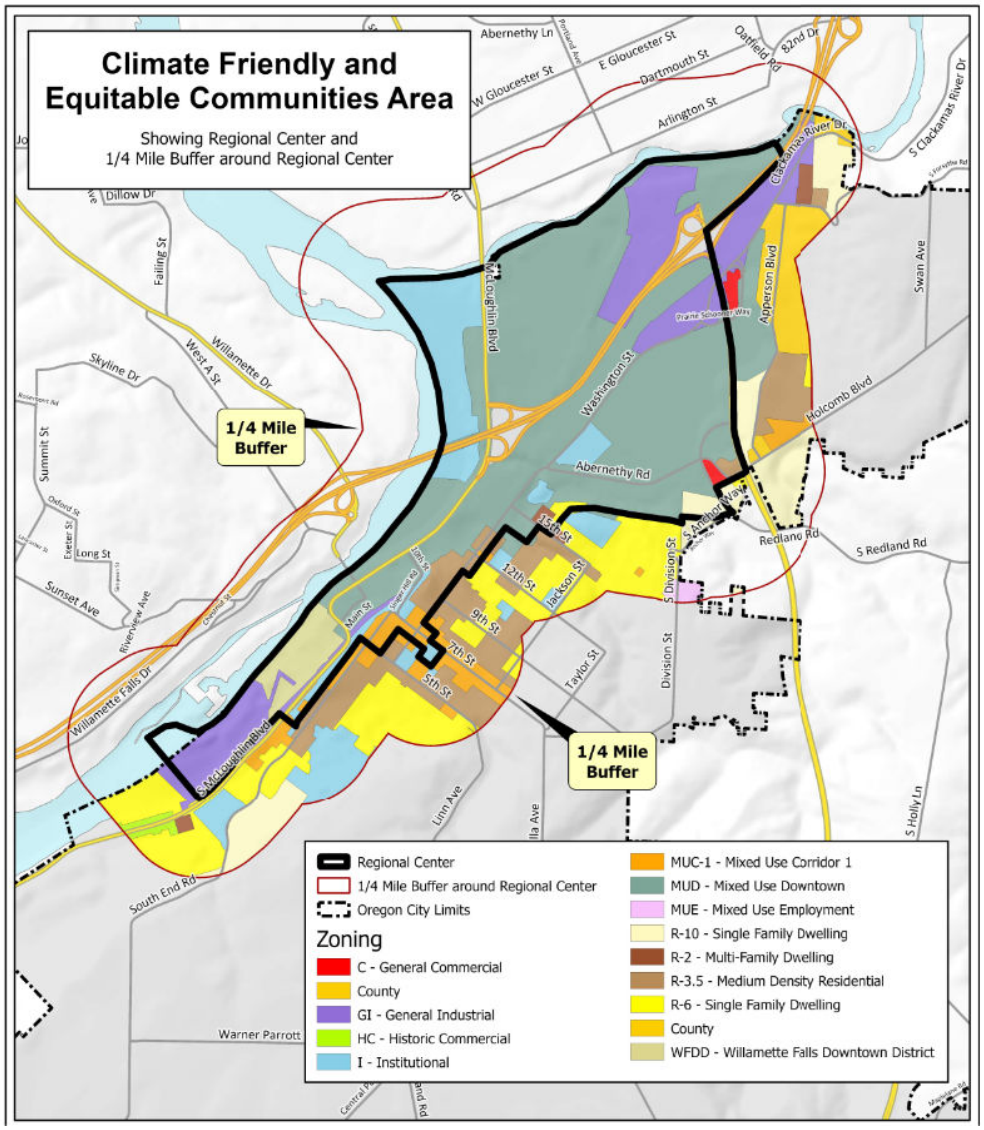
(4) Cities and counties may use either **walking distance** or **straight-line** distance in measuring distances in this rule.

- If the walkshed measurement is used, there are several zones with uses that may require minimum parking.
- Walkshed measurement was suggested as a method to potentially mitigate for the topography changes in Oregon City that could present challenges to pedestrians.

- Using walkshed method there are several zones with uses that city may require minimum parking.
- **Planning Commission recommends measurement using walking distance**



- No parking mandates within the regional center and within ¼ mile of it
- Requires straight line measurement



Options

1. Approve the first reading of Ordinance 25-1006, adopting the CFEC code amendments and using the walking distance measurement for the half-mile transit corridor, as recommended by the Planning Commission.
2. Approve the first reading of Ordinance 25-1006, with modifications suggested by the City Commission.
3. Request revisions and modifications and continue the public hearing to a date certain.

Ordinance 25-1006
LEG-25-02

State Mandated Parking Reforms
Climate Friendly & Equitable Communities (CFEC)

City Commission
Public Hearing
June 4, 2025

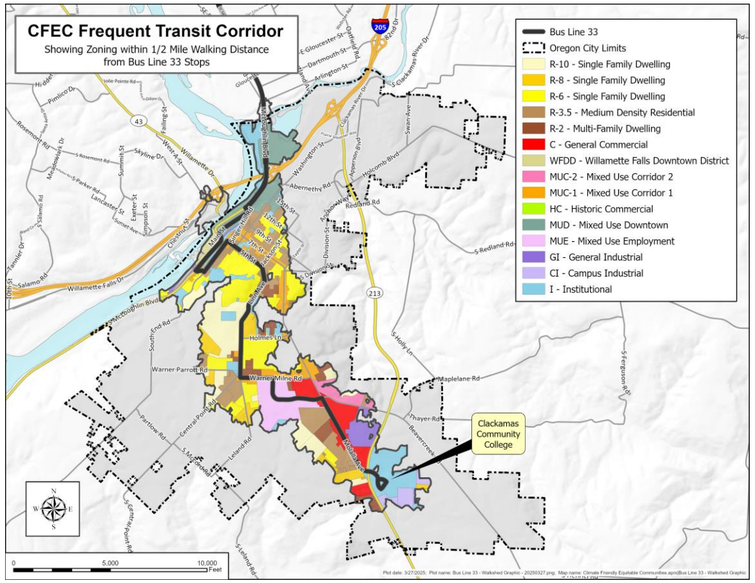
Update on Exemption Request

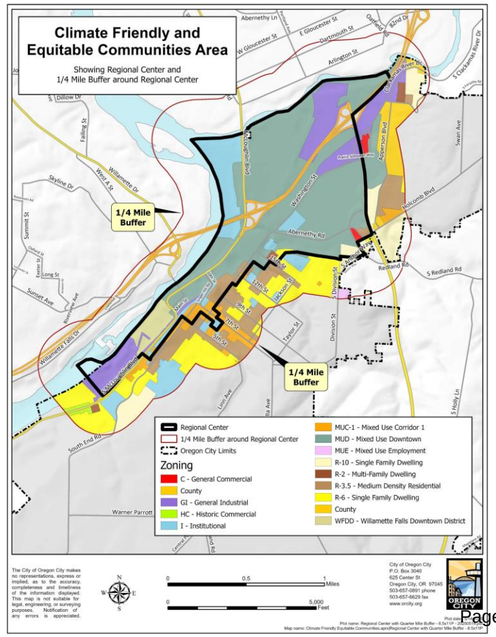
- At the last hearing on May 21, City Commission directed staff to request an exemption DLCD from OAR 660-012-0440(3) to allow a ¼ mile walking distance, rather than ½ mile, based on the City's unique topography, small geographic size, and lack of additional public transit services
- DLCD has stated they will deny the exemption request as Oregon City is not under 10,000 in population, which is the threshold below which DLCD is authorized to grant exemptions pursuant to OAR 660-012-0100(4)
- DLCD has granted a deadline extension to July 18, 2025

Conceptual Approach Summary

- **Option 3:** Eliminate requirements near transit (-0440) and Regional Center (-0435) and implement several prescriptive measures.
  - Implement options to reduce the burden of parking mandates (-0425)
  - Eliminate mandates for certain uses (-0430)
  - Implement several management approaches and alternatives to mandates (-0445)

- Update landscaping and design requirements, some additions to bike parking (-0405, -0630)





- Add language to require 40% of parking be EV-ready in 5+ unit residential development (-0410)

- Reduce multifamily maximums (-0415)

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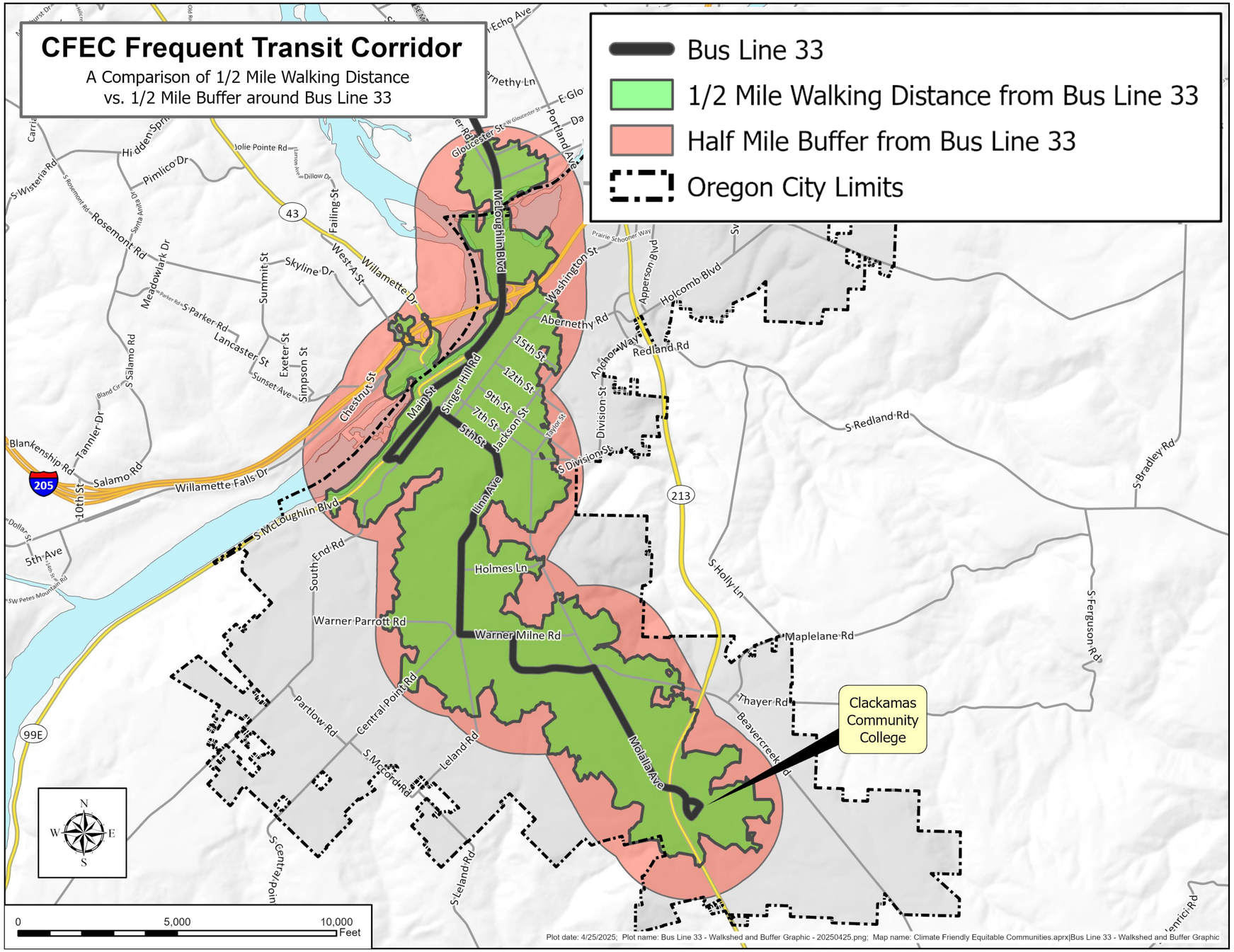
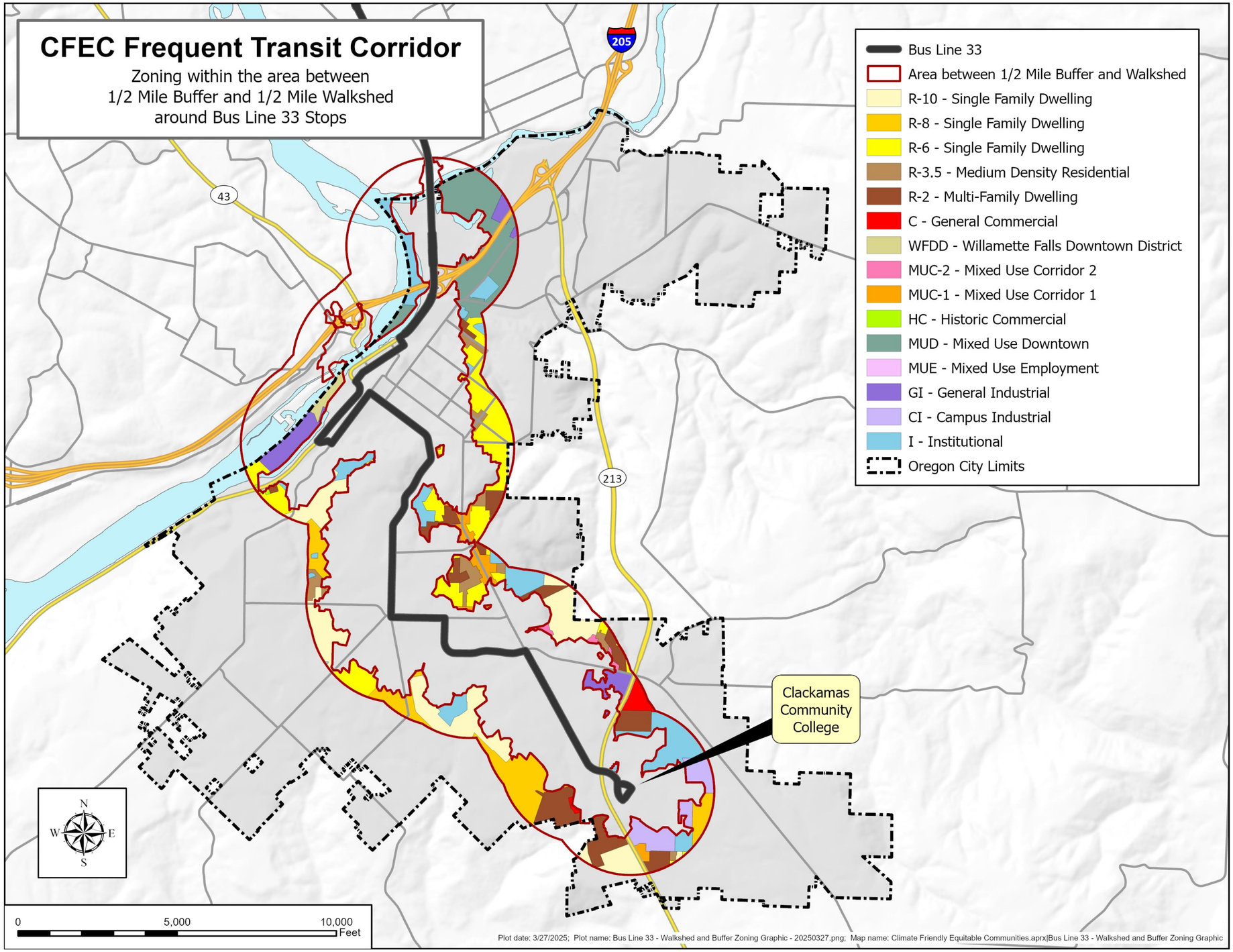
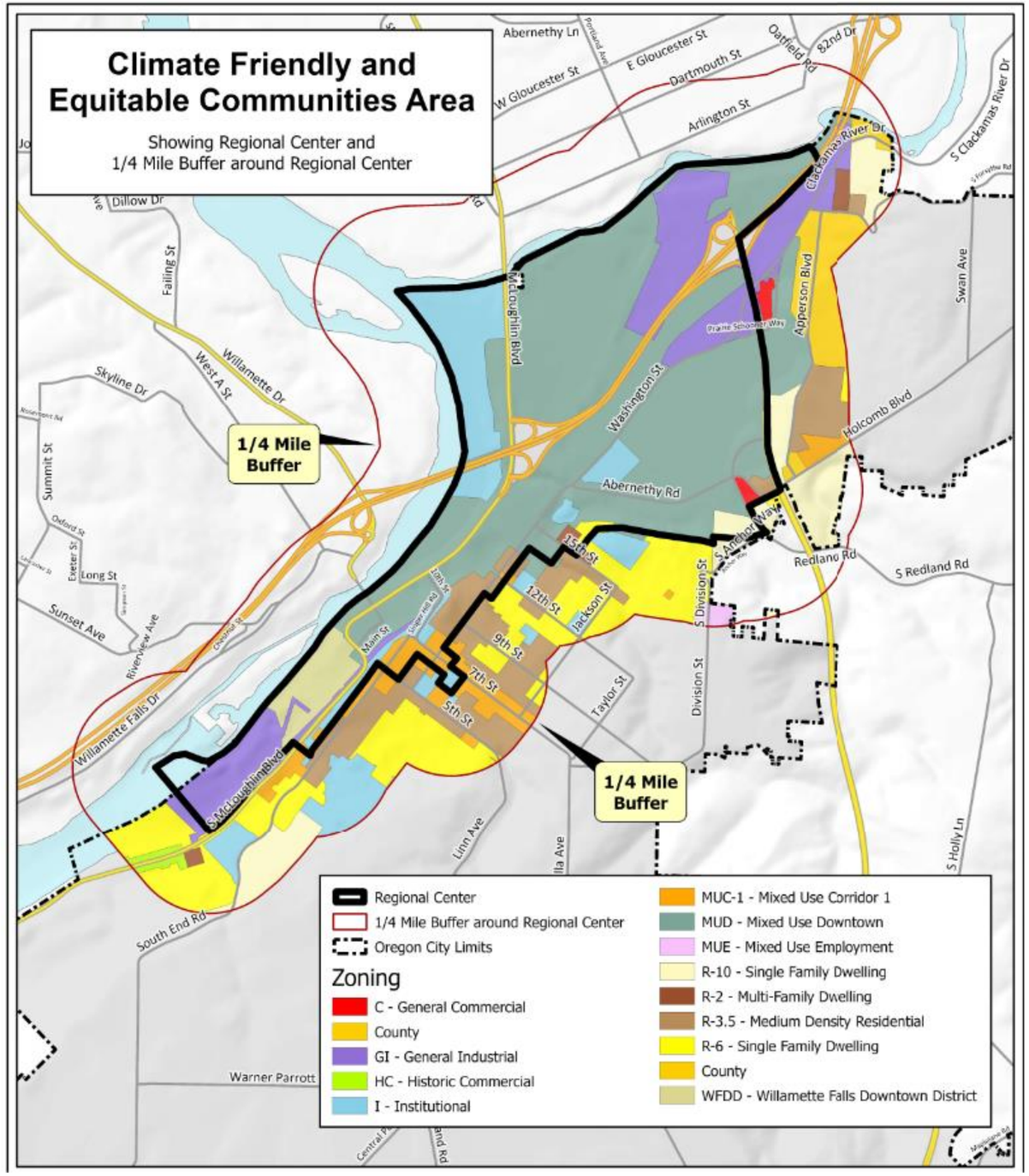
17.52 – Off-Street Parking and Loading	Majority of the prescribed reforms are in this chapter (exempted areas and uses, reduced number of spaces, shared parking, trees, solar, EV charging, landscaping, accessibility, lighting, bicycle parking, etc.)
17.54.115 – Mobile Food Units	Removed language referencing “required” and “minimum” parking
17.62 – Site Plan and Design Review	Updated Type I review for reuse, redevelopment of spaces for bike, transit, landscaping, and other non-parking uses
17.62.050. General Standards	Revised standards for pedestrian circulation and lighting
Chapters 17.08 (LDR), 17.10 (MDR), 17.12 (HDR), 17.29 (MUC), 17.34 (MUD), 17.35 (WFD), 17.56 (Conditional Uses)	“Residential Care Facilities” is revised to “Residential Facilities” for consistency
17.62.065 Outdoor Lighting	Adds lighting requirement for bicycle parking areas

- CFEC frequent transit corridor measured using walkshed method allows city to continue to require minimum parking for some zones / land uses.




CFEC Frequent Transit Corridor
Zoning within the area between
1/2 Mile Buffer and 1/2 Mile Walkshed
around Bus Line 33 Stops
Bus Line 33
Area between 1/2 Mile Buffer and Walkshed
R-10 - Single Family Dwelling
R-8 - Single Family Dwelling
R-6 - Single Family Dwelling
R-3.5 - Medium Density Residential
R-2 - Multi-Family Dwelling
C - General Commercial
WFDD - Willamette Falls Downtown District
MUC-2 - Mixed Use Corridor 2
MUC-1 - Mixed Use Corridor 1
HC - Historic Commercial
MUD - Mixed Use Downtown
MUE - Mixed Use Employment
GI - General Industrial
CI - Campus Industrial
I - Institutional
Oregon City Limits
205
43
213
Clackamas Community College
N
W
E
S
0
5,000
10,000
Feet
Plot date: 3/27/2025; Plot name: Bus Line 33 - Walkshed and Buffer Zoning Graphic - 20250327.png; Map name: Climate Friendly Equitable Communities.aprx|Bus Line 33 - Walkshed and Buffer Zoning Graphic

- No parking mandates within the regional center and within ¼ mile of it
- Requires straight line measurement



Options

1. The Commission may approve the first reading and second Reading of Ordinance 25-1006 this evening, or
2. Continue the decision to June 18, pending formal letters from DLCD
3. Other options to be discussed by City Attorney

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	James Graham, Economic Development Manager		

SUBJECT:
Item 9.a. - City-Sponsored Public Event Program

STAFF RECOMMENDATION:
Review a request for potential funding under the City-Sponsored Public Event Program.

EXECUTIVE SUMMARY:
The City of Oregon City, through the City-Sponsored Public Event Program, provides grants to non-profit formulated organizations as well as for-profit businesses that produce events that are open and accessible to the general public. Such events require the use of public rights-of-way and/or use of publicly owned facilities. During the current fiscal year (2023/2025), the program did not have sufficient funding for any new applications.

On March 5, 2025, the City Commission approved $50,000 in program funding from the Transit Lodging Tax Funds for the City-Sponsored Public Event Program prior to the end of the current fiscal year, 2024/2025. On April 2, 2025, the City Commission approved a total of $36,000.00 in grant funding for "Round One". With $14,000 left in the current fiscal year, staff received a request for grant funding on May 26, 2025 ("Round Two").

BACKGROUND:
With the pending close of the 2023/2025 Biennium Budget, funding balances for various programs and initiatives are appropriately depleting, including the City-Sponsored Public Event Program. In that public event organizers have sought funding for City-Sponsored Public Events just prior to the end of the current fiscal year (2024/2025) as well as for events scheduled to take place shortly after the beginning of the new biennium (July 1, 2025), the City Commission approved $50,000 in program funding from the Transit Lodging Tax Funds for the City-Sponsored Public Event Program on March 5, 2025, prior to the end of the current fiscal year. The Commission was made aware that although the proposed funding for this program would occur within the FY 2024/2025 fiscal year, any remaining balance will be carried forward to the new fiscal year 2025/2026.

The City-Sponsored Public Event Program
City-Sponsored Public Events are recognized by the City Commission as events that are open to the public. Generally, such activities should occur on a reoccurring basis. However, the City Commission of Oregon City reserves the right to fund a one-time public event if it is deemed worthy of subsidization.

City-Sponsored Public Events are designed to enhance the growth and development of the community's tourism industry and help solidify its brand. City-Sponsored Public Events are well-organized and well-publicized events that attract 1,000 to 5,000+ tourists from across the region.

The City of Oregon City will provide grants to non-profit organizations as well as for-profit businesses that produce events that are open and accessible to the general public. Such events require the use of public rights-of-way and/or use of publicly owned facilities.

To obtain City-Sponsorship Program funding, it will be necessary for the public event organizer/producer ("the applicant") to meet all applicable eligibility criteria. (Program guidelines are included with this staff report).

With a new injection of $50,000, the City Commission approved grant funding for the following public event requests (Round One) on April 2, 2025:

- Oregon City Car Show $12,000

  Oregon City Car Show LLC
  May 24, 2025, 11:00 am to 2:00 pm

- Downtown Oregon City Association (1st City Celebration): $12,000

  First City Celebration
  July 26, 2025, 11:00 am to 6:00 pm.

Three Rivers Artist Guild (Oregon City Festival of the Arts): $12,000
Oregon City Festival of the Arts
August 9 -10, 2025, 9:00 am to 4:00 pm each day

Per the current program guidelines, "Round Two" funding for the current fiscal year began on March 27, 2025, and closed on May 26, 2025.
With $14,000 left in the current fiscal year, staff received a request for grant funding on May 26, 2025:

Oregon City Porchfest $11,496
Oregon City Porchfest Music Event
August 8th and 9th

Staff Review of this application is included with this report.

OPTIONS:

1. Review and approve the proposal

2. Do not approve the proposal.

BUDGET IMPACT:

Amount	$11,496
Fiscal Year(s):	FY 24/25
Funding Source(s):	Transient Lodging Tax

OREGON CITY
Economic Development Department
625 Center Street | Oregon City OR 97045
Ph (503) 657-0891 | Fax (503) 657-7026

CITY-SPONSORED PUBLIC EVENT GRANT PROGRAM: ROUND TWO

City-Sponsored Public Events are recognized by the City of Oregon City as events that are open to the general public. Generally, such activities should occur on a reoccurring basis; however, the City Commission of Oregon City reserves the right to fund a one-time public event if they deem of subsidizing.

City-Sponsored Public Events are designed to enhance the growth and development of the community's tourism industry and help solidify its brand. City-Sponsored Public Events are well-organized and well-publicized events that attract 1,000 to 5,000+ tourists from across the region.

The City of Oregon City will provide grants to non-profit formulated organizations as well as for-profit businesses that produce events that are open and accessible to the general public. Such events require the use of public rights-of-way and/or use of publicly owned facilities.

The City-Sponsored Public Event Program is designed with the following objectives in mind:

- ***Maintains accountability to the taxpayers of the community;***
- ***Benefits local businesses;***
- ***Supports well managed, viable existing and new public events that are designed to take place on a reoccurring basis; and***
- ***Ensures transparency in the award of grant funding.***

GUIDELINES

Before filling out the application, **READ** the program guidelines and instructions.

The Economic Development Department of Oregon City has developed the following program guidelines to establish terms and conditions for **public event organizers/producers** (herein referenced as "applicant"), seeking financial support from the City to help defray the cost of producing public events designed to attract tourists from across the region.

GENERAL ELIGIBILITY

- City-sponsored Public Events are for activities that take place within the legal boundaries of Oregon City and use the public rights-of-ways and/or publicly owned facilities.

- City-sponsored public events are open to anyone and everyone that wants to attend or participate. They do not limit admittance or partnership to only a specified organization or group. (i.e., only engineers, Elks, veterans, physicians, scientists, school alumni, etc.).

- Nonprofits organizations, businesses, or individuals that are producing the public event must have commercial liability insurance. Liability Coverage: $2,000,000 for each occurrence and $4,000,000 for an aggregate occurrence, naming The City of Oregon City an additional insured.

- The event must obtain all required permits.

- The applicant and its collaborators must not discriminate based on race, ethnicity, age, gender, or sexual orientation.

I. ELIGIBLE APPLICANTS

To obtain City-sponsorship funding, it will be necessary for the public event organizer/producer ("the applicant") to meet all applicable eligibility requirements:

A. **If a non-profit**, the applicant must have a current Oregon City Business License, recognition by the US Internal Revenue Service as a 501(C)(3) nonprofit, a current registration, in good standing, with the State of Oregon, in good standing with the federal government, and with local regulatory agencies.

B. **If a for-profit business**, applicant must have a current business registration, in good standing, with the State of Oregon and have a current business license with the City of Oregon City.

C. Groups associated with political parties and/or organized to promote political messaging as well as religious groups organized to convey a religious message and are the primary organizers of a public event are not eligible to receive City municipal funding.

D. All applicants must be in good legal standing with all local, state, and federal regulatory/reporting agencies and taxing authorities.

II. PROGRAM CRITERIA

To be approved for grant funding under the program the applicant must meet the following program criteria:

A. NONPROFITS THAT RECEIVE FUNDING UNDER THIS PROGRAM MAY CHARGE AN ADMITTANCE FEE FOR ATTENDEES AT THE PUBLIC EVENT BEING SPONSORED BY THE CITY.

The City-sponsored public event program is designed to help defray the cost of putting on the event not cover all associated costs.

B. FOR-PROFITS RECEIVING FUNDING UNDER THIS PROGRAM <u>MAY NOT</u> CHARGE AN ADMITTANCE FEE FOR ATTENDEES AT THE PUBLIC EVENT BEING SPONSORED BY THE CITY.

C. CITY-SPONSORED PUBLIC EVENTS MUST BE WELL-MANAGED AND ORGANIZED AS TO ENSURE PROGRAM RESILIENCY AND FINANCIAL STABILITY ON A CONTINUAL BASIS.

The City's financial support must result in supporting growing, stable, and viable ongoing public events that can demonstrate public support and demand.

The applicant should be prepared to demonstrate and explain the public event's financial performance. They are expected to present accurate historical financial reporting and well-prepared financial proforma of the current event being organized.

D. EVENT ORGANIZERS MUST DEVELOP A METHOD THAT HELPS TO SUBSTANIATE ESTIMATED VISITOR ATTENDANCE LEVELS AND VISITORS' ORIGINATION.

Guessing or "eyeballing" how many visitors are in attendance is not sufficient to determine the number of visitors that are in attendance.

While it is not expected that visitor tallies be exact, it is necessary that the applicant have a method to ascertain credible estimates of visitors' attendance levels.

E. APPLICANTS MUST INVOLVE MULTIPLE VENDORS AS PARTNERS OF THE EVENT

All public event organizers must engage multiple vendors who are not subsidiaries, or affiliates of the primary organizer of the event. Whenever possible, Oregon City-based vendors should be given preference in their participation in the public event.

City-Sponsored Events are designed to spread financial benefit not only to primary organizers of the public event but to other independent participating vendors as well.

F. THE EVENT MUST BE DESIGNED TO INCREASE TOURISTS' ATTENDANCE AS WELL AS CREATE AN ENVIRONMENT WHEREBY TOURISTS ARE MOST LIKELY TO SPEND MONEY WITH EXISTING LOCAL BUSINESSES.

As a consequence of obtaining grant funding from the City, it is important that the public event is designed in such a manner that it encourages visitors to spend money at other local businesses.

Therefore, City-sponsored public events should help bolster the existing local economy and enhance the community's tourism brand.

G. THE EVENT MUST SUPPORT THE TOURISM BRAND AND IS CLOSELY ASSOCIATED WITH AND CONTRIBUTE TO THE COMMUNITY'S HOMETOWN FEEL AS WELL AS TO ITS UNIQUE COMMUNITY IDENTIFY. (*OREGON'S HOMETOWN, WELCOME HOME!*)

Oregon City Municipal Government should be clearly recognized as a sponsor.

Public event producers/organizers will ensure that the Oregon City Tourism Logo and brand slogan are affixed to all advertising (electronic, digital, social media, physical brochures/pamphlets, signs, event forms, A-Frames, and banners).

H. THE EVENT ORGANIZER(S)/PRODUCER(S) MUST APPLY ANNUALLY TO OBTAIN FUNDING

An evaluation of previous public events will be conducted to determine the viability of the current request for grant funding. Is the public event financially stable or growing. Is the visitors' attendance level stable or growing ?

III. ELIGIBILE COSTS

A. Promotion/Marketing Costs
   1. Social Media
   2. Printing
   3. Postage
   4. Advertising

B. Fees
   1. Equipment Rentals
   2. Event Venue Rentals
   3. Event Regulatory Permit Fees, City Fees (including street closure fees)
   4. Commercial Liability Insurance Rider

C. Equipment Purchases (tents, chairs, money boxes, crowd control, speakers, signage)

D. Crowd attendance software

E. Supply Purchases (table clothes, swag, tape, staff/volunteer tee shirts etc.)

F. Security

IV. INELIGIBLE COSTS

G. Liquor, Beer, Spirits

H. Association/club fees

I. Personnel, except for security

J. Smoking or Vapor Equipment or Supplies

V. GRANT AWARD

A. The program will provide up to 60% of eligible project costs, up to $12,000 max.

B. Advance payment of seventy percent (70%) may be granted.

C. The approving board reserves the right to allocate a lower percentage and dollar amount.

D. Paid invoices or receipts are required to substantiate expenditures against eligible costs. ***Receipts are required no less than 60 days after the event has ended.***

E. Public event organizers that incur costs without presenting eligible paid invoices or receipts will be required to reimburse the City if funds have been distributed upfront.

F. Event organizers are accountable and responsible for presenting receipts and/or paid invoices that equal the grant award cited in the City-Sponsorship Agreement. If expenses are less than expected, organizers will reimburse the City for the difference of the awarded amount

G. The City reserves the right to hold back 30% of the grant award until all paid invoices and/or receipts are presented against eligible costs.

H. If the event does not take place, the event organizers will be required to repay the grant award to the City within 10 days of the cancellation.

I. City Commission approval, and execution of the grant agreement is contingent on the applicant obtaining all necessary permits.

VI. APPLICATION PERIOD AND PROCEDURES

A. The application period for Round One opens on March 6, 2025 and closes March 25, 2025. The application period for Round Two opens March 27, 2025 and ends May 26, 2025.

B. Staff review occurs when complete application is submitted.

C. City Commission approval is required and is scheduled during the April 2 City Commission meeting. City approval for Round Two is scheduled for Commission review on June 4, 2025.

D. Funding is granted at least 7 days after City Commission approval.

E. A full recap report of the event with receipts will be required 60 days after the event has ended. Full recap report should include:
   1. Total number of attendees
   2. Total number of attendees that attended last year (if applicable).
   3. The number of people that have traveled more than 50 miles to Oregon City.
   4. What media outlets that were used to promote the event.
   5. Financial Statements (revenue and expense) from the prior year and for the current year are required.

Print

City-Sponsored Public Event Grant Application Round Two - Submission #1957

Date Submitted: 5/27/2025

City-Sponsored Public Event Grant Application: Round Two

Before filling out the application, please read the program guidelines for City-sponsored Public Events. You may find the Guidelines here.

All applications must be submitted to the Economic Development Department of Oregon City for initial review. Once approved at the staff level, applications will be forwarded to the Oregon City Commission for final disposition.

Incomplete applications will not be reviewed, nor will they move further along the process. All applications must be signed by the responsible party(ies) in charge of organizing and/or underwriting the event.

Please contact the Economic Development Dept. if you have any questions at 503-496-1552.

Name of event organizer*

Oregon City Porchfest

Email Address*

Oregoncityporchfest@gmail.com

Address*

1102 Jefferson St

City*

Oregon City

State*

Oregon

Zip Code*

97045

Phone Number*

5039547122

Organization Name*

Oregon City Porchfest

Is your organization for profit or a nonprofit? *

- [ ] For Profit
- [x] Nonprofit

What is the name of the event?*

Oregon City Porchfest

Please describe the proposed event. When would it be scheduled?*

Porchfest is a free festival of performances on porches, yards, driveways, and historic locations throughout Oregon City's McLoughlin neighborhood.
Porchfest will include approximately 80 mini-concerts taking place at various locations in the McLoughlin neighborhood on the evenings of August 8th and 9th, 2025.

Sponsor Organization Address*

1102 Jefferson St

City

Oregon City

State

Oregon

Zip Code

97045

What is your organization's Tax Payer ID number? (If you are for profit, please upload a signed W-9 form in the next space)*

99-1816641

Upload a signed W-9 form

Choose File No file chosen

Nonprofit: What is your Federal Tax Exemption Number?

99-1816641

Oregon State Registry Number

223930397

Oregon City Business License Number*

009546

Has this event occurred before?*

- [x] Yes
- [ ] No

For profit: Do you plan on charging an admission fee?

- [ ] Yes
- [x] No

Past event: Please upload a revenue and expense report from the last event.

OCPF.pdf

Upcoming event: Please provide your projected revenue and expenses. *

Porchfest Budget 2025.pdf

You may also email this information to James Graham.

Upload the commercial liability rider naming City of Oregon City as an additional insured.

PolicyDocuments.pdf

If you do not have the rider, please skip to the next question.

If you do not have a commercial liability waiver naming City of Oregon City as additional insured, please enter the name of the provider you intend to use and their contact information. The rider must be purchased for this request to be approved.

At the time of this application, how many vendors have signed up to attend the event?*

10 but we anticipate many more - mostly from OC. Modified Screen Printing, One Lane Road, ArchBridge Tap Room, Estacada School District, Party Factory, The Hive Social, Clackamas County Historical Society, Pioneer Center, Willamette Falls Studios, Buel's Printing, plus more coming!

Do you anticipate holding this event again next year?*

- [x] Yes
- [ ] No

Please describe the methodology you will use to determine the number of attendees?*

We will use our survey again, as well as sales numbers from vendors and merchandise booth

How will the event be organized to ensure visitors will likely spend money with local businesses in addition to the vendors?*

Local businesses will participate in the event by hosting performers. Local businesses will also be highlighted on the event map so that attendees can find food, drinks and other amenities throughout the event.

How will the event be organized to support the branding "Oregon's Hometown, Welcome Home"?*

One of Oregon City Porchfest's goals is building community. Our mission statement reflects the core values of our organization. "Oregon City Porchfest is a grassroots celebration of music, community, and creativity. Our mission is to bring people together through free, family-friendly performances hosted on porches, driveways, and front yards across the city. By transforming everyday spaces into vibrant stages, we aim to strengthen connections, support artists, and create joyful experiences that reflect the heart and soul of Oregon City." We believe that our mission is right in line with "Oregon's Hometown, Welcome Home." We'd even be down to put a banner that says that at our main stage! Let's chat about it!

How do you plan on promoting the event. Please be specific. What media outlets will be used, what is the outreach schedule?

Billboard, print, social media, signage in yards and local businesses, press releases, radio, mailers

	Total Actual Eligible Costs	Grant Request (60% of Cost)
Promotion/Marketing	4980	2988
Fees (rentals, permits etc.)	21350	12810
Equipment	950	570

	Total Actual Eligible Costs	Grant Request (60% of Cost)
Supplies	3000	1800
Security	0	0
Total	30280	18168

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☑ I agree.

I (We) certify that the information on this application is true and correct and I (We) understand that any misrepresentation of the facts will nullify the grant request and cause the application to be denied. if grant funds have been disbursed under false pretenses or misinformation, the organizers of the public event will be required to return all grant funds under this program to the City of Oregon City within 10 days or risk legal action.

Electronic Signature

Amanda Dexter

City-Sponsored Public Event Program
Staff Review

Event Information

Event Name	Oregon City Porchfest Main Stage Event		
Applicant Organization	Oregon City Porchfest	Event Organizer	Max White Mandy Dexter
Address	1102 Jefferson Street, Oregon City, OR 97045		

Event Information

Event Date(s)	August 8th & 9th 2025
Event Location	On the grounds of the Pioneer Center
Funding Request	$11,496 ($12,000 Max.)

Application Review

PURPOSE OF THE CITY-SPONSORED PUBLIC EVENT PROGRAM
City-sponsored Public Events are designed to enhance the growth and development of the Community's tourism industry and help solidify its brand. City-sponsored Public Events are well-organized and well-publicized events that attract 1,000 to 5,000+ tourists from across the region.

PROGRAM DESCRIPTION

This will be the first application submitted by the Oregon City Porchfest. Oregon City Porchfest requests the City's sponsorship to assist with the expenses of its "Main Stage Event" located at the Pioneer Center, as well as advertising and marketing for the event.

The Main Stage Event will be the epicenter of the Oregon City Porchfest Event which will consist of 80 mini concerts taking place at various locations over August 8th and 9th. Oregon City Porchfest is a free festival of performances on porches, yards, driveways, public and historic locations throughout Oregon City's McLoughlin neighborhood.

Local businesses will be serving as sponsors to performers. Local businesses will be highlighted on the event map so that attendees cand find food, drinks, and other amenities throughout the event.

City-Sponsored Public Event Program
Staff Review

At the time of this application, ten business vendors have signed up to attend this event.

Staff Comments:

From 1, 2024 through April 17, 2025, Oregon Porchfest sponsored various events and had a net gain of $2,969.85. It had raised $34,585.06 and had expenditures totaling $31,61.21. **(see attachment A, statement of activity)**

Event organizers will be utilizing City sponsorship funding in a manner that is congruent with program guidelines **(see attachment B).**

The overall budget for the event, OC Porchfest 2025, is provided, **(see attachment C)**. Event organizers are projecting to net approximately $960.00. Due to the very short turnaround for this event, there is concern as to whether event organizers will have secured sufficient funding to ensure at least break-even. At the time of this application, event organizers have indicated that they have received grants. A recap of their projected project budget is as follows:

Revenue

• Mt. Hood Territory (Received)	$500
• Clackamas Community College (Received)	$3,500
• City-Sponsored Public Event (pending)	$11,496
• Other Grants (pending)	$ 5,000
• Other Sponsorships	$16,000
• Merchandise Sales (pending)	3,500
Projected Total Revenue	$39,996
Total Expenditures Projects	**$39,040**
Net Income	$956

Other Program Criteria:

A. Nonprofits are allowed to charge a gate fee: Event organizers have indicated that admission to the events will be free.

B. The event must be well organized to ensure program resiliency and financial stability on a continual basis: This will be the first time applying to this program. Event organizers

City-Sponsored Public Event Program
Staff Review

do have the prerequisite insurance coverage. The Pioneer Center has granted permission to host the event on public property.

C. A methodology that helps to substantiate estimated visitor attendance levels and origin: The event organizers state that they will be conducting surveys of those attending as well as obtain sale numbers from vendors and merchandise booths.

D. Applicants must involve multiple vendors as partners of the event so as to "spread the financial benefit" beyond just the primary organizers: Program organizers state that at the time of this application, they have 10 vendors but expect more.

E. The event must be designed to increase tourists' attendance and encourage tourists to spend money with existing local businesses: Event organizers will be utilizing the following media assets to get the word out:
   - Billboard
   - Print Media
   - Social Media
   - Yard Signage
   - Local businesses
   - Radio
   - Mailers

F. The event must support the tourism brand (Oregon's Hometown, Welcome Home!): Via their application, the event organizers did not explicitly state how they would explicitly utilize the Oregon City Logo and Tagline, Oregon City's Hometown, Welcome Home!

RECOMMENDATION: If the application is approved, it is recommended that the approval be contingent upon the use of the Travel Oregon City Logo and tagline as well as assurances that the event organizers will cover all costs incurred, and that all obligations to creditors will be satisfied.

Attachment A

Statement of Activity
Oregon City Porchfest
July 1, 2024 - April 17, 2025

Income	
Community Enhancement Grant	31,160.00
Sponsorship	1,427.50
Merchandise Sales	1,997.56
Total for Income	**34,585.06**
Expenses	
Administrative	7,000.00
Equipment/Supplies	809.51
Insurance	470.92
Merchandise	5,983.87
Performer Stipends	5,350.00
Permits/Fees	100.00
Printing	1,296.31
Event Vendors	6,705.60
Artwork/Poster Design	200.00
Website	2,000.00
Storage	1,200.00
Facility Rental	500.00
Total for Expenses	31,615.21
Net Income	2,969.85

Attachment B

OC Porchfest Grant Request (Amended)

Category	Total Actual Eligible Costs	Grant Request (60% of cost)
Promotion/Marketing	4980	2988
Fees (rentals, permits, etc.)	9250	5550
Equipment	950	570
Supplies	3980	2388
Total	18,860	11,496

11, 316

Attachment C

2025 Budget
Oregon City Porchfest

Anticipated Income	
Grants	20,500
Sponsorship	16,000
Merchandise Sales	3,500
Total for Income	**40,000**
Anticipated Expenses	
Administrative	7,000.00
Equipment/Supplies	950
Insurance	350
Merchandise	3,000
Performer Stipends	11,500
Permits/Fees	400.00
Printing	1,000
Event Vendors	8,500
Artwork/Poster Design	200.00
Website	780
Storage	1,800.00
Marketing	3,200
Total for Expenses	39,040

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	June 18, 2025
From:	Shaun Davis, Police Chief		

SUBJECT:
Item 9.b. - Ordinance 25-1009, an ordinance of the City of Oregon City revising the City Code by adding Municipal Code Chapter 8.23 – Outdoor Burning and declaring an emergency

STAFF RECOMMENDATION:
Staff recommends the City Commission adopt ordinance 25-1009 – Outdoor Burning Regulations which revises the City Code by adding Municipal Code Chapter 8.23 and declaring an emergency

EXECUTIVE SUMMARY:
This ordinance proposes the adoption of a municipal code to establish clear, enforceable regulations governing outdoor burning within the City. The primary objective is to enhance public health and safety, protect property, reduce the risk of wildfires, air pollution, and nuisance complaints associated with uncontrolled and illegal burning activities.

BACKGROUND:

The City of Oregon City currently does not have a City Ordinance in the municipal code that regulates or prohibits certain types of outdoor burning activities. The only regulations in place are through DEQ and Clackamas Fire.

Over the past several years, police department and code enforcement officers have encountered an increasing number of illegal and potentially dangerous fires that are occurring on public and private property. Staff currently do not have an enforcement mechanism for these fires unless property is damaged as a result of the fire, then it will become a crime under Oregon Revised Statue (ORS).

Adding a new city ordinance to regulate outdoor burning consistent with DEQ and Clackamas Fire outdoor burning regulations is essential to protect public health, safety, and property within our city. Uncontrolled and illegal outdoor burning creates a substantial risk to safety, can lead to wildfires, can damage property, and creates poor air quality.

Additionally, a small section at the south end of the City falls within the DEQ seasonal burning restrictions. Historically, this area of the city was rural with larger parcels of land. However, over the past 20–30 years, this area has seen considerable residential development.

Ordinance 25-1009 proposes the adoption of a municipal code to establish clear, enforceable regulations governing outdoor burning within the City. It defines permissible types of outdoor burning such as recreational burning and creates a permitting process applicable to the area within the City that falls under the DEQ permissible seasonal burning area. The ordinance prohibits the open burning of household waste, construction debris, and other hazardous materials. It outlines requirements for burn permits, safety setbacks, supervision, and fire control measures within the permitted area. Enforcement provisions include penalties for non-compliance.

The proposed ordinance represents a balanced approach to preserving the community's quality of life while allowing safe and responsible burning under regulated conditions.

This ordinance is being brought forward under an emergency declaration because of the immediate dangers that outdoor burning creates for the health and safety of our community. Additionally, as we are nearing summer, fire season is imminent.

Related Links:

- DEQ Outdoor and Open Burning Map
- Clackamas Fire Outdoor Burning
- City of Happy Valley Outdoor Burning

OPTIONS:

1. Approve Ordinance 25-1009, an ordinance of the City of Oregon City revising the City Code by adding Municipal Code Chapter 8.23 – Outdoor Burning and declaring an emergency.
2. Approve Ordinance 25-1009, an ordinance of the City of Oregon City revising the City Code by adding Municipal Code Chapter 8.23 – Outdoor Burning and declaring an emergency with Amendments.
3. Deny Ordinance 25-1009, an ordinance of the City of Oregon City revising the City Code by adding Municipal Code Chapter 8.23 – Outdoor Burning and declaring an emergency and provide further direction.

BUDGET IMPACT:

Amount $ No Budget Impact

Fiscal Year(s):

Funding Source(s):

ORDINANCE NO. 25-1009

AN ORDINANCE OF THE CITY OF OREGON CITY REVISING THE CITY CODE BY ADDING MUNICPAL CODE CHAPTER 8.23 – OUTDOOR BURNING AND DECLARING AN EMERGENCY

WHEREAS, the citizens of Oregon City value a safe a livable community; and

WHEREAS, outdoor burning can lead to wildfires and poor air quality; and

WHEREAS, the City has the ability and authority to regulate certain activities likely to cause loss of life, damage to property and the urban tree canopy from outdoor burning; and

WHEREAS, the Commission believes it necessary, appropriate, and in furtherance of the public's health, safety, and welfare to enact a permit process in the section of the City that falls withing the DEQ seasonal burning restrictions; and

WHEREAS, the Commission believes it is necessary to enact municipal regulation thereby allowing staff the ability to enforce outdoor burning regulations in municipal court and to afford the municipal court the ability to impose civil penalties.

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. The Oregon City Municipal Code is hereby amended to include Chapter 8.23 attached as Exhibit A to this ordinance

Section 2. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to thise end the provisions of this Ordinance are severable.

Section 3. Declaring an Emergency. This Ordinance shall take effect June 18, 2025, unless the City Commission approval is not unanimous. If the vote is not unanimous, the effective date shall be 30 days after final adoption.

Read for the first and second time at a regular meeting of the City Commission held on the 18th day of June 2025 and taking effect on June 18, 2025.

DENYSE C. MCGRIFF
Mayor

Attested to this day of ,

Approved as to legal sufficiency:

Jakob Wiley, City Recorder

City Attorney

08.23 – Outdoor Burning

08.23.020 Outdoor Burning Regulations—Civil penalty.

A. Outdoor burning of yard, tree, and garden debris is prohibited except as provided in subsections B and C of this section.

B. Outdoor fires used for recreation, religious, or cooking purposes when the fire is entirely contained in a fireplace, barbecue grill, or pit, or other enclosure intended for outdoor recreation, or cooking is allowed on private property with the property owners' permission.

C. Outdoor fires when a person first obtains an outdoor burning permit from the city. All burning shall be by permit in accordance with the outdoor burning regulations and must comply with the requirements of the City, Clackamas Fire District, Office of the State Fire Marshal, and Department of Environmental Quality (DEQ).

D. Outdoor burning or fires are not permitted;

1. In any type of burn barrel.

2. On commercial property.

3. On Public lands or parks.

4. Except as provided in subsection C., during any declaration of extreme fire danger issued by the city or fire chief.

E. Outdoor burning of garbage, lumber, debris, and illegal materials listed by DEQ is not permitted.

F. Outdoor burning or fires shall not produce dense smoke, noxious fumes, gas and soot or cinders in unreasonable quantities. Or can be declared a nuisance affecting health. (OCMC 8.08.020 M.)

G. Any person found to have violated these prohibitions is subject to a civil penalty of up to three hundred ($300) per violation, and is enforceable pursuant to OCMC 1.20.

Police Department
Code Enforcement

1234 Linn Ave.| Oregon City OR 97045
Ph (503) 905-3665

OREGON CITY OUTDOOR BURNING PERMIT APPLICATION

RESIDENTIAL BURN PERMIT - All burning within City of Oregon City except as allowed pursuant to OCMC 8.0X.XXX requires a permit (503) 503-905-3665 1234 Linn Ave Oregon City, OR 97045-
Clackamas Fire District – Burn Info Line (503) 742-2945

Application Date: _____

Address of Burn Site: _____ More than ONE acre is required, or your application will be denied.

◯ Fall: October 1st to December 15th ◯ Spring: March 1st to June 15th

Print Name of Applicant: _____

Applicant Email: _____

Telephone: Day: _____ Night: _____

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1. Do you have an agricultural burn permit through the Clackamas Fire District? YES or NO

2. If you have more than 5 acres or have a special circumstance, please provide details:

_____

_____

****If neither of the above applies, then a ONE time burn permit will be issued for the season****

This application is based on the following terms and conditions and for the purposes stated herein:

1. **Seasonal Burning Restrictions:** There will be two designated burn seasons:

-Fall: October 1 to December 15
-Spring: March 1 to June 15

Permit holders will be allowed to burn on only one permitted day during each season, within the allowable burn hours. During extreme fire danger declarations, burning will have to be rescheduled.

2. **Application and Inspection Requirements:** For each burn, you must apply for a new burn permit and pay a $30 fee. A Code Enforcement Officer will conduct an inspection of your burn pile to ensure compliance with the Department of Environmental Quality (DEQ) and Clackamas County Fire District regulations. The officer will also verify that the pile consists of properly cured vegetative material to ensure a clean, efficient burn that minimizes smoke.

If your pile fails the inspection, you will be provided with instructions for preparing your pile to meet the required standards. However, a new inspection and burn permit fee will apply.

3. **Consequences for Non-Compliance:** If you fail to apply for a burn permit, receive a denial due to an improper pile, or violate burn regulations, your burn privileges will be revoked. You will also face a citation requiring your appearance in Municipal Court.

These regulations are designed to allow responsible burn permit holders to continue burning while reducing the risks associated with improper practices. Applying for a burn permit and paying the fee for each burn, as well as adhering to all DEQ and Clackamas County Fire District regulations will maintain your burning privileges.

Residents with agricultural properties who obtain an agricultural permit through the fire district and DEQ will be exempt from the limited burn days and allowed to burn anytime within the burn season, as permitted.

IF A PERMIT IS ISSUED TO YOU, BURNING WILL ONLY BE ALLOWED AFTER YOU HAVE CALLED CLACKAMAS FIRE DISTRICT TO DETERMINE IF IT IS A BURN DAY. **YOU MUST CALL CLACKAMAS FIRE DISTRICT BEFORE YOU BURN UNDER A BURN PERMIT. (503) 742-2945**

- Only natural vegetations shall be burned. The fire shall not contain any lumber, rubber products, asphalt products, petroleum products, plastics, garbage, dead animals, or any waste material that emits smoke or creates offensive odors.
- Persons and equipment capable of extinguishing the fire shall always be on the burn site and in attendance. • The air contaminants emitted from the outdoor fires shall not be in sufficient quantities, and of such characteristics and duration as is, or is likely to be, injurious to human health, plant or animal life, or property, or which unreasonably interferes with enjoyment of life and property.
- Particulate matter from the outdoor fires must not be allowed to become deposited upon the property of others.
- Only one pile shall be burned at one time.
- A copy of the burn permit shall be maintained at the address of the burn.
- The burn permit shall not be valid during any air pollution episode or period of impaired air quality as specified by D.E.Q. standards.
- The permit shall only be valid on the permitted day as applied for on the issued Burn Permit. Note: Any burn permit issued may be revoked for the protection of life or property or to prevent or abate the nuisances caused by such burning and/or violation of the Oregon City Municipal Code. (A nuisance would be defined as ash fallout or smoke accumulation around residential occupancies).

Burn Permit issued upon requirements met: Site Inspection/Lot Size/Residential Density

Sign Full Name Print Name Today's Date

Address

Application Fee $30 Paid – CASH___CHECK___CC___Receipt #_____ Date Received: _____

Approved: ____ Denied: ____ Remarks: _____

Police Department
Code Enforcement

1234 Linn Ave.| Oregon City OR 97045
Ph (503) 905-3665

OUTDOOR BURNING RULES & FEES

Requirements and Fees

- Prior to burning, call the Daily Burn Message Line at **(503) 742-2945** to determine if it is a burn day and the hours in which burning is allowed. All fires must be smoke free by the end of the prescribed burn hours.
- Active Burn Permit. Permit holders will be allowed to burn on ONLY ONE permitted day during each season, within the allowable burn hours.
- During extreme fire danger declarations, burning will have to be rescheduled.
- $30 fee for new burn permit.
- A Code Enforcement Officer has conducted an inspection of the burn pile to ensure compliance with the Department of Environmental Quality (DEQ) and Clackamas County Fire District regulations. The officer will also verify that the pile consists of properly cured vegetative material to ensure a clean, efficient burn the minimizes smoke.
- More than ONE acre of land is required to acquire a burn permit.
- Only organic plant materials such as yard, tree, and garden debris may be burned.

Residents with agricultural properties who obtain an **agricultural permit** through DEQ & the fire district will be exempt from the limited burn days and allowed to burn anytime within the burn season, as appropriate.

Prohibited Materials

No person shall cause or allow to be initiated or maintained any open burning of any:

- Garbage
- Plastic
- Wire insulation
- Automobile parts
- Asphalt
- Petroleum products
- Petroleum treated material
- Rubber products

- Animal remains
- Animal or vegetable matter resulting from handling, preparation, cooking, or service of food or any material which normally emits dense smoke or noxious odors

If you have any questions regarding prohibited materials, please call the **Department of Environmental Quality Air Quality Division** at **(503) 229-5263** or **(800) 452-4011**.

Open Burning Safety Rules

-Open fires must be limited in size, must be controlled, and must not be a hazard to people, property, or standing vegetation.

-No fire may be larger than 10' x 10' x 10' without a special burn permit. A minimum of 50' clearance from other combustibles or structures is required.

-Combustibles that would contribute to the spread of fire should be removed from around burn piles. The width of the fire break should follow this guideline: pile height plus the pile width, divided by four.

-A garden hose connected to a water supply and a shovel or other approved fire extinguishing equipment must be readily available on site.

-Burning material shall be constantly attended by a person knowledgeable in the use of the fire extinguishing equipment. An attendant shall supervise the burning material until the fire has been extinguished.

-Burning of materials in any manner where smoke or flame damages or endangers people or property of others is prohibited.

-All fires shall be extinguished and smoke-free two hours before sunset, unless otherwise specified by the prescribed burn hours on the Burn Information Number (503) 742-2945. No fuels may be added to the fire within two hours before sunset, and the fire shall not be stoked up during this time (so that the fire will cool down during the hours of darkness). The intent is that no open flames are visible at night that may be reported as a hostile brush or structure fire.

DEQ Outdoor and Open Burning

Legend

Details

Layers

Info

Legend

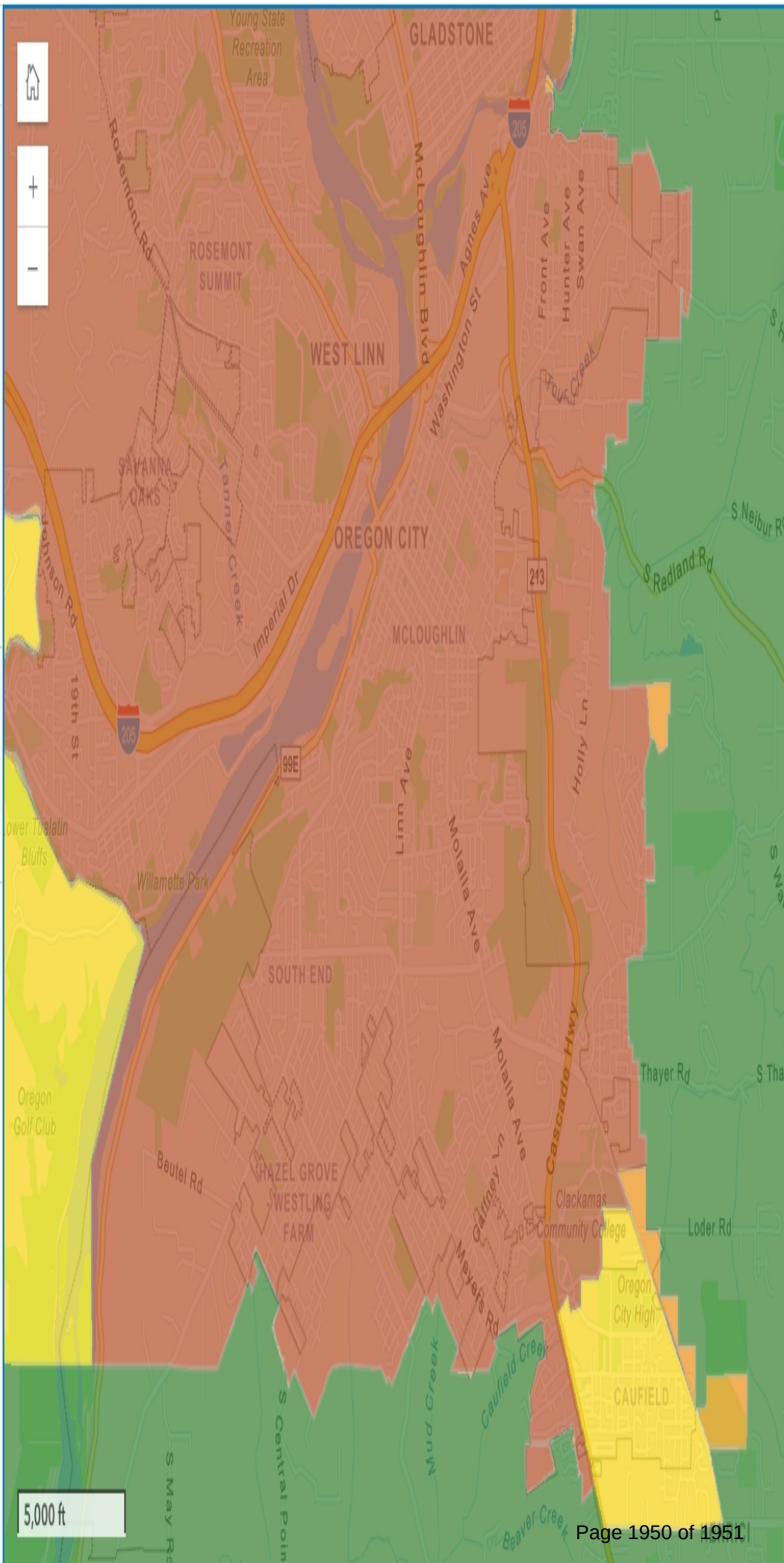
X

Domestic

- Allowed
- Prohibited: Seasonal
- Prohibited: Tri-County
- Prohibited : Permit Required
- Lane County

Fire Prevention Restrictions

Fire District Contact for Rural Areas



Collapse

Legend X

Domestic

- Allowed
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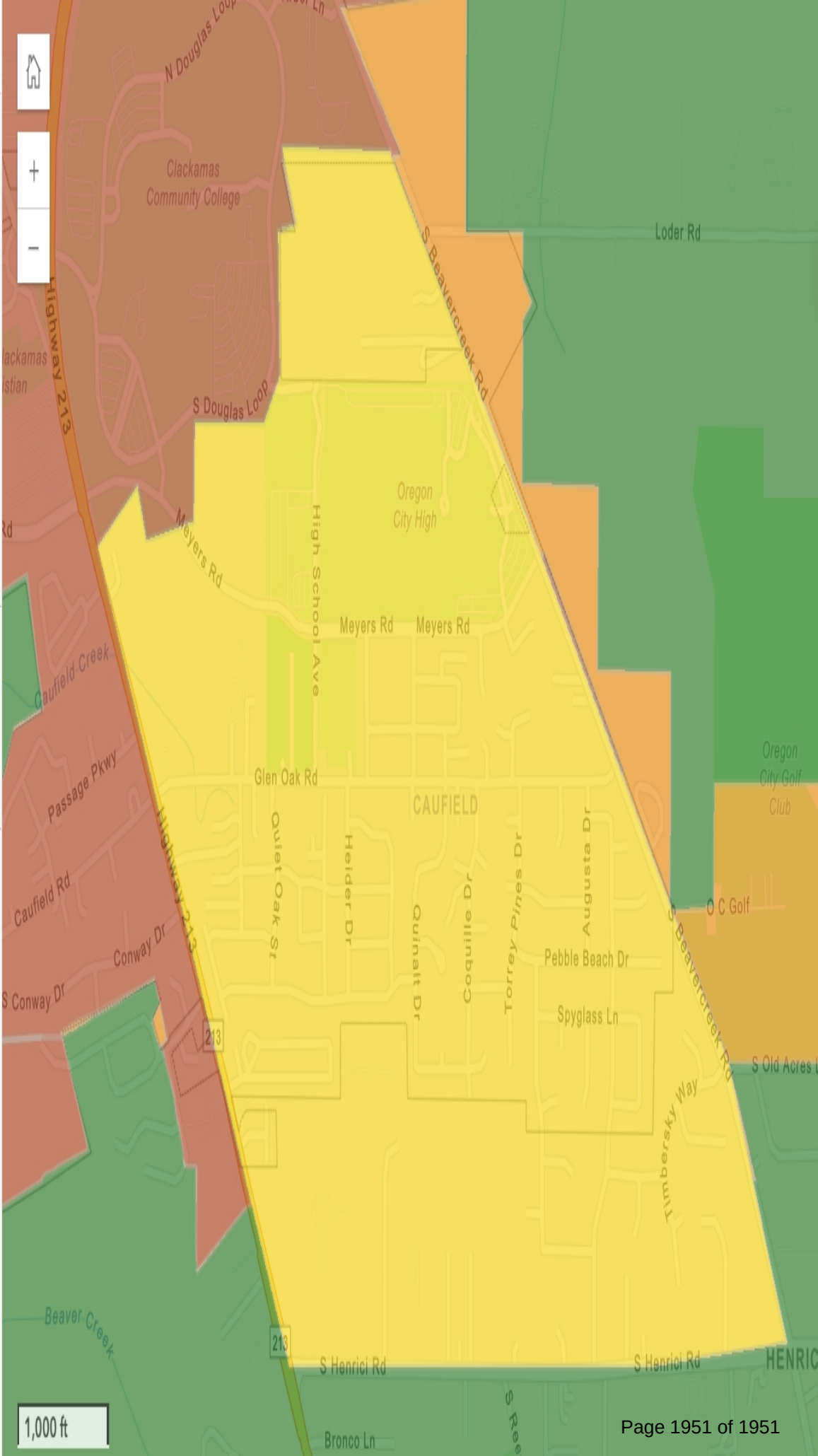
Fire Prevention Restrictions

Fire District Contact for Rural Areas